

**CITY OF GARDEN GROVE**

**PROGRAM YEAR 2024**

**CONSOLIDATED ANNUAL PERFORMANCE  
AND EVALUATION REPORT (CAPER)**

**Projects and Activities Assisted by  
Housing and Urban Development Department Funds**

**July 1, 2024 through June 30, 2025**

**PUBLIC REVIEW DRAFT**

**Prepared by City of Garden Grove  
Economic Development and Housing Department**

**CITY OF GARDEN GROVE  
2024-25**

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## **Attachments**

- Attachment 1: FY 2024-25 CAPER Public Participation
- Attachment 2: FY 2024-25 Project Locations Map
- Attachment 3: PR - 26 CDBG Financial Report Summary
- Attachment 4: HOME Monitoring Protocols
- Attachment 5: FY 2024-25 ESG SAGE Repor

## CR-05 - Goals and Outcomes

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The Fiscal Year (FY) 2024-25 Consolidated Annual Performance Evaluation Report (CAPER) captures the expenditures, accomplishments, and progress made on the strategies and goals outlined in the approved 2020-2025 Consolidated Plan for HUD Programs (Con Plan).

The FY 2019-20 Annual Action Plan (AAP) was amended to include Coronavirus Aid, Relief, and Economic Security (CARES) Act funding that the City of Garden Grove was awarded in April 2020. The CARES Act funding and expenditures are shown in the FYs 2019-20, 2020-21, 2021-22, 2022-23, 2023-24, and 2024-25 CAPERs. Accomplishments for the CARES Act funding will not be reported until the expenditure deadline is reached and/or the activities have been closed out in IDIS. No CARES Act projects will be closed out in the FY 2024-25 CAPER.

The FY 2021-22 AAP was amended to include HOME American Rescue Plan (HOME-ARP) funding that the City of Garden Grove was awarded in September 2021. The HOME-ARP funding and expenditures are shown in the FY 2024-25 CAPER. Accomplishments for the HOME-ARP funding will not be reported until the expenditure deadline is reached and/or the activities have been closed out in IDIS.

The CAPER outlines achievements in affordable housing, homeless services, and community development programs. The City of Garden Grove's HUD Programs include:

- Community Development Block Grant (CDBG)
- HOME Investment Partnership (HOME)
- Emergency Solutions Grants (ESG)

The FY 2024-25 CAPER covers the time period from July 1, 2024, to June 30, 2025, and is the fourth annual report of the Con Plan period. It also includes activities funded in previous fiscal years with accomplishments reported during FY 2024-25.

The Con Plan includes the following high priority Goals that are the basis for the activities previously approved in the FY 2024-2025 AAP:

1. Provide decent and affordable housing;
2. Address the needs of homeless individuals;

3. Provide community and supportive services;
4. Address public facilities and infrastructure needs;
5. Promote economic development and employment; and
6. Provide for planning and administration activities.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Address Public Facilities and Infrastructure Needs	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$699,164	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	35,000	29,425	84.07%	2,335	3,100	132.76%
Address the Needs of Homeless Individuals	Homeless	ESG: \$0	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	15	22	146.67%	4	0	0.00%
Address the Needs of Homeless Individuals	Homeless	ESG: \$36,000	Homeless Person Overnight Shelter <b>(Interval House and IF)</b>	Persons Assisted	435	438	100.69%	30	70	233.33%

Address the Needs of Homeless Individuals	Homeless	ESG: \$42,875	Homelessness Prevention <b>(Mercy House)</b>	Persons Assisted	130	90	69.23%	21	39	185.71%
Address the Needs of Homeless Individuals	Homeless	ESG: \$46,000	Other <b>(VOALA)</b>	Other	1000	386	38.60%	37	71	191.89%
Promote Economic Development and Employment	Non-Housing Community Development	CDBG: \$270,199	Jobs created/retained <b>(Boost and Microbiz)</b>	Jobs	20	95	475.00%	4	4	100.00%
Promote Economic Development and Employment	Non-Housing Community Development	CDBG: \$370,199	Businesses assisted <b>(Boost and Microbiz)</b>	Businesses Assisted	0	88		12	14	116.67%
Provide Community and Supportive Services	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$281,565	Public service activities other than Low/Moderate Income Housing Benefit <b>(Special Resource Team, Senior Center, and Meals on Wheels)</b>	Persons Assisted	3,500	9,967	285%	690	1,923	278.70%

Provide Decent and Affordable Housing	Affordable Housing Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Rental units constructed	Household Housing Unit	5	0	0.00%	0	0	0
Provide Decent and Affordable Housing	Affordable Housing Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	10	8	80.00%	0	0	0
Provide Decent and Affordable Housing	Affordable Housing Homeless Non-Homeless Special Needs	CDBG: \$135,000	Homeowner Housing Rehabilitated  <b>(Home Repair Program)</b>	Household Housing Unit	200	93	46.50%	20	20	100.00%
Provide Decent and Affordable Housing	Affordable Housing Homeless Non-Homeless Special Needs	HOME: \$250,000	Tenant-based rental assistance / Rapid Rehousing  <b>(HEART)</b>	Households Assisted	134	204	152%	10	24	240.00%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

During FY 2024-25, the City expended CDBG funds to meet the priority needs identified in the Con Plan through the following actions:

**1. Address Public Facilities/Infrastructure Needs**

- The Monroe Street Rehabilitation Project was completed in FY 2024-25 and assisted approximately **3,100** individuals.

**2. Address the Needs of Homeless Individuals**

- The City was able to assist approximately **180** individuals (**105 households**) through our homeless non-profit service providers.

**3. Promote Economic Development and Employment**

- Through the MicroBiz and Boost Programs, the City was able to create and retain a total of **6** low-income employees, and assisted **14** businesses.

**4. Provide Community and Supportive Services**

- The Garden Grove Police Department's Special Resource Team completed **1,053** referrals by providing street outreach and essential services.
- The H. Louis Lake Senior Center enrolled **668** new seniors into their programs.
- Meals on Wheels of Orange County provided home-delivered and congregate meals to **202** new seniors.

**5. Provide Decent and Affordable Housing**

- The Home Repair Program assisted **20** low-income Garden Grove residents with rehabilitation services for their homes.
- The City assisted **24** homeless and at-risk households through the HEART Program.

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME
White	491	76
Black or African American	17	6
Asian	334	16
American Indian or American Native	2	0
Native Hawaiian or Other Pacific Islander	12	0
<b>Total</b>	<b>856</b>	<b>98</b>
Hispanic	185	68
Not Hispanic	671	30

Describe the clients assisted (including the racial and/or ethnicity of clients assisted with ESG)

	HESG
American Indian, Alaska Native, or Indigenous	0
Asian or Asian American	28
Black, African American, or African	36
Hispanic/Latina/e/o	100
Middle Eastern or North African	14
Native Hawaiian or Pacific Islander	0
White	74
Multiracial	108
Client doesn't know	0
Client prefers not to answer	0
Data not collected	0
<b>Total</b>	<b>360</b>

Table 2 – Table of assistance to racial and ethnic populations by source of funds

## Narrative

The City of Garden Grove identifies priority needs and offers services and programs to eligible households regardless of race or ethnicity. This table is generated by the HUD CAPER template, and the information reported reflects demographic information provided by participants in the HUD reporting system.



## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,841,985	1,811,074
HOME	public - federal	618,863	311,886
ESG	public - federal	162,656	127,774

Table 3 - Resources Made Available

### Narrative

The CDBG, HOME, and ESG resources made available in FY 2024-25 included carryover funds from prior years.

During FY 2024-2025, the City expended a total of **\$2,309,792.03** in HUD grant funds on activities previously approved in prior year AAPs.

- **\$1,735,292.53** in CDBG funds on administration, public services, capital projects, and homeowner rehabilitation.
- **\$311,886.33** in HOME funds on administration, affordable housing, and tenant based rental assistance.
- **\$127,773.89** in ESG funds on administration and homeless service activities.
- **\$75,781.78** in CARES Act funding (CDBG-CV and CDBG-CV3) on administration and services for individuals affected by the Coronavirus (COVID-19).
- **\$59,057.50** in HOME-ARP funding on administration and planning.

HOME-ARP funds were awarded to the City of Garden Grove in September 2021. The HOME-ARP funding and expenditures are shown in the FY 2024-25 CAPER. Accomplishments for the HOME-ARP funding will not be reported until the expenditure deadline is reached and/or the activities have been closed out in IDIS.

HUD entitlement grant funds not expended during FY 2024-25 will be carried over and programmed in future AAPs.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	59%	65%	Citywide

Table 4 – Identify the geographic distribution and location of investments

## **Narrative**

Consistent with HUD goals for the CDBG, HOME, and ESG programs, the City utilized these funds for the benefit of low and moderate-income residents and neighborhoods.

The attached FY 2024-25 AAP Project Locations Map (Attachment 2) shows the location of completed projects with specific addresses.

As identified on the Project Locations Map, several programs were made available to individuals from low or moderate-income households throughout the community, regardless of their place of residence, such as meal delivery to homebound seniors, services to the homeless, and housing rehabilitation grants.

## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

The City implemented activities and utilized CDBG funds consistent with the FY 2024-25 AAP. The City secured and utilized HUD funds and leveraged funding consistent with the resource allocation plan. Throughout FY 2024-25, the City did not take any actions that hindered the implementation of the Con Plan or AAP.

Subrecipients for FY 2024 CDBG funds were required to detail all secured and unsecured funding sources in their proposals. Each agency was asked to identify all project funding sources at the time of contract execution and again at project closeout. The ESG program requires all sub-recipients to provide a 100% match on grant funds.

The HOME program requires a 25% match for each HOME dollar invested, and excess match may be credited for use in future years. The total match credit arising from affordable housing bond proceeds may not constitute more than 25% of a Participating Jurisdiction's (PJ) total annual contribution toward its match obligation. Match credits in excess of 25% of a PJ's total annual match obligation may be carried over to subsequent fiscal years and be applied to future year's obligations.

The City did not utilize publicly owned land or property to address the needs identified in the Con Plan and AAPs. In March 1996, the City completed the Bayfort Apartments, which is a HOME-eligible affordable housing project that was bond-financed and that exceeded the annual total match obligation of 25% (See Table 5, below).

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	\$2,134,712
2. Match contributed during current Federal fiscal year	\$5,074
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$2,139,785
4. Match liability for current Federal fiscal year	\$20,294
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$2,119,491

**Table 5 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
16/01/NON	03/02/1996	\$15,221	0	0	0	0	\$5,074	\$20,294

Table 6 – Match Contribution for the Federal Fiscal Year

### HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
\$0.00	\$170,203	\$168,824	\$168,824	\$1,379

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	\$250,000	0	0	0	0	\$250,000
Number	1	0	0	0	0	1
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	\$250,000	\$250,000	0			
Number	1	1	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 8 - Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted</b>						
	<b>Total</b>	<b>Minority Property Owners</b>				<b>White Non-Hispanic</b>
		<b>Alaskan Native or American Indian</b>	<b>Asian or Pacific Islander</b>	<b>Black Non-Hispanic</b>	<b>Hispanic</b>	
Number	5	0	1	0	0	4
Dollar Amount	\$9,419,259	0	\$172,500	0	0	\$9,246,759

**Table 9 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 10 – Relocation and Real Property Acquisition**

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	10	9
Number of Non-Homeless households to be provided affordable housing units	20	35
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>30</b>	<b>44</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	10	24
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	20	20
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>30</b>	<b>44</b>

Table 12 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

The rehabilitation of existing units is accomplished through the administration of the Home Repair Program and the completion of the Stuart Drive permanent supportive housing development. Due to the nature of the Home Repair Program, it is common for a number of the grants to be delayed and carry over into the following FY. Home Repair Program projects that were not completed in FY 2024-25 (6 total projects) will have their accomplishments recorded in the FY 2025-26 CAPER.

**Discuss how these outcomes will impact future annual action plans.**

The City of Garden Grove is committed to providing high-quality, affordable housing for its residents. The City is in constant contact with developers to produce affordable housing projects and, as funds become available, these projects will be included in future AAPs.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	23
Low-income	20	1
Moderate-income	0	0
<b>Total</b>	<b>20</b>	<b>24</b>

Table 13 – Number of Households Served

## Narrative Information

Using CDBG and HOME funds, the City was able to assist a total of forty-four **(44)** low-income households with housing-related services.

- The Home Repair Program is designed to assist Garden Grove residents who qualify at or below the "low-income" limit, which is 80% of the Orange County area median income. Through this program, the City assisted twenty **(20)** low-income residents with funds to rehabilitate their homes.
- HOME funding for the HEART Program allowed the City to serve a total of twenty-four **(24)** homeless households with rental assistance and supportive services.

Additionally, the City expended a total of **\$127,773.89** in ESG funds to assist homeless individuals with housing solutions.

- **\$42,874.23** in ESG funds was used to keep **13 households (39 individuals)** from losing their primary residence via homeless prevention services.
- **\$67,820.66** in ESG funds was used to provide **141 individuals** with street outreach and emergency shelter services.



## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

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

During FY 2024-25, the City of Garden Grove was awarded **\$178,182** in ESG funds to address homelessness issues throughout the City. The funds were made available to various service providers offering different types of eligible homeless programs. The services included emergency shelters, essential services, homeless prevention, and homeless outreach.

The City of Garden Grove provided **\$46,000** to Volunteers of America of Los Angeles to support a Street Outreach Program. The services provided through the Street Outreach Program were directed towards deploying basic needs support to unsheltered individuals in Garden Grove. This activity created opportunities for sub-recipients to informally engage and assess unsheltered individuals within their peer and community setting. Volunteers of America of Los Angeles was able to provide essential outreach services to **71** homeless residents in FY 2024-25.

City staff focused the majority of resources on helping service providers maintain emergency shelter operations for homeless individuals and families, provide essential services such as case management and career counseling, and support homeless prevention programs through transitional housing. The City provided **\$51,000** in ESG funding to Interval House and Illumination Foundation for emergency shelter and essential services, which included community outreach and education programs to individuals at risk of domestic violence. With the Garden Grove ESG funding for emergency shelter, Interval House and Illumination Foundation were able to free up their nonfederal resources to provide homeless outreach services, homeless prevention education, and domestic violence safety outreach to the population at risk of homelessness, which included **70** individuals in Garden Grove.

The City of Garden Grove Police Department's Special Resource Team (SRT), funded through the City's general fund, also implemented street outreach programs for the homeless. The SRT focused on providing resources to help reduce the number of homeless individuals as well as reducing the police responses involving the homeless and mentally ill. The Police Department also partnered up with Orange County Mental Health agencies to provide resources and assistance to homeless individuals that the SRT encounters.

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

Of the **\$178,182** of ESG funds, the City allocated **\$51,000** for emergency shelter. These funds provided different levels of homeless/client programs, including chronically homeless services, domestic violence, winter armory, child care, and rental assistance.

ESG funds also supported Interval House in maintaining its Domestic Violence Shelter Program and Illumination Foundation in maintaining its Family Emergency Shelter. Over **70** individuals from Garden Grove were given emergency shelter and were provided support services which included a safe living environment. Case management was provided to ensure that the clients were rapidly rehoused in decent and affordable permanent housing.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The City of Garden Grove committed **\$42,874** in ESG funds to Mercy House for homeless prevention services. Mercy House assisted **13 families (39 individuals)** through their Homeless Prevention Program, providing rental assistance and case management services to keep Garden Grove families from becoming homeless. Other ESG sub-recipient organizations, such as Interval House, have made great efforts to assist victims from becoming homeless after the completion of temporary housing programs. Staff at Interval House conduct follow-up case management for their domestic violence victims and make referrals to Garden Grove Housing Authority for Section 8 vouchers for permanent housing.

In FY 2024-25, the Garden Grove Housing Authority worked with Thomas House, Mercy House, and Interval House in providing Section 8 vouchers to qualified residents coming from the shelter programs. Under the voucher program, individuals or families with a voucher are able to find and lease a unit and only have to pay a portion of the rent. The program further assists low-income individuals and families to avoid becoming homeless.

Every jurisdiction receiving McKinney-Vento Homeless Assistance Act funds must develop and implement a Discharge Coordination Policy. The County of Orange assists people discharged from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions). This assistance prevents homelessness resulting from discharge. The City will refer people discharged from public institutions to the County of Orange for additional resources.

**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**

As part of the efforts to provide housing for the homeless and those at risk of homelessness, the City of Garden Grove awarded HOME funds to service providers who provide rental assistance through the Homeless Emergency Assistance and Rental Transition (HEART) Program. Interval House administered the program during FY 2024-2025 and assisted **24** households over a 12-month period by providing a portion of a household's rent (including security and utility deposits) while offering services to achieve self-sufficiency.

### **CR-30 - Public Housing 91.220(h); 91.320(j)**

#### **Actions taken to address the needs of public housing**

The City of Garden Grove does not have any units of Public Housing.

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

The City of Garden Grove does not have any units of Public Housing.

#### **Actions taken to provide assistance to troubled PHAs**

The City of Garden Grove does not have any units of Public Housing.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken 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. 91.220 (j); 91.320 (i)**

Market and governmental factors pose barriers to the provision of adequate and affordable housing. These factors tend to disproportionately impact lower- and moderate-income households due to their limited resources for absorbing the costs. Garden Grove works to remove barriers to affordable housing by implementing a Housing Element that is consistent with California law and taking actions to reduce costs or provide off-setting financial incentives to assist in the production of safe, high-quality, affordable housing. The City is committed to removing governmental constraints that hinder the production of housing and offers a “one-stop” streamlined permitting process to facilitate efficient entitlement and building permit processing.

The City of Garden Grove has instituted additional actions aimed at reducing the impact of the public sector’s role in housing costs. City efforts to remove barriers to affordable housing include:

- Conduct periodical analysis and revision of the zoning code aimed at developing flexible zoning provisions in support of providing an adequate supply of desirable housing, such as mixed-use zoning standards and updates to the Housing Element.
- Add provision of affordable housing projects through acquisition and rehabilitation activities and new construction of affordable housing units.
- Establishment of a streamlined service counter to reduce process time.
- Incentivize density bonuses for affordable projects.
- Continued assessment of existing policies, procedures, and fees to minimize unnecessary delays and expenses to housing projects.
- Streamline construction and/or conversion of Accessory Dwelling Units (ADU's).

In addition, the City updated its Analysis of Impediments to Fair Housing Choice (AI) Report in March 2020 in coordination with other local jurisdictions. This report identifies any potential impediments to fair housing and establishes a Fair Housing Action Plan to outline steps to overcome any identified impediments.

## **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The major obstacle to meeting under-served needs is the lack of adequate funding, especially for affordable housing activities. With the dissolution of redevelopment in California and reduced State and Federal funding levels, the City's ability to address the extensive needs in the community is seriously compromised. The City will strive to leverage available funds, to the greatest extent possible, to overcome obstacles in meeting under-served needs. The City has adopted its 2021-2028 Housing Element, which

includes a commitment to annually pursue State, Federal, and other funding opportunities to increase the supply of safe, decent, affordable housing in Garden Grove for lower-income households (including extremely low-income households), such as seniors, disabled, the homeless, and those at risk of homelessness.

#### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The City has an aggressive policy to identify and address lead-based paint hazards in all HUD-funded housing rehabilitation projects. The City considers all housing rehabilitation an opportunity to address potential lead hazards. We, therefore, require lead paint testing for 100% of the City's HUD-funded residential rehabilitation programs where paint will be disturbed in properties built before 1978. Loan/grant recipients are required to obtain a lead-based paint inspection prior to commencement of work as well as a post-rehabilitation clearance test if the work disturbed areas where lead contamination had been found. Because the additional costs of lead hazard testing and remediation can be prohibitively expensive for low-income homeowners, the City uses CDBG funds to cover the costs of the lead paint inspection and, if necessary, any lead paint interim controls and lead clearance testing in conjunction with any CDBG-funded housing rehabilitation grants or loans. During FY 2024-25, the City funded **sixteen (16)** lead-based paint initial inspections and **eleven (11)** clearance inspections in administration of the Home Repair Program.

#### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

Garden Grove continues to look for ways to expand economic activities to include all people and provide programs to those people who are less fortunate. In the past, the City has focused on the creation of jobs for low- and moderate-income persons through economic development in the Harbor Boulevard area. Through the Con Plan and associated AAP, the City seeks to create and retain permanent jobs that are available to and/or filled by low- and moderate-income people. In addition, other essential elements of the City's anti-poverty strategy include:

- Section 8 Housing Choice Voucher Program;
- Housing Choice Voucher Family Self Sufficiency Program;
- Economic development programs;
- Anti-crime programs;
- Housing rehabilitation programs;
- Creation of affordable housing;
- Job training and employment development; and
- Transitional housing and homeless service programs.

Through these programs, the City is working to reduce the number of families living below the poverty line. The goals and strategies contained in the Con Plan for funding housing, community development, and community services activities often directly address poverty issues through provision of funding or services, or indirectly through the creation of jobs as several of the CDBG, HOME, and ESG funded service

providers offer job training as a component of their programs.

In addition, the City will annually allocate up to 15% of its CDBG funds to public service agencies that offer supportive services in an effort to reduce poverty.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

Successful program implementation requires coordination, both internally and with outside agencies. The City makes changes, as needed, to its staff assignments to address the administrative, planning, and reporting needs of CDBG, HOME, and ESG funds. Project management improvements have included strengthened project eligibility review and staff training of regulatory compliance and procedures. The City of Garden Grove Neighborhood Improvement Division of the Economic Development and Housing Department serves as the lead agency in administration and compliance of CDBG, HOME, and ESG Programs and grant management. The Neighborhood Improvement Division coordinates activities related to CDBG, HOME, and ESG funds, including coordination of internal departments, outside agencies, and grant recipients.

The City's ongoing efforts in its institutional structure include strengthening project designs through negotiating stronger and more specific performance goals for project contracts. This includes ongoing education and technical assistance for program stakeholders, including fellow City Departments implementing HUD-funded programs, outside contractors, the Neighborhood Improvement and Conservation Commission, the City Council, and the public in general regarding the overall objectives and eligible and ineligible uses of each of our HUD funds.

The City also amended the Citizen Participation Plan to make it more readable and to officially designate the City Council as the public hearing body and worked closely with the Neighborhood Improvement and Conservation Commission to deepen their understanding of the CDBG, HOME, and ESG Programs.

Capacity-building is another component in development of the City's institutional structure. In addition to in-house training and development of improved management systems, the City will continue to participate in all HUD training offered locally. To gather more information, build staff knowledge, and seek regional solutions to regional problems, the City participates in regional efforts such as the Orange County Continuum of Care for the Homeless.

### **Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

Housing, supportive services, and community development activities were delivered by a number of public agencies, non-profit entities, and private organizations. The City of Garden Grove continued to function in a coordinating role between local non-profit service providers and other County, State, and Federal organizations, as well as regional agencies and plans such as the Orange County Continuum of Care (CoC).

To enhance coordination, the City participated in regional planning groups and forums to foster collaboration with other agencies and organizations. Through collaboration, the City identified common goals and strategies to avoid overlaps in services and programs and identify potential for leveraging resources. The City also continued to work with a wide range of public and community social service agencies to meet and address the various needs of the community. The City utilized the services of 211 Orange County, whose mission is to help people in the community find the help they need by eliminating the barriers to finding and accessing social services.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The City of Garden Grove is required to undertake an analysis of impediments to fair housing that may be prevalent in the community and to develop an action plan to address impediments. The City, in collaboration with other Orange County communities, participated in producing a five-year analysis of impediments to fair housing. The final product was the 2020-2024 Orange County Regional Analysis of Impediments to Fair Housing Choice (Regional AI). The following are the private sectors impediments:

- Housing Discrimination
- Discriminatory Advertising
- Denial of Reasonable Accommodation
- Hate Crimes
- Unfair Lending

During FY 2024-2025, the City of Garden Grove undertook several programs/actions (on its own or in cooperation with a fair housing provider) to overcome the impediments to fair housing choices identified in the Regional AI. Garden Grove contracted with Fair Housing Foundation (FHF) to provide comprehensive educational and enforcement programs for City residents. The FHF understands the private sector and is well equipped to analyze impediments, describe appropriate actions, and to follow-through on those actions.

During FY 2024-25, the FHF assisted a total of **7,478 individuals** with the following services:

**1. Fair Housing Outreach and Education**

- Planned Agency Meetings at various locations throughout the City;
- Organized booths at various events throughout the City;
- Distributed literature at various locations throughout the City (including flyers and press releases);
- Facilitated management trainings at City Hall;
- Presented programs at various locations throughout the City; and
- Coordinated landlord/tenant workshops at City Hall.

**2. General Housing Counseling & Resolution**



- Responded to inquiries regarding general housing issues. In addition, FHF screens, inputs data, counsels, pursues habitability cases, provides unlawful detainer assistance, conducts mediations, and provides appropriate referrals.

**3. Discrimination Services**

- Responded to inquiries regarding discrimination, complaints, screening, and counseling services.

**4. Landlord/Tenant Services**

- Responded to and assisted in the mediation of disputes between landlords and tenants.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

Although the City's HUD-funded activities and strategies have been very successful, we strive for continuous improvements in our housing, homeless prevention, neighborhood improvement, and public service priority needs, as well as our grant administration, compliance, and monitoring. During FY 2024-2025, the City continued to improve its project, fiscal, and other administrative management systems to ensure compliance with CDBG, HOME, and ESG program and comprehensive planning requirements through the following measures and accomplishments:

The City's Economic Development and Housing and Finance Departments worked together over the last six months to prepare for the FY 2024-25 CAPER and the FY 2025-2026 AAP. Through several brainstorming meetings with managers and staff from both teams, the City has achieved comprehensive training for key staff in both departments on HUD program financial administration and using IDIS. Economic Development and Housing staff have been working with Finance staff to educate them on HUD requirements. This cooperation will improve the timeliness of HUD fund drawdowns, establish better procedures and schedules for aligning the City's general budget planning and the HUD AAP process, the City's general ledger and IDIS records, and for handling remaining funds at the end of the program year.

City Staff annually monitors all HOME funded projects in accordance with the City's Monitoring Plan for HOME Rental Projects and the HOME Final Rule. See Attachment 4 for the City's HOME Monitoring Policy.

In an effort to ensure up-to-date knowledge of HUD programs and policies, staff members invested over 50 hours in training, workshops, webinars, or technical assistance sessions sponsored by HUD or by outside agencies, but with direct relevance to the HUD program implementation. Topics of the trainings included Coronavirus Aid, Relief, and Economic Security (CARES) Act funding, HOME American Rescue Plan, Financial Management, Analysis of Impediments, HMIS, HOME activities, IDIS, sub-recipient management, CDBG and Environmental Training.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

### **Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The City's effort to provide citizens with reasonable notice and an opportunity to comment on performance reported in the Draft FY 2024-25 CAPER follows the process outlined in the Citizen Participation Plan.

The Draft CAPER was made available for public review online at <https://ggcity.org/neighborhood-improvement>, and all public comments were directed to staff via email. The 30-day public review and comment period for the FY 2024-25 CAPER was from August 22, 2025, through September 23, 2025. Notices for the public hearing were published in local English, Spanish and Vietnamese newspapers on August 22, 2025. The City held public hearings to receive public comments regarding the FY 2024-25 CAPER at the September 8, 2025 Neighborhood Improvement and Conservation Commission meeting, and at the September 23, 2025, Garden Grove City Council meeting. The public notices that were published are included in Attachment 1.

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City of Garden Grove CDBG program did not have any significant changes to the Consolidated Plan goals.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

## **CR-50 - HOME 24 CFR 91.520(d)**

**Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in 24 CFR §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

Please list those projects that should have been inspected on-site this program year based upon the schedule in 24 CFR §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

The Garden Grove Housing Authority (GGHA) conducts Housing Quality Standard (HQS) inspections of Tenant Based Rental Assistance units, HOME restricted units, Density Bonus units, and Housing Successor units to determine compliance with Federal, State, and local housing standards.

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 24 CFR 91.520(e) and 24 CFR 92.351(a)**

All HOME funded affordable housing projects must adopt affirmative marketing procedures and submit the affirmative marketing plan to the City. During annual monitoring, overall performance related to fair housing and non-discrimination is monitored to ensure fair housing compliance.

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

During FY 2024-25, the City expended **\$170,203** in Program Income on the HEART Program. The HEART Program provides rental assistance and supportive services for literally homeless individuals and individuals at-risk of homelessness.

**Describe other actions taken to foster and maintain affordable housing. 24 CFR 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 24 CFR 91.320(j)**

**Section 8 funds:** The Garden Grove Housing Authority administers the Section 8 Program for the City, and provides rent subsidies to 2,337 Garden Grove households.

**Density Bonus:** The City of Garden Grove works with housing developers to assist in the development of affordable housing projects through the execution of Density Bonus Affordable Housing Agreements. The

City currently monitors three (3) density bonus affordable housing projects totaling 15 affordable units.

**Redevelopment Agency:** The City of Garden Grove currently monitors 11 affordable housing projects, totaling 640 affordable units previously assisted with former Low and Moderate Housing funds.

**HOME-American Rescue Plan Funding:** The City received a HOME-ARP allocation from HUD on September 20, 2021 in the amount of \$3,037,211. The City dedicated approximately \$1.3 Million towards the development of permanent supportive housing and another \$1.3 Million to tenant based rental assistance (TBRA) activities through the approved HOME-ARP Allocation Plan. On November 16, 2023, the City released a NOFA to select the operator for the TBRA program, and the contract was awarded to Illumination Foundation will be starting operations of the program in FY 2024-25. On December 1, 2023, the City released an RFP for affordable and permanent supportive housing developments and is currently negotiating with several developers on potential projects.

## CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	1	0	0	0	0
Total Labor Hours	1,542				
Total Section 3 Worker Hours	231				
Total Targeted Section 3 Worker Hours	0				

**Table 14 – Total Labor Hours**

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	1				
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	1				
Direct, on-the job training (including apprenticeships).	1				
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					
Other.					

**Table 15 – Qualitative Efforts - Number of Activities by Program**

## **Narrative**

The prime contractor and subcontractors for the **Monroe Street Rehabilitation Project** did not meet the requirements for the number of Section 3 Workers and Targeted Section 3 Workers working on the project. Staff received confirmation that the contractor has an active apprenticeship program that provides on the job training.



## CR-60 - ESG 91.520(g) (ESG Recipients only)

### ESG Supplement to the CAPER in *e-snaps*

#### For Paperwork Reduction Act

#### 1. Recipient Information—All Recipients Complete

##### Basic Grant Information

Recipient Name	GARDEN GROVE
Organizational DUNS Number	009596495
UEI	
EIN/TIN Number	956005848
Identify the Field Office	LOS ANGELES
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Santa Ana/Anaheim/Orange County CoC

##### ESG Contact Name

Prefix	Mr
First Name	Tim
Middle Name	
Last Name	Throne
Suffix	
Title	Sr. Program Specialist

##### ESG Contact Address

Street Address 1	11222 Acacia Parkway
Street Address 2	
City	Garden Grove
State	CA
ZIP Code	92840-
Phone Number	7147415144
Extension	
Fax Number	
Email Address	timothyt@ggcity.org

##### ESG Secondary Contact

Prefix	Ms
First Name	Monica
Last Name	Covarrubias
Suffix	
Title	Sr. Project Manager
Phone Number	7147415788
Extension	
Email Address	monicac@ggcity.org

## 2. Reporting Period—All Recipients Complete

Program Year Start Date 07/01/2024  
Program Year End Date 06/30/2025

### 3a. Subrecipient Form – Complete one form for each subrecipient

**Subrecipient or Contractor Name:** INTERVAL HOUSE

**City:** Long Beach

**State:** CA

**Zip Code:** 90803, 4221

**DUNS Number:** 113510176

**UEI:**

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 21000

**Subrecipient or Contractor Name:** MERCY HOUSE TRANSITIONAL LIVING CENTERS

**City:** Santa Ana

**State:** CA

**Zip Code:** 92702, 1905

**DUNS Number:** 879797165

**UEI:**

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 42874.23

**Subrecipient or Contractor Name:** Illumination Foundation

**City:** Orange

**State:** CA

**Zip Code:** 92867, 5548

**DUNS Number:** 829919047

**UEI:**

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 15000

**Subrecipient or Contractor Name:** Volunteers of America

**City:** Los Angeles

**State:** CA

**Zip Code:** 90010, 2619

**DUNS Number:** 072928041

**UEI:**

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 77485

**Subrecipient or Contractor Name:** Orange County United Way

**City:** Irvine

**State:** CA

**Zip Code:** 92614,

**DUNS Number:**

**UEI:**

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 4880

## **CR-65 - Persons Assisted**

CR-65 is replaced by the FY 2024-25 ESG Sage Report, which is located in Attachment #5.

## CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

### 8. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	24,820
Total Number of bed-nights provided	20,088
Capacity Utilization	80.93%

Table 14 – Shelter Capacity

### 9. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

All sub-recipients of ESG funds were required to use homeless/client certification forms during the intake process to ensure all clients serviced were qualified and are residents of the City of Garden Grove. In addition, sub-recipients were also required to submit completed quarterly reports for monitoring purposes. During the aforementioned process, City staff addressed concerns and/or discrepancies within the reports and made sure corrections were made at the early stages of the FY. **The capacity of utilization for shelter was approximately 80.93% (20,088 bed nights provided).**

In addition, City staff consulted with the CoC and attended meetings with various County subcommittees to discuss issues, concerns, and best practices for meeting the needs of the homeless population. Staff also formed an OC Collaborative consisting of neighboring jurisdictions receiving ESG funds (Anaheim, Santa Ana, Irvine, and the County of Orange) and established a shared Request for Proposal (RFP) that was utilized to fund service providers for program year 2024. The OC Collaborative created uniform ESG guidelines that are utilized amongst all service providers within the County. These guidelines include a homeless at-risk assessment and a homeless certification form. Creating these guidelines helped promote a cohesive effort between the neighboring Cities in addressing homelessness and also assisted service providers to stay compliant with HUD’s regulations.

## CR-75 – Expenditures

### 11. Expenditures

#### 11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2022	2023	2024
Expenditures for Rental Assistance	\$7,070	\$13,359	\$28,973
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	\$330	\$2,286
Expenditures for Housing Relocation & Stabilization Services - Services	\$12,925	\$6,311	\$11,615
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Homelessness Prevention</b>	<b>\$19,995</b>	<b>\$20,000</b>	<b>\$42,874</b>

Table 15 – ESG Expenditures for Homelessness Prevention

#### 11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2022	2023	2024
Expenditures for Rental Assistance	\$4,433	\$1,756	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	\$8,895	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	\$7,906	\$985	0
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Rapid Re-Housing</b>	<b>\$21,234</b>	<b>\$2,741</b>	<b>0</b>

Table 16 – ESG Expenditures for Rapid Re-Housing

#### 11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2022	2023	2024
Essential Services	\$56,235	\$46,379	\$31,001
Operations	\$9,824	\$5,491	\$6,116
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
<b>Subtotal</b>	<b>\$66,059</b>	<b>\$51,870</b>	<b>\$37,117</b>

Table 17 – ESG Expenditures for Emergency Shelter

**11d. Other Grant Expenditures**

	Dollar Amount of Expenditures in Program Year		
	2022	2023	2024
Street Outreach	\$34,673	\$50,000	\$30,704
HMIS	\$5,121	\$5,094	\$4,880
Administration	\$12,802	\$12,733	\$12,199

**Table 18 - Other Grant Expenditures****11e. Total ESG Grant Funds**

Total ESG Funds Expended	2022	2023	2024
	\$159,884	\$142,438	\$127,774

**Table 19 - Total ESG Funds Expended****11f. Match Source**

	2022	2023	2024
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	\$30,000	0
Local Government	\$16,769	\$67,827	\$17,079
Private Funds	\$41,485	0	\$58,991
Other	\$101,630	\$44,611	\$51,704
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	<b>\$159,884</b>	<b>\$142,438</b>	<b>\$127,774</b>

**Table 20 - Other Funds Expended on Eligible ESG Activities****11g. Total**

Total Amount of Funds Expended on ESG Activities	2022	2023	2024
	\$319,768	\$284,876	\$255,548

**Table 21 - Total Amount of Funds Expended on ESG Activities**

## **Attachment #1**

### **FY 2024-25 CAPER Public Participation**



**PUBLIC NOTICE  
CITY OF GARDEN GROVE  
2024-25 CONSOLIDATED ANNUAL PERFORMANCE  
AND EVALUATION REPORT (CAPER)**

The City of Garden Grove's (City) Economic Development and Housing Department, in accordance with U.S. Department of Housing and Urban Development (HUD) regulations, has prepared its Draft FY 2024-25 Consolidated Annual Performance and Evaluation Report (CAPER). The report describes and assesses the housing, economic, and community development activities undertaken by the City over the period from July 1, 2024, through June 30, 2025.

**Opportunity for Public Review and Comment**

Public hearings are to be held in the Garden Grove Community Meeting Center located at 11300 Stanford Avenue, Garden Grove, California, 92840, and are scheduled as follows:

Garden Grove Neighborhood Improvement and Conservation Commission – **Monday, September 8, 2025, at 6:30 p.m.**

Garden Grove City Council – **Tuesday, September 23, 2025, at 6:30 p.m.**

From August 22, 2025 through September 23, 2025, the City's FY 2024-2025 CAPER will be available for public review at the following location:

Please visit the City's website at <https://ggcity.org/neighborhood-improvement/reports> to review the draft FY 2024-25 CAPER, and please submit comments electronically to Dana Yang at [danay@ggcity.org](mailto:danay@ggcity.org).

The Economic Development and Housing Department will accept written and verbal comments until 3:00 p.m. on **September 23, 2025**. Please direct any questions or comments to Dana Yang, at (714) 741-5131 or by email at [danay@ggcity.org](mailto:danay@ggcity.org).

/s/ Lizabeth Vasquez, CMC  
City Clerk

Date:

Publish: August 22, 2025

**THÔNG BÁO**  
**THÀNH PHỐ GARDEN GROVE**  
**BÁO CÁO ĐÁNH GIÁ VÀ THÀNH TÍCH HỢP NHẤT**  
**HÀNG NĂM CAPER 2024-25 (CAPER)**

Thành phố Garden Grove, Ban Phát triển Kinh tế và Gia cư, theo quy định của Bộ Phát triển Đô thị và Nhà ở Hoa Kỳ (HUD), đã chuẩn bị Bản thảo Báo Cáo Đánh Giá và Thành Tích Hợp Nhất Hàng Năm CAPER 2024-25 (CAPER). Báo cáo mô tả và đánh giá các hoạt động phát triển nhà ở, kinh tế và cộng đồng do Thành phố thực hiện trong khoảng thời gian trong giai đoạn từ ngày 1 tháng Bảy, 2024 đến hết ngày 30 tháng Sáu, 2025.

**Cơ Hội Để Công Chúng Xem Duyệt Và Nhận Xét**

Phiên điều trần công khai sẽ được tổ chức tại Garden Grove Community Meeting Center, tọa lạc tại 11300 Stanford Avenue, Garden Grove, California, 92840 vào các ngày sau đây:

Ủy Ban Cải Thiện và Bảo Tồn Hàng Xóm (Neighborhood Improvement and Conservation Commission, NICC) vào **Thứ Hai, ngày 8 tháng Chín, 2025 lúc 6:30 chiều.**

Và buổi họp Hội Đồng Thành Phố Garden Grove vào ngày **Thứ Ba, 24 tháng Chín, 2025 lúc 6:30 chiều.**

Bản thảo CAPER niên khoá 2024-2025 sẽ có sẵn để công chúng nhận xét từ ngày 22 tháng Tám, 2025 đến ngày 23 tháng Chín, 2025 qua nhiều hình thức:

Tại website của Thành phố <https://ggcity.org/neighborhood-improvement/reports> để xem bản thảo. Vui lòng gửi những góp ý đến cô Dana Yang qua email [danay@ggcity.org](mailto:danay@ggcity.org).

Các nhận xét nên gửi đến sớm và không trễ hơn Thứ Ba, ngày 23 tháng Chín, 2025, lúc 3:00 giờ chiều đến Ban Phát triển Kinh tế và Cộng đồng. Vui lòng gửi câu hỏi hoặc góp ý đến cô Dana Yang, ở số (714) 741-5131, hoặc qua email [danay@ggcity.org](mailto:danay@ggcity.org).

/s/Lizabeth Vasquez, CMC  
Thư Ký Thành Phố

Ngày:  
Ngày công bố: 22 tháng Tám, 2025

AVISO PÚBLICO  
CIUDAD DE GARDEN GROVE  
DESEMPEÑO ANUAL CONSOLIDADO E INFORME DE  
EVALUACIÓN (CAPER) 2024-25

El Departamento de Desarrollo Económico y de Vivienda de la Ciudad de Garden Grove (Ciudad), de acuerdo con las regulaciones del Departamento de Vivienda y Desarrollo Urbano de los EE. UU (HUD, por sus siglas en inglés) ha preparado su Anteproyecto del Desempeño Anual Consolidado e Informe de Evaluación (CAPER, por sus siglas en inglés) del AF 2024-25. El informe describe y evalúa las actividades de vivienda, económicas, y de desarrollo comunitario realizadas por la Ciudad durante el periodo del 1 de julio de 2024 al 30 de junio de 2025.

Oportunidad de Revisión y Comentarios Públicos

Las audiencias públicas se llevarán a cabo en el Centro de Reuniones Comunitarias de Garden Grove ubicado en 11300 Stanford Avenue, Garden Grove, California, 92840, y están programadas de la siguiente manera:

Comisión de Conservación y Mejora del Vecindario de Garden Grove – **Lunes 8 de septiembre de 2025, a las 6:30 p.m.**

Ayuntamiento de Garden Grove – **Martes 23 de septiembre de 2025, a las 6:30 p.m.**

Desde el 22 de agosto de 2025 hasta el 23 de septiembre de 2025, el CAPER del AF 2024-2025 CAPER de la Ciudad estará disponible para revisión pública en la siguiente ubicación:

Por favor, visite el sitio web de la Ciudad es <https://ggcity.org/neighborhood-improvement/reports> para revisar el anteproyecto CAPER del AF 2024-25, y envíe sus comentarios electrónicamente a Dana Yang a [danay@ggcity.org](mailto:danay@ggcity.org).

El Departamento de Desarrollo Económico y Comunitario aceptará comentarios escritos y orales hasta las 3:00 p.m. del **23 de septiembre de 2025**. Por favor, dirija cualquier pregunta o comentario a Dana Yang, al (714) 741-5131 o por correo electrónico a [danay@ggcity.org](mailto:danay@ggcity.org).

/s/ Lizabeth Vásquez, CMC  
Secretaria de la Ciudad

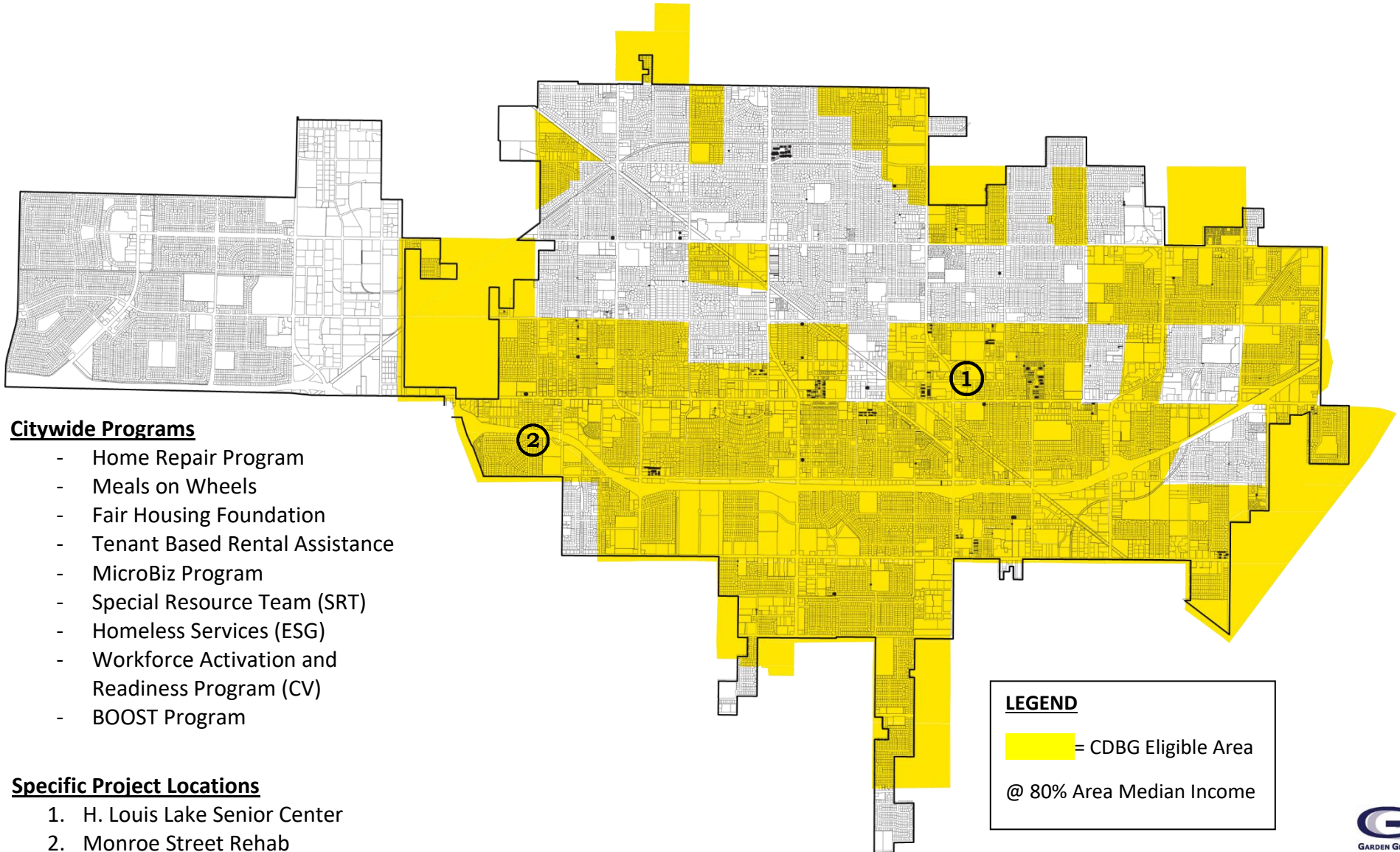
Fecha: 18 de agosto de 2025

Publicar: 22 de agosto de 2025

## **Attachment #2**

### **FY 2024-25 Project Locations Map**

# ATTACHMENT 2: FY 2024-25 Project Locations



### **Attachment #3**

#### **PR-26 – CDBG Financial Summary**



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG Financial Summary Report  
Program Year 2024  
GARDEN GROVE , CA

DATE: 08-21-25  
TIME: 17:40  
PAGE: 1

**PART I: SUMMARY OF CDBG RESOURCES**

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	1,877,100.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	195,198.61
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	2,072,298.61

**PART II: SUMMARY OF CDBG EXPENDITURES**

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	1,193,903.43
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	1,193,903.43
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	375,403.96
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,735,292.53
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	337,006.08

**PART III: LOWMOD BENEFIT THIS REPORTING PERIOD**

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	1,193,903.43
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	1,193,903.43
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

**LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS**

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

**PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS**

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	281,565.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	281,565.00
32 ENTITLEMENT GRANT	1,877,100.00
33 PRIOR YEAR PROGRAM INCOME	185,715.64
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	2,062,815.64
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	13.65%

**PART V: PLANNING AND ADMINISTRATION (PA) CAP**

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	375,403.96
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	375,403.96
42 ENTITLEMENT GRANT	1,877,100.00
43 CURRENT YEAR PROGRAM INCOME	195,198.61
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	2,072,298.61
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	18.12%

**LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17**

No data returned for this view. This might be because the applied filter excludes all data.

**LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18**

No data returned for this view. This might be because the applied filter excludes all data.





## **Attachment #4**

### **HOME Monitoring Protocols**

## **ATTACHMENT 4: HOME Monitoring Protocols**

This attachment to the City of Garden Grove's (City) Monitoring Plan is prepared to establish protocols for monitoring HOME Investment Partnerships Act (HOME) assisted rental housing projects. The City is responsible to the U.S. Department of Housing and Urban Development (HUD) for monitoring HOME-assisted rental projects throughout the period of affordability to ensure that HOME-assisted rental projects are monitored adequately for continued compliance with federal and state regulations. Monitoring guidelines are intended to assist City monitoring staff in making informed judgments about asset management, HOME Investment Partnerships Act (HOME) Program compliance and management efficiency of HOME-assisted rental projects.

The primary document used to monitor projects is the Regulatory Agreement. An exhibit of the Affordable Housing Agreement (AHA) or the Disposition and Development Agreement (DDA), a Regulatory Agreement is executed by the owner and the City or the City's Redevelopment Agency (Agency) and recorded as a lien on the project in the official records of Orange County.

### **The Monitoring Process**

Monitoring of HOME-assisted housing developments will be scheduled following the annual publication of HOME Investment Partnerships Act (HOME) rents and income limits by the U.S. Department of Housing and Urban Development (HUD), which typically occurs between March and May. Monitoring will occur at two levels:

- Annually, a desk audit will be performed wherein the owner/property manager will submit information certifying household sizes, household incomes and rents for all HOME-restricted units; and
- Periodically, an on-site visit will be conducted, which will include a property inspection and an in-depth review of all the HOME and federal cross-cutting requirements, e.g., affirmative marketing and tenant selection procedures,

On-site monitoring will occur whenever developments are inspected to ensure compliance with the City's property standards. While the City has the prerogative to monitor on-site more frequently, especially if a project is at risk because of outstanding findings or insufficient capacity, inspections and site visits will typically occur in accordance with the HOME Final Rule at 24 CFR 92.504(d):

Total No. of Units	Minimum Schedule
1 – 4 units	every 3 years
5 – 25 units	every 2 years
26+ units	annually

The following steps are to be taken when conducting a **desk audit**:

1. A monitoring letter (*Exhibit 1: Annual Monitoring Letter*) will be sent to the Owner/Property Manager transmitting the project's Annual Compliance Report and certification and recertification forms along with the new HOME rents, income limits, Garden Grove Housing Authority utility allowance schedule and a form for calculating HOME rents.
2. The Owner/Property Manager is to submit the new rent schedule and the completed Annual Compliance Report (*Exhibit 2: Project Compliance Report*) accompanied by income certification or recertification forms (*Exhibit 3: Tenant Income Certification/Recertification Form*) for each household occupying a HOME-designated unit.
3. A *Monitoring Summary* letter will be provided to the Owner/Property Manager that serves as the formal notification of the results of the monitoring. All negative conclusions will be considered a finding or concern with a specific required corrective action. A copy is retained in the Project monitoring file.
  - A "finding" is a deficiency in project performance evidencing an unmet statutory or regulatory requirement.
  - A "concern" relates to project performance requiring improvement before becoming a finding.
4. The Owner/Property Manager is to provide a written response within 30 days of the date of the Monitoring Summary letter.

5. Upon completion of all corrective actions, a letter is sent to the Owner/Property Manager stating that the monitoring findings and concerns have been closed. A copy is retained in the Project monitoring file.

The following steps are to be taken when monitoring ***on-site***:

1. A pre-monitoring letter (*Exhibit 1.1: Monitoring Letter-Site Visitation*) will be sent to the Owner and property manager at least two weeks in advance of the monitoring visit. The letter will detail the salient terms of the Project's Regulatory Agreement that will be the source of monitoring and provide the Owner/Property Manager with the new HOME rents, income limits, Garden Grove Housing Authority utility allowance schedule and a form for calculating HOME rents.
2. Upon arrival, an entrance interview will be conducted to make sure that the owner and/or manager thoroughly understand the purpose, scope and schedule for the monitoring.
3. A detailed record will be prepared of information reviewed and conversations held with the Owner/Property Manager during the monitoring visit, using a checklist (*Exhibit 4: File Checklist*) and questionnaire (*Exhibit 4.1: Monitoring Questionnaire*) of HOME Program requirements. The information gathered will serve as a basis for conclusions to be included in the Monitoring Summary letter and follow-up.
4. After the monitoring visit, a *Monitoring Summary letter* will be forwarded to the Owner/ Property Manager that serves as the formal notification of the results of the monitoring. All negative conclusions will be considered a finding or concern with a specific required corrective action. If relevant, the letter may stipulate steps initiated by the Owner/Property Manager to correct areas of noncompliance or nonperformance. A copy will be retained in the Project monitoring file.
  - A "finding" is a deficiency in project performance evidencing an unmet statutory or regulatory requirement.
  - A "concern" relates to project performance requiring improvement before becoming a finding.

5. The Owner/Property Manager is to provide a written response within 30 days of the date of the Monitoring Summary letter.
6. Upon completion of all corrective actions, a letter is sent to the Owner/Property Manager stating that the monitoring findings and concerns have been closed. A copy is retained in the Project monitoring file.

## **Monitoring files**

The City's monitoring files will contain the following documents per project per year:

1. Copies of monitoring checklists and forms;
2. Copy of the Regulatory Agreement and Promissory Note;
3. Copy of monitoring letters to the Owner/Property Manager (Summary letter and Clearance letter);
4. Copies of the project's Management Plan;
5. Copy of rent roll information submitted by the Owner/Property Manager;
6. Copy of the project's residential lease;
7. Utility Allowance schedules;
8. If applicable, reports to confirm the owner's compliance with lead-based paint requirements;
9. Reports of property and unit inspections;
10. Project Compliance Reports submitted by the Owner/Property Manager;
11. Copy of tenant certification /recertification forms
12. Confirmation of insurance coverage submitted by the property owner or management agent;
13. Confirmation of affirmative marketing compliance for projects with 5 or more HOME-assisted units;
14. Current claim for property tax exemption\*;
15. Independent Copy of Residual Receipts Report; and
16. Audit\*.

*\*Required for a Community Housing Development Organization (CHDO) only.*

## **On-Site Monitoring**

The City will conduct periodic on-site reviews of each HOME-assisted rental project to verify the following:

### 1. Continued *income* eligibility

- The City will ascertain if the owner is correctly calculating income using the 24 CFR Part 5 definition, inclusive of asset calculations and use of appropriate verification forms, and if households are low-income or very low-income.
- The City will also review tenant files to determine if the Owner/Property Manager annually re-certifies the income of each household occupying a HOME-assisted unit, and that the tenancy still meets the HOME income requirements. Though not a HOME requirement, the recertification should commence 120 days before the anniversary date and should be completed by the tenant's recertification anniversary date.

### 2. Continued *occupancy* eligibility

- For projects with five or more HOME-assisted units, a minimum of 20% of HOME-assisted units must continue to be occupied by very low-income households paying low HOME rents for the term of affordability, in accordance with the income limits published annually by HUD.

### 3. HOME *Rents*

- Maximum monthly rents of HOME-assisted units may not exceed Low HOME and High HOME rent limits as published annually by HUD. HOME rents include a tenant utility allowance generally provided by the local housing authority.
- When tenants receive additional subsidy through tenant-based rental assistance programs such as Section 8, additional requirements apply. Under the HOME Program, the total gross rent (for tenants receiving Section 8 assistance) includes the tenant's share of rent, the subsidy payment, *and the utility allowance*. The total of these three amounts can not exceed the allowable HOME rent. Any issues of non-compliance must be corrected by the Owner/ Property Manager by reducing the gross rent (tenant share, subsidy, and utility allowance) to the allowable HOME rent effective the next interim or annual recertification.

- Very low-income residents receiving project-based rental subsidies are subject to rents allowable under the federal or State project-based rental subsidy program, not the HOME rent limits.

#### 4 Rents for *over-income tenants*

- Over-income tenants (those with incomes over 80% of the area median) in HOME-assisted fixed units must pay the lesser of the amount payable by the tenant under State or local law (rent control) or 30% of the household's adjusted income for rent. There is no rent cap for "fixed" units.
- Over-income tenants in HOME-assisted floating units must pay 30% of their adjusted income for rent. However, the rent may not exceed the market rent for comparable, unassisted units in the neighborhood.

#### 5. Property Standards

- The Final Rule allows for inspection, using Housing Quality Standards at 24 CFR 982.201, of a sufficient sample of HOME-assisted units in a multi-family development, rather than inspection of each and every HOME-assisted unit in the development. The City will inspect 15 to 20 percent of the HOME-assisted units in a project including a minimum of one unit in every building. If consistent compliance problems are found, more units should be inspected.
- Housing Quality Standards at 24 CFR 982.201 will be the code used to inspect rental units. A separate inspection checklist will be completed for each HOME-assisted unit (Exhibit 5: HQS Inspection form).

#### 6. Affirmative Marketing

- Owners/Property Managers of Developments with five or more HOME-Assisted Units are required to maintain an Affirmative Marketing Plan (Exhibit 6: Affirmative Marketing/Fair Housing Marketing Report and Exhibit 6.1: Race and Ethnic Data Reporting Form) and to implement the following affirmative marketing procedures in marketing the development:

- Advertisements placed in newspapers with the broadest possible circulation, including foreign language newspapers in areas with a high percentage of non-English speaking residents.
- Place the Fair Housing logo on all advertisements and marketing materials.
- Prominently display Fair Housing posters at rental offices.

## 7. Tenant Protection Provisions

### a. Project Lease

The HOME Final Rule 24 CFR 92.253 (a) states that the "Lease between a tenant and an owner of rental housing assisted with HOME funds must be for not less than one year, unless by mutual agreement between the tenant and owner."

- The City will verify that the sample lease does not include any of the following lease provisions (Exhibit 7: Illegal Lease Provisions) are prohibited under the HOME Final Rule at 24 CFR 92.253(b):
  - Agreement by tenant to be sued, to admit guilt, or to a judgment in favor of the owner in a lawsuit in connection with the lease.*
  - Agreement by tenant that owner may take, hold or sell personal property of household members without notice to the tenant and a court decision on the rights of the parties. This prohibition, however, does not apply to an agreement by the tenant concerning disposition of personal property remaining in the housing unit after the tenant has moved out of the unit. The owner must dispose of this personal property in accordance with State law.*
  - Agreement by tenant not to hold the owner or the owner's agents legally responsible for any action or failure to act, whether intentional or negligent*
  - Agreement of the tenant that the owner may institute a lawsuit without notice to tenant.*
  - Agreement by tenant that the owner may evict tenant or household members without instituting a civil court proceeding in which the tenant has the opportunity to present a defense, or before a court decision on the rights of the parties.*
  - Agreement by tenant to waive any right to a trial by jury.*
  - Agreement by tenant to waive tenant's right to appeal, or to otherwise challenge in court, a court decision in connection with the lease.*
  - Agreement by tenant to pay attorney's fees or other legal costs even if the tenant wins in a court proceeding by the*



*owner against the tenant. The tenant, however, may be obligated to pay costs if the tenant loses.*

b. Tenant Selection;

Under 24 CFR 92.253 (d), an owner of rental housing assisted with HOME funds must adopt written tenant selection policies and criteria that:

- Are consistent with the purpose of providing housing for very low-income and low-income families;
- Are reasonably related to program eligibility and the applicants' ability to perform the obligations of the lease;
- Provide for the selection of tenants from a written waiting list in the chronological order of their application, insofar as is practicable;
- Give prompt written notification to any rejected applicant of the grounds for any rejection.

The City will review the Owner's tenant selection plan to ensure that tenants are selected for occupancy in accordance with HOME regulations and established management policies. The selection plan should include:

- Citizenship/immigration status requirements. The owner should describe how citizenship/immigration requirements are implemented. Currently, there are no HOME restrictions on the use of assisted housing by non-citizens.
- Social Security number requirements. Requirements for providing SSNs, allowing extended time to provide proof of SSNs and procedures used when an individual has no SSN, must be described.
- Procedures for taking applications and selecting from the waiting list, such as the following:
  - Selection of tenants must be based on order of application.
  - The plan must include policies for notification to tenant applicants of eligibility for residency, and based on turnover history for units in the development, the approximate date when a unit may be available.

- The plan description must include maintenance of a waiting list of applicant households eligible to occupy assisted units and units designated for various income levels, and the methods of advertising used to announce opening and closing of the waiting list.
- The plan must define each preference adopted for use in the property and any rating, ranking, or combining of the preferences the owner has established that will affect the order in which applicants are selected from the waiting list. The plan should also describe the acceptable sources of information to verify the qualification for preferences.
- The plan must describe the procedures used by the owner to meet the income targeting requirements.
- Policy for opening, closing and maintaining the waiting list.

## **APPENDIX**

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**Exhibit 1: Sample Annual Monitoring Letter**

**Exhibit 1.1: Sample Annual Monitoring Letter – Site Visitation**

**Exhibit 2: Project Compliance Certification**

**Exhibit 2.1: Project Compliance Report**

**Exhibit 3: Tenant Income Certification**

**Exhibit 3.1: Tenant Income Recertification**

**Exhibit 4: File Checklist**

**Exhibit 4.1: Monitoring Questionnaire**

**Exhibit 5: Housing Quality Standards (HQS) Form**

**Exhibit 6: Affirmative Marketing/Fair Housing Marketing Report**

**Exhibit 6.1: Race and Ethnic Data Reporting Form**

**Exhibit 7: Illegal Lease Provisions**

Exhibit 1: Sample Annual Monitoring Letter

-----, 200-

**[Developer Name  
Address]**

**SUBJECT: MONITORING OF [Project name]**

Dear ----:

As you may know, development of the **[Project name]** included the use of federal HOME Investment Partnerships Act (HOME) funds from the City of Garden Grove (City). As a consequence, the City is required to annually monitor the project. This letter serves to transmit the following information you are to submit to the City within 30 days of this letter:

- Project Compliance Report;
- Certificate of Continuing Project Compliance; and
- Tenant Certification/Recertification Forms.

Within 30 days receipt of the aforementioned documents, the City will notify you in writing of the results of the monitoring and set forth any findings or concerns the a timeframe for a written response and corrective action.

This letter further serves to relay the following attachments for your use:

- Copy of the Regulatory Agreement;
- HOME Rent Limits
- Utility Allowance
- HOME Rent Calculation Form

Please direct your questions or comments to Michael Salazar at (714) 741-5144 or via e-mail at [msalazar@garden-grove.org](mailto:msalazar@garden-grove.org).

Sincerely,

Susan Emery, Director  
Community Development Department

cc: **[Property Manager]**

Attachments:  
Certificate of Continuing Project Compliance

(P:\Neigh-Im\HUD Admin\HOME\HOME Monitoring Protocol Exhibit II)

Compliance Report  
Certification/Recertification Forms  
HOME Rent Limits  
Utility Allowance  
HOME Rent Calculation Form

## Exhibit 1.1: Sample Monitoring Letter-Site Visitation

-----, 200-

**[Developer Name  
Address]**

SUBJECT: MONITORING OF [**Project name**]

Dear -----:

As you may know, development of the [**Project name**] included the use of federal HOME Investment Partnerships Act (HOME) funds from the City of Garden Grove. As a consequence, the City is required to annually monitor the project and, as part of the City Monitoring Plan, to periodically conduct a site inspection and review project documents. This letter serves to notify you that the City has scheduled a monitoring visit of the [**Project name**] on --, --- 200- at --- a.m. at the office of the on-site property manager and to memorialize the information you are to provide to City representatives. Michael Salazar will hold an entrance interview on ---- with you and any representative(s) designated by the owner.

Mr. Salazar will then review project documents and tenant files to ascertain whether the project remains in compliance with HOME requirements, e.g., rents, tenant income eligibility, occupancy eligibility, property standards, affirmative marketing and fair housing and lease terms. Accompanying Mr. Salazar will be Gil Jelkin, who will need access to inspect the --- HOME-designated units to determine that the units comply with federal Housing Quality Standards (HQS), local and state codes.

The following information should be available at the time of monitoring:

- Your key staff to assist during the monitoring and the unit inspections;
- Copy of the Regulatory Agreement;
- Copy of monitoring letters (both initial summary letter and subsequent clearance letter);
- Tenant files of tenants occupying HOME units with documentation evidencing income/asset certification compliance by the property owner or management agent;
- Copies of the project's Management Plan and Management Agreement, including tenant selection procedures and the project waiting list;
- Copy of rent roll information submitted by the owner or management agent;
- Copy of the project's residential lease;
- Utility Allowance schedules;

- Reports of past property and unit inspections conducted by the City;
- Project Compliance Reports submitted by the property owner or management agent;
- Confirmation of insurance coverage submitted by the property owner or management agent; and
- Affirmative marketing plan and fair housing procedures.

Attached is the Project Compliance Report that Mr. Salazar will review with you, as well as a copy of the same Report that was submitted on -----.

Following this meeting, the City will then transmit the preliminary results of the monitoring visit, which provides you with an opportunity to correct any misunderstandings, provide additional information that may be needed and set forth the actions being undertaken to correct areas of noncompliance. Within 30 days of the --- monitoring visit, the City will notify you in writing of the results of the monitoring and set forth any findings or concerns and the timeframe for a written response and corrective action.

Please direct your questions or comments to Michael Salazar at (714) 741-5144 or via e-mail at [msalazar@garden-grove.org](mailto:msalazar@garden-grove.org).

Sincerely,

Susan Emery, Director  
Community Development Department

cc: **[Property Manager]**

Attachments:  
Certificate of Continuing Project Compliance  
Compliance Report  
Certification/Recertification Forms  
Management Questionnaire  
HOME Rent Limits  
Utility Allowance  
HOME Rent Calculation Form

## Exhibit 2: Project Compliance Certification

### CERTIFICATE OF CONTINUING PROJECT COMPLIANCE

Reporting Period: July 1, \_\_\_\_ to June 30, \_\_\_\_

Project: \_\_\_\_\_

Total Number of Units in Project: \_\_\_\_\_

Total Number of Units/Percent Restricted to Income Eligible Tenants: \_\_\_\_\_

The undersigned, having executed an Agreement with the City of Garden Grove (City) and having received certain funds from the City for the purpose of financing a multifamily housing project referenced herein, does hereby certify the following during the preceding fiscal year.

- ☐ The minimum number of restricted units in the Project were occupied or held available for families who were income eligible in accordance with the Agreement.
- ☐ The minimum number of restricted units in the Project were occupied or held available for income eligible families.
- ☐ The contract rents (rent plus utility allowance) charged for restricted units occupied by the eligible tenants did not exceed the limits prescribed in the Agreement.
- ☐ The income of tenants in all qualifying units has been reviewed and verified, and falls within the applicable qualifying income limits.
- ☐ The representations set forth herein are true and correct to the best of the undersigned's knowledge and belief.
- ☐ No default exists under the Agreement; e.g., Project complies with the occupancy standards and property standards set forth in the Agreement.

Attached is an occupancy report listing the number of each unit occupied by eligible tenants, names of eligible tenants, number of occupants in the unit, annual income, move-in date and monthly contract rent. Also attached is a copy of a tenant statement and certification for each tenant continuously residing in a restricted unit during the reporting period.



All documents related to the Agreement funding the above Project are located at the following address: \_\_\_\_\_

See separate file for formatted Project compliance Certification

---

Address	City	State	Zip Code
---------	------	-------	----------

---

Printed Name

---

Signature

---

Title

---

Date

Exhibit: 3: Income Certification

**TENANT INCOME CERTIFICATION**

\_\_\_ Initial Certification    \_\_\_ Annual Recertification    \_\_\_ Other

PROPERTY NAME:	COUNTY:
PROPERTY ADDRESS:	UNIT NUMBER:
1. HEAD-OF-HOUSE NAME	2. NUMBER OF BEDROOMS

<b>ASSETS</b>			
FAMILY MEMBER	ASSET DESCRIPTION	CURRENT CASH VALUE OF ASSETS	ACTUAL INCOME FROM ASSETS
3. NET CASH VALUE OF ASSETS.....		3.	
4. TOTAL ACTUAL INCOME FROM ASSETS.....			4.
5. IF LINE 3 IS GREATER THAN \$5,000, MULTIPLY LINE BY _____ (PASSBOOK RATE) AND ENTER RESULTS HERE; OTHERWISE, LEAVE BLANK			5.

## **TENANT INCOME CERTIFICATION**

\_\_\_ Initial Certification    \_\_\_ Annual Recertification    \_\_\_ Other

<b>ANTICIPATED ANNUAL INCOME</b>					
FAMILY MEMBERS	WAGES/ SALARIES	BENEFITS/ PENSIONS	PUBLIC ASSISTANCE	OTHER INCOME	ASSET INCOME
					<i>ENTER THE GREATER OF LINES 4 OR 5 FROM ABOVE IN FIELD "E"</i>
6. TOTALS	A.	B.	C.	D.	E.
ENTER TOTAL OF ITEMS FROM 6A. THROUGH 6E. <b><u>THIS IS ANNUAL INCOME.</u></b>					7.

\_\_\_\_\_  
SIGNATURE OF OWNER/ REPRESENTATIVE

\_\_\_\_\_  
DATE

**RECERTIFICATION OF ANNUAL INCOME BY TENANT FAMILY**

Tenant Name: \_\_\_\_\_

Address & Unit #: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Household Information**

Household Size (total number in household): \_\_\_\_\_

Household members (list): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Income Information

Salary: \$ \_\_\_\_\_

Social Security: \$ \_\_\_\_\_

Other (Please specify):

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

Annual (gross) income (total of all household members):  
\$ \_\_\_\_\_

I/we certify this information is complete and accurate. I/we agree to provide upon request, documentation on all income sources to (Name of PJ and/or Property Owner/Manager)

_____ Tenant Signature	_____ Date
---------------------------	---------------

-----Property Owner's Signature Only-----			
I hereby certify that the above information agrees with the rental applications and documents presented by the above applicants, and that I have reviewed and attached documentation and the above information is true and correct to the best of my knowledge and belief.			
<i>Owner's Signature</i>		<i>Position/Title</i>	<div style="text-align: right; margin-bottom: 5px;">/ /</div> <i>Date</i>

<p><b>WARNING:</b> Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government.</p>
--

### For Property Management Personnel Only

---

Did staff use at least one of the following methods to verify information?  
 \_\_\_Yes \_\_\_No, if no why?

Circle the method used:

1. Two (2) paycheck stubs from the tenant's two (2) most recent pay periods
2. A copy of an income tax return from the tenant for the most recent tax year in which a return was filed.
3. An income verification certification from the employer of the tenant.
4. An income verification certification from the Social Security Administration and/or California Department of Social Services if the tenant receives assistance from such agencies.
5. A credit report from a commercial credit report agency.

6. An alternate form of income certification reasonably requested by the Owner, if none of the above forms of verification is available to the Owner.

**Documentation**

Did staff make a copy of the documentation and file in each tenant file?

A copy of proof of income in file \_\_\_\_\_Yes      \_\_\_\_\_No    If no, why?

## **Attachment #5**

### **FY 2024-25 ESG Sage Report**



## Submission Overview: ESG: CAPER

Report: **CAPER**Period: **7/1/2024 - 6/30/2025**Your user level here: **Data Entry and Account Admin**

---

### Step 1: Dates

---

7/1/2024 to 6/30/2025

### Step 2: Contact Information

---

First Name	<b>Timothy</b>
Middle Name	
Last Name	<b>Throne</b>
Suffix	
Title	
Street Address 1	<b>11222 Acacia Parkway</b>
Street Address 2	
City	<b>Garden Grove</b>
State	<b>California</b>
ZIP Code	<b>92840</b>
E-mail Address	<b>timothyt@ggcity.org</b>
Phone Number	<b>(714)741-5144</b>
Extension	
Fax Number	



## Step 4: Grant Information

---

### Emergency Shelter Rehab/Conversion

---

Did you create additional shelter beds/units through an ESG-funded rehab project **No**

Did you create additional shelter beds/units through an ESG-funded conversion project **No**

### Data Participation Information

---

Are there any funded projects, except HMIS or Admin, which are not listed on the Project, Links and Uploads form? This includes projects in the HMIS and from VSP **No**

## Step 5: Project Outcomes

*Project outcomes are required for all CAPERS where the program year start date is 1-1-2021 or later. This form replaces the narrative in CR-70 of the eCon Planning Suite.*

From the Action Plan that covered ESG for this reporting period copy and paste or retype the information in Question 5 on screen AP-90: "Describe performance standards for evaluating ESG."

The performance standards for evaluating ESG are described in the Protocols for Administration of The Emergency Solutions Grant, included in Appendix C.

These ESG Protocols call out the responsibilities of the subrecipients, and how the City will be monitoring compliance with federal regulations. Additionally, the protocols go over the following items:

- Summary of Eligible Components, Activities and Expenses
- ESG Subgrantee Report
- ESG Eligibility Evaluation
- Subrecipient Agreement and Contract Requirements
- Monitoring Notification Letter: On-Site Visit
- Annual Monitoring Notification Letter: Desk Audit
- Monitoring Checklist and Requirements

*Based on the information from the Action Plan response previously provided to HUD:*

1. Briefly describe how you met the performance standards identified in A-90 this program year. *If they are not measurable as written type in N/A as the answer.*

The City of Garden Grove conducts desk monitoring every two years to ensure the City's subrecipients are in compliance with HUD ESG regulations. During FY 2022-23, the City conducted desk monitoring of all ESG and ESG-CV subrecipients to ensure they are abiding by the "Protocols for Administration of The Emergency Solutions Grant" document.

Additionally, City Staff reviews each quarterly report thoroughly prior to processing the invoice for payment. The City has protocols in place to ensure expenses being reimbursed are eligible ESG expenses, and the ESG matching requirements are met. The City maintains hard files in addition to electronic files to ensure backup documentation is accessible.

2. Briefly describe what you did not meet and why. *If they are not measurable as written type in N/A as the answer.*

Service providers left \$42,874.23 in FY 23-24 ESG entitlement funding unexpended last year and the City prioritized spending down prior year funds in FY 24-25. As a result, the City left \$27,348.23 in FY 24-25 ESG funds unallocated to spend down the prior year resources. The City expended a total of \$127,773.89 in ESG funding during FY 24-25.

Approximately \$50,408.11 in FY 24-25 funds were left unexpended as a result of the City's street outreach, emergency shelter and rapid rehousing providers not finding eligible client matches in the Coordinated Entry System. The \$77,756.34 in FY 24-25 entitlement funds that were left unexpended or unallocated will be carried over and programmed for use in FY 25-26.

OR

3. If your standards were not written as measurable, provide a sample of what you will change them to in the future? *If they were measurable and you answered above type in N/A as the answer.*

N/A

## Step 6: Financial Information

## ESG Information from IDIS

As of 8/15/2025

FY	Grant Number	Current Authorized Amount	Funds Committed By Recipient	Funds Drawn	Balance Remaining	Obligation Date	Expenditure Deadline
2024	E24MC060505	\$162,656.00	\$114,079.00	\$41,477.79	\$121,178.21	9/6/2024	9/6/2026
2023	E23MC060505	\$169,786.00	\$169,786.00	\$156,441.46	\$13,344.54	9/14/2023	9/14/2025
2022	E22MC060505	\$170,698.00	\$170,698.00	\$170,698.00	\$0	10/24/2022	10/24/2024
2021	E21MC060505	\$173,143.00	\$173,143.00	\$173,143.00	\$0	9/15/2021	9/15/2023
2020	E20MC060505	\$174,721.00	\$174,721.00	\$174,721.00	\$0	8/12/2020	8/12/2022
2019	E19MC060505	\$177,733.00	\$177,733.00	\$177,733.00	\$0	9/17/2019	9/17/2021
2018	E18MC060505	\$168,709.00	\$168,709.00	\$168,709.00	\$0	8/7/2018	8/7/2020
2017	E17MC060505	\$173,899.00	\$173,899.00	\$173,899.00	\$0	9/22/2017	9/22/2019
2016	E16MC060505	\$174,447.60	\$174,447.60	\$174,447.60	\$0	8/30/2016	8/30/2018
2015	E15MC060505	\$175,880.00	\$175,880.00	\$175,880.00	\$0	8/19/2015	8/19/2017
Total		\$2,022,668.23	\$1,974,091.23	\$1,888,145.48	\$134,522.75		

Expenditures	2024 Yes	2023 Yes	2022 No	2021 No	2020 No	2019 No	2018 No	2017 No	2016 No
	FY2024 Annual ESG Funds for	FY2023 Annual ESG Funds for							
<b>Homelessness Prevention</b>	<b>Non-COVID</b>	<b>Non-COVID</b>							
Rental Assistance		28,972.86							
Relocation and Stabilization Services - Financial Assistance		2,286.45							
Relocation and Stabilization Services - Services		11,614.92							
Hazard Pay ( <i>unique activity</i> )									
Landlord Incentives ( <i>unique activity</i> )									
Volunteer Incentives ( <i>unique activity</i> )									
Training ( <i>unique activity</i> )									
<b>Homeless Prevention Expenses</b>	<b>0.00</b>	<b>42,874.23</b>							
	FY2024 Annual ESG Funds for	FY2023 Annual ESG Funds for							
<b>Rapid Re-Housing</b>	<b>Non-COVID</b>	<b>Non-COVID</b>							
Rental Assistance									

Relocation and Stabilization Services - Financial Assistance		
Relocation and Stabilization Services - Services		
Hazard Pay <i>(unique activity)</i>		
Landlord Incentives <i>(unique activity)</i>		
Volunteer Incentives <i>(unique activity)</i>		
Training <i>(unique activity)</i>		
<b>RRH Expenses</b>	<b>0.00</b>	<b>0.00</b>
	<b>FY2024 Annual ESG Funds for</b>	<b>FY2023 Annual ESG Funds for</b>
<b>Emergency Shelter</b>	<b>Non-COVID</b>	<b>Non-COVID</b>
Essential Services	<b>31,001.06</b>	
Operations	<b>6,115.62</b>	
Renovation		
Major Rehab		
Conversion		
Hazard Pay <i>(unique activity)</i>		
Volunteer Incentives <i>(unique activity)</i>		
Training <i>(unique activity)</i>		
<b>Emergency Shelter Expenses</b>	<b>37,116.68</b>	<b>0.00</b>
	<b>FY2024 Annual ESG Funds for</b>	<b>FY2023 Annual ESG Funds for</b>
<b>Temporary Emergency Shelter</b>	<b>Non-COVID</b>	<b>Non-COVID</b>
Essential Services		
Operations		
Leasing existing real property or temporary structures		
Acquisition		
Renovation		
Hazard Pay <i>(unique activity)</i>		
Volunteer Incentives <i>(unique activity)</i>		
Training <i>(unique activity)</i>		
Other Shelter Costs		
<b>Temporary Emergency Shelter Expenses</b>		
	<b>FY2024 Annual ESG Funds for</b>	<b>FY2023 Annual ESG Funds for</b>

Street Outreach	Non-COVID	Non-COVID
Essential Services	30,703.98	
Hazard Pay <i>(unique activity)</i>		
Volunteer Incentives <i>(unique activity)</i>		
Training <i>(unique activity)</i>		
Handwashing Stations/Portable Bathrooms <i>(unique activity)</i>		
Street Outreach Expenses	30,703.98	0.00
	FY2024 Annual ESG Funds for	FY2023 Annual ESG Funds for
Other ESG Expenditures	Non-COVID	Non-COVID
Cell Phones - for persons in CoC/YHDP funded projects <i>(unique activity)</i>		
Coordinated Entry COVID Enhancements <i>(unique activity)</i>		
Training <i>(unique activity)</i>		
Vaccine Incentives <i>(unique activity)</i>		
HMIS	4,880.00	
Administration	12,199.00	
Other Expenses	17,079.00	0.00
	FY2024 Annual ESG Funds for	FY2023 Annual ESG Funds for
	Non-COVID	Non-COVID
Total Expenditures	84,899.66	42,874.23
Match	84,899.66	42,874.23
Total ESG expenditures plus match	169,799.32	85,748.46

Total expenditures plus match for all years

255,547.78

**Step 7: Sources of Match**

	FY2024	FY2023	FY2022	FY2021	FY2020	FY2019	FY2018	FY2017	FY2016	FY2015
Total regular ESG plus COVID expenditures brought forward	\$84,899.66	\$42,874.23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total ESG used for COVID brought forward	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total ESG used for regular expenses which requires a match	\$84,899.66	\$42,874.23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Match numbers from financial form	\$84,899.66	\$42,874.23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Match Percentage	100.00%	100.00%	0%	0%	0%	0%	0%	0%	0%	0%

**Match Source**

Other Non-ESG HUD Funds

Other Federal Funds

State Government

Local Government **17,079.00**Private Funds **16,116.68** **42,874.23**

Other

Fees

Program Income

<b>Total Cash Match</b>	<b>33,195.68</b>	<b>42,874.23</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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Non Cash Match **51,703.98**

<b>Total Match</b>	<b>84,899.66</b>	<b>42,874.23</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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**Step 8: Program Income**

Program income is the income received by the recipient or subrecipient directly generated by a grant supported activity. Program income is defined in 2 CFR §200.307. More information is also available in the ESG CAPER Guidebook in the resources tab above.

Did the recipient earn program income from any ESG project during the program year?

**No**

CAPER Aggregator 2.0  
Grant List

Jurisdiction	Type	Start Date	End Date	Current Status
ESG: Garden Grove - CA	CAPER	7/1/2024	6/30/2025	Submitted

Q04a: Project

Please select details made in the filters above to

Q05a: Report

Category	Count of Clients for DQ	Count of Clients
Total Number of Persons Served	110	180
Number of Adults (Age 18 or Over)	54	124
Number of Children (Under Age 18)	56	56
Number of Persons with Unknown Age	0	0
Number of Leavers	97	97
Number of Adult Leavers	49	49
Number of Adult and Head of Household Leavers	49	49
Number of Stayers	13	83
Number of Adult Stayers	5	75
Number of Veterans	0	5
Number of Chronically Homeless Persons	7	41
Number of Youth Under Age 25	3	4
Number of Parenting Youth Under Age 25 with	3	3
Number of Adult Heads of Household	38	105
Number of Child and Unknown-Age Heads of	0	0
Heads of Households and Adult Stayers in the	0	0

Q06a: Data Quality:

	Client Doesn't	Information Missing	Data Issues	Total	% of Issue Rate
Name	0	0	0	0	0%
Social Security Number	21	1	0	22	20.00%
Date of Birth	0	0	0	0	0%
Race/Ethnicity	0	0	0	0	0%
Overall Score	0	0	0	22	20.00%

Q06b: Data Quality:

Data Element	Client Doesn't	Information Missing	Data Issues	Total	% of Issue Rate
Veteran Status	0	0	0	0	0%
Project Start Date	0	0	0	0	0%
Relationship to Head of Household	0	0	0	0	0%
Enrollment CoC	0	0	0	0	0%
Disabling Condition	0	0	0	0	0%

Q06c: Data Quality:

Data Element	Client Doesn't	Information Missing	Data Issues	Total	% of Error Rate
Destination	0	5	0	5	5.15%
Income and Sources at Start	0	0	0	0	0%
Income and Sources at Annual Assessment	0	0	0	0	0%
Income and Sources at Exit	0	0	0	0	0%

Q06d: Data Quality:

Entering into project type	Count of Total Records	Missing Time in Institution	Missing Time in Housing	Approximate Date	Number of Times	Number of Months	% of
ES-EE, ES-NbN, SH, Street Outreach	32	0	0	0	0	0	0
TH	0	0	0	0	0	0	0
PH (All)	0	0	0	0	0	0	0
CE	0	0	0	0	0	0	0
SSO, Day Shelter, HP	22	0	0	0	0	0	0
Total	54	0	0	0	0	0	0

Q06e: Data Quality:

Time for Record Entry	Number of Project Start	Number of Project Exit Records
	0	3
0 days	1	3
1-3 Days	53	39
4-6 Days	5	19
7-10 Days	4	17
11+ Days	30	16

Q06f: Data Quality:

Data Element	# of Records	# of Inactive Records	% of Inactive Records
Contact (Adults and Heads of Household in	0	0	0
Bed Night (All Clients in ES - NbN)	0	0	0

Q07a: Number of

	Total	Without Children	With Children and	With Only Children	Unknown Household
Adults	124	80	44	0	0
Children	56	0	56	0	0
Client Doesn't Know/Prefers Not to Answer	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	180	80	100	0	0
For PSH & RRH – the total persons served who	0	0	0	0	0

Q07b: Point-in-Time

	Total	Without Children	With Children and	With Only Children	Unknown Household
January	71	44	27	0	0
April	63	49	14	0	0

July	24	4	20	0	0
October	45	23	22	0	0

Q08a: Households

	Total	Without Children	With Children and	With Only Children	Unknown Household
Total Households	105	73	32	0	0
For PSH & RRH – the total households served	0	0	0	0	0

Q08b: Point-in-Time

	Total	Without Children	With Children and	With Only Children	Unknown Household
January	51	43	8	0	0
April	54	48	6	0	0
July	8	2	6	0	0
October	29	21	8	0	0

Q09a: Number of

Number of Persons Contacted	All Persons Contacted	First contact – NOT staying on	First contact – WAS	First contact – Worker
Once	0	0	0	0
2-5 Times	0	0	0	0
6-9 Times	0	0	0	0
10+ Times	0	0	0	0
Total Persons Contacted	0	0	0	0

Q09b: Number of

Number of Persons Engaged	All Persons Contacted	First contact – NOT staying on	First contact – WAS	First contact – Worker
Once	0	0	0	0
2-5 Contacts	0	0	0	0
6-9 Contacts	0	0	0	0
10+ Contacts	0	0	0	0
Total Persons Engaged	0	0	0	0
Rate of Engagement	0	0	0	0

Q11: Age

	Total	Without Children	With Children and	With Only Children	Unknown Household
Under 5	16	0	16	0	0
5-12	26	0	26	0	0
13-17	14	0	14	0	0
18-24	7	3	4	0	0
25-34	31	16	15	0	0
35-44	34	19	15	0	0
45-54	27	21	6	0	0
55-64	18	16	2	0	0
65+	7	5	2	0	0
Client Doesn't Know/Prefers Not to Answer	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	180	80	100	0	0

Q12: Race and

	Total	Without Children	With Children and	With Only Children	Unknown Household
American Indian, Alaska Native, or Indigenous	0	0	0	0	0
Asian or Asian American	14	6	8	0	0
Black, African American, or African	18	6	12	0	0
Hispanic/Latina/e/o	50	10	40	0	0
Middle Eastern or North African	7	2	5	0	0
Native Hawaiian or Pacific Islander	0	0	0	0	0
White	37	33	4	0	0
Asian or Asian American & American Indian, Black, African American, or African & American	0	0	0	0	0
Hispanic/Latina/e/o & American Indian, Alaska Native or Pacific Islander & American	2	2	0	0	0
Middle Eastern or North African & American	0	0	0	0	0
Native Hawaiian or Pacific Islander & American	0	0	0	0	0
White & American Indian, Alaska Native, or Black, African American, or African & Asian or Hispanic/Latina/e/o & Asian or Asian American	2	2	0	0	0
Middle Eastern or North African & Asian or Asian	1	1	0	0	0
Native Hawaiian or Pacific Islander & Asian or White & Asian or Asian American	0	0	0	0	0
Hispanic/Latina/e/o & Black, African American, Middle Eastern or North African & Black, African	2	1	1	0	0
Native Hawaiian or Pacific Islander & Black, White & Black, African American, or African	0	0	0	0	0
White & Black, African American, or African	3	1	2	0	0
Middle Eastern or North African & Native Hawaiian or Pacific Islander & White & Hispanic/Latina/e/o	0	0	0	0	0
White & Hispanic/Latina/e/o	41	15	26	0	0
Native Hawaiian or Pacific Islander & Middle	0	0	0	0	0
White & Middle Eastern or North African	2	0	2	0	0
White & Native Hawaiian or Pacific Islander	0	0	0	0	0
Multiracial – more than 2 races/ethnicity, with	0	0	0	0	0
Multiracial – more than 2 races, where no option	0	0	0	0	0
Client Doesn't Know/Prefers Not to Answer	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	180	80	100	0	0

Q13a1: Physical and

	Total Persons	Without Children	Adults in HH with	Children in HH with	With Children and	With Only Children	Unknown
Mental Health Disorder	39	32	7	0	0	0	0
Alcohol Use Disorder	1	1	0	0	0	0	0
Drug Use Disorder	29	28	1	0	0	0	0
Both Alcohol Use and Drug Use Disorders	2	2	0	2	0	0	0
Chronic Health Condition	29	18	9	2	0	0	0



HIV/AIDS	1	1	0	0	0	0	0
Developmental Disability	20	12	2	6	0	0	0
Physical Disability	28	23	5	0	0	0	0

Q13b1: Physical and

	Total Persons	Without Children	Adults in HH with	Children in HH with	With Children and	With Only Children	Unknown
Mental Health Disorder	10	3	7	0	0	0	0
Alcohol Use Disorder	0	0	0	0	0	0	0
Drug Use Disorder	1	0	1	0	0	0	0
Both Alcohol Use and Drug Use Disorders	0	0	0	0	0	0	0
Chronic Health Condition	11	2	7	2	0	0	0
HIV/AIDS	0	0	0	0	0	0	0
Developmental Disability	8	2	1	5	0	0	0
Physical Disability	10	4	6	0	0	0	0

Q13c1: Physical and

	Total Persons	Without Children	Adults in HH with	Children in HH with	With Children and	With Only Children	Unknown
Mental Health Disorder	31	29	2	0	0	0	0
Alcohol Use Disorder	1	1	0	0	0	0	0
Drug Use Disorder	28	28	0	0	0	0	0
Both Alcohol Use and Drug Use Disorders	2	2	0	0	0	0	0
Chronic Health Condition	15	15	0	0	0	0	0
HIV/AIDS	1	1	0	1	0	0	0
Developmental Disability	12	10	1	1	0	0	0
Physical Disability	19	19	0	0	0	0	0

Q14a: History of

	Total	Without Children	With Children and	With Only Children	Unknown Household
Yes	31	16	15	0	0
No	93	64	29	0	0
Client Doesn't Know/Prefers Not to Answer	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	124	80	44	0	0

Q14b: Most recent

	Total	Without Children	With Children and	With Only Children	Unknown Household
Within the past three months	15	4	11	0	0
Three to six months ago	3	1	2	0	0
Six months to one year	1	1	0	0	0
One year ago, or more	12	10	2	0	0
Client Doesn't Know/Prefers Not to Answer	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	31	16	15	0	0

Q15: Living Situation

	Total	Without Children	With Children and	With Only Children	Unknown Household
<b>Homeless Situations</b>					
Place not meant for habitation	89	68	21	0	0
Emergency shelter, including hotel or motel paid	12	2	10	0	0
Safe Haven	0	0	0	0	0
<b>Subtotal - Homeless Situations</b>	101	70	31	0	0
<b>Institutional Situations</b>					
Foster care home or foster care group home	0	0	0	0	0
Hospital or other residential non-psychiatric	0	0	0	0	0
Jail, prison, or juvenile detention facility	1	1	0	0	0
Long-term care facility or nursing home	0	0	0	0	0
Psychiatric hospital or other psychiatric facility	0	0	0	0	0
Substance abuse treatment facility or detox	0	0	0	0	0
<b>Subtotal - Institutional Situations</b>	1	1	0	0	0
<b>Temporary Situations</b>					
Transitional housing for homeless persons	0	0	0	0	0
Residential project or halfway house with no	0	0	0	0	0
Hotel or motel paid for without emergency	0	0	0	0	0
Host Home (non-crisis)	0	0	0	0	0
Staying or living in a friend's room, apartment,	0	0	0	0	0
Staying or living in a family member's room,	0	0	0	0	0
<b>Subtotal - Temporary Situations</b>	0	0	0	0	0
<b>Permanent Situations</b>					
Rental by client, no ongoing housing subsidy	22	9	13	0	0
Rental by client, with ongoing housing subsidy	0	0	0	0	0
Owned by client, with ongoing housing subsidy	0	0	0	0	0
Owned by client, no ongoing housing subsidy	0	0	0	0	0
<b>Subtotal - Permanent Situations</b>	22	9	13	0	0
Client Doesn't Know/Prefers Not to Answer	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Subtotal - Other Situations</b>	0	0	0	0	0
<b>TOTAL</b>	124	80	44	0	0

Q16: Cash Income -

	Income at Start	Income at Latest	Income at Exit for
No income	62	0	18
\$1 - \$150	6	0	0
\$151 - \$250	2	0	2
\$251 - \$500	18	0	3
\$501 - \$1000	12	0	4
\$1,001 - \$1,500	10	0	2
\$1,501 - \$2,000	9	0	10
\$2,001+	4	0	10
Client Doesn't Know/Prefers Not to Answer	1	0	0

Data Not Collected	0	0	0
Number of Adult Stayers Not Yet Required to	0	75	0
Number of Adult Stayers Without Required	0	0	0
<b>Total Adults</b>	<b>124</b>	<b>75</b>	<b>49</b>

Q17: Cash Income -

	Income at Start	Income at Latest	Income at Exit for
Earned Income	17	0	18
Unemployment Insurance	2	0	2
Supplemental Security Income (SSI)	7	0	2
Social Security Disability Insurance (SSDI)	4	0	1
VA Service-Connected Disability Compensation	0	0	0
VA Non-Service Connected Disability Pension	0	0	0
Private Disability Insurance	0	0	0
Worker's Compensation	0	0	0
Temporary Assistance for Needy Families (TANF)	9	0	10
General Assistance (GA)	20	0	2
Retirement Income from Social Security	2	0	2
Pension or retirement income from a former job	0	0	0
Child Support	2	0	5
Alimony and other spousal support	0	0	0
Other Source	5	0	1
Adults with Income information at Start and	0	0	49

Q19b: Disabling

	AO: Adult with Disabling	AO: Adult without Disabling	AO: Total Adults	AO: % with Disabling	AC: Adult with	AC: Adult without	AC: Total Adults	AC: % with	UK: Adult with	UK: Adult without	UK: Total Adults	UK: % with Disabling Condition
Earned Income	0	3	3	0%	1	14	15	6.67%	0	0	0	0
Unemployment Insurance	1	1	2	50.00%	0	0	0	0	0	0	0	0
Supplemental Security Income (SSI)	1	0	1	100.00%	1	0	1	100.00%	0	0	0	0
Social Security Disability Insurance (SSDI)	1	0	1	100.00%	0	0	0	0	0	0	0	0
VA Service-Connected Disability Compensation	0	0	0	0	0	0	0	0	0	0	0	0
VA Non-Service-Connected Disability Pension	0	0	0	0	0	0	0	0	0	0	0	0
Private Disability Insurance	0	0	0	0	0	0	0	0	0	0	0	0
Worker's Compensation	0	0	0	0	0	0	0	0	0	0	0	0
Temporary Assistance for Needy Families (TANF)	0	0	0	0	5	10	10	50.00%	0	0	0	0
General Assistance (GA)	1	0	1	100.00%	1	0	1	100.00%	0	0	0	0
Retirement Income from Social Security	0	0	0	0	1	2	2	50.00%	0	0	0	0
Pension or retirement income from a former job	0	0	0	0	0	0	0	0	0	0	0	0
Child Support	0	0	0	0	0	5	5	0%	0	0	0	0
Alimony and other spousal support	0	0	0	0	0	0	0	0	0	0	0	0
Other source	0	0	0	0	1	0	1	100.00%	0	0	0	0
No Sources	2	1	3	66.67%	4	11	15	26.67%	0	0	0	0
Unduplicated Total Adults	5	5	10		11	28	39		0	0	0	

Q20a: Type of Non-

	Benefit at Start	Benefit at Latest	Benefit at Exit for
Supplemental Nutrition Assistance Program	90	0	25
Special Supplemental Nutrition Program for	5	0	4
TANF Child Care Services	0	0	0
TANF Transportation Services	0	0	0
Other TANF-Funded Services	0	0	0
Other Source	0	0	0

Q21: Health Insurance

	At Start	At Annual Assessmentfor	At Exit for Leavers
MEDICAID	109	0	57
MEDICARE	20	0	1
State Children's Health Insurance Program	17	0	17
Veteran's Health Administration (VHA)	2	0	0
Employer-Provided Health Insurance	2	0	0
Health Insurance obtained through COBRA	0	0	0
Private Pay Health Insurance	0	0	0
State Health Insurance for Adults	25	0	21
Indian Health Services Program	0	0	0
Other	15	0	0
No Health Insurance	8	0	2
Client Doesn't Know/Prefers Not to Answer	1	0	0
Data Not Collected	1	0	0
Number of Stayers Not Yet Required to Have an	0	83	0
1 Source of Health Insurance	153	0	94
More than 1 Source of Health Insurance	17	0	1

Q22a2: Length of

	Total	Leavers	Stayers
0 to 7 days	5	3	2
8 to 14 days	3	1	2
15 to 21 days	12	5	7
22 to 30 days	7	4	3
31 to 60 days	48	38	10
61 to 90 days	22	12	10
91 to 180 days	37	23	14
181 to 365 days	44	9	35
366 to 730 days (1-2 Yrs)	2	2	0
731 to 1,095 days (2-3 Yrs)	0	0	0
1,096 to 1,460 days (3-4 Yrs)	0	0	0
1,461 to 1,825 days (4-5 Yrs)	0	0	0
More than 1,825 days (> 5 Yrs)	0	0	0
<b>Total</b>	<b>180</b>	<b>97</b>	<b>83</b>

Q22c: Length of Time

	Total	Without Children	With Children and	With Only Children	Unknown Household
7 days or less	0	0	0	0	0
8 to 14 days	0	0	0	0	0
15 to 21 days	0	0	0	0	0
22 to 30 days	0	0	0	0	0

31 to 60 days	0	0	0	0	0
61 to 90 days	0	0	0	0	0
91 to 180 days	0	0	0	0	0
181 to 365 days	0	0	0	0	0
366 to 730 days (1-2 Yrs)	0	0	0	0	0
Total (persons moved into housing)	0	0	0	0	0
Average length of time to housing	0	0	0	0	0
Persons who were exited without move-in	0	0	0	0	0
<b>Total persons</b>	0	0	0	0	0

Q22d: Length of

	Total	Without Children	With Children and	With Only Children	Unknown Household
7 days or less	5	2	3	0	0
8 to 14 days	3	3	0	0	0
15 to 21 days	12	9	3	0	0
22 to 30 days	7	5	2	0	0
31 to 60 days	48	9	39	0	0
61 to 90 days	22	4	18	0	0
91 to 180 days	37	12	25	0	0
181 to 365 days	44	34	10	0	0
366 to 730 days (1-2 Yrs)	2	2	0	0	0
731 days or more	0	0	0	0	0
<b>Total</b>	180	80	100	0	0

Q22e: Length of Time

	Total	Without Children	With Children and	With Only Children	Unknown Household
7 days or less	27	0	27	0	0
8 to 14 days	4	0	4	0	0
15 to 21 days	4	0	4	0	0
22 to 30 days	2	0	2	0	0
31 to 60 days	0	0	0	0	0
61 to 90 days	5	0	5	0	0
91 to 180 days	16	0	16	0	0
181 to 365 days	5	0	5	0	0
366 to 730 days (1-2 Yrs)	4	0	4	0	0
731 days or more	2	0	2	0	0
<b>Total</b>	69	0	69	0	0
Not yet moved into housing	0	0	0	0	0
Data not collected	1	0	1	0	0
<b>Total persons</b>	70	0	70	0	0

Q22f: Length of Time

	American Indian, Alaska	Asian or Asian American	Black, African	Hispanic/ Latina/e/o	Middle Eastern or	Native Hawaiian or	White	At Least 1 Race and	Multi-racial	Unknown (Don't
Persons Moved Into Housing	0	0	0	0	0	0	0	0	0	0
Persons Exited Without Move-In	0	0	0	0	0	0	0	0	0	0
Average time to Move-In	0	0	0	0	0	0	0	0	0	0
Median time to Move-In	Cannot calculate	Cannot calculate	Cannot calculate	Cannot calculate	Cannot calculate	Cannot calculate	Cannot calculate	Cannot calculate	Cannot calculate	Cannot calculate

Q22g: Length of Time

	American Indian, Alaska	Asian or Asian American	Black, African	Hispanic/ Latina/e/o	Middle Eastern or	Native Hawaiian or	White	At Least 1 Race and	Multi-racial	Unknown (Don't
Persons Moved Into Housing	0	8	8	31	0	0	3	19	0	0
Persons Not Yet Moved Into Housing	0	0	0	0	0	0	0	0	0	0
Average time to Move-In	0	1.25	45.75	62.71	0	0	321	225	0	0
Median time to Move-In	Cannot calculate	Cannot calculate	Cannot calculate	Cannot calculate	Cannot calculate	Cannot calculate	Cannot calculate	Cannot calculate	Cannot calculate	Cannot calculate

Q23c: Exit Destination

	Total	Without Children	With Children and	With Only Children	Unknown Household
<b>Homeless Situations</b>					
Place not meant for habitation (e.g., a vehicle, an	0	0	0	0	0
Emergency shelter, including hotel or motel paid	8	1	7	0	0
Safe Haven	0	0	0	0	0
<b>Subtotal - Homeless Situations</b>	8	1	7	0	0
<b>Institutional Situations</b>					
Foster care home or foster care group home	0	0	0	0	0
Hospital or other residential non-psychiatric	0	0	0	0	0
Jail, prison, or juvenile detention facility	0	0	0	0	0
Long-term care facility or nursing home	0	0	0	0	0
Psychiatric hospital or other psychiatric facility	0	0	0	0	0
Substance abuse treatment facility or detox	0	0	0	0	0
<b>Subtotal - Institutional Situations</b>	0	0	0	0	0
<b>Temporary Situations</b>					
Transitional housing for homeless persons	0	0	0	0	0
Residential project or halfway house with no	0	0	0	0	0
Hotel or motel paid for without emergency	2	0	2	0	0
Host Home (non-crisis)	0	0	0	0	0
Staying or living with family, temporary tenure	1	0	1	0	0
Staying or living with friends, temporary tenure	2	0	2	0	0
Moved from one HOPWA funded project to	0	0	0	0	0
<b>Subtotal - Temporary Situations</b>	5	0	5	0	0
<b>Permanent Situations</b>					
Staying or living with family, permanent tenure	7	0	7	0	0
Staying or living with friends, permanent tenure	0	0	0	0	0
Moved from one HOPWA funded project to	0	0	0	0	0
Rental by client, no ongoing housing subsidy	69	9	60	0	0
Rental by client, with ongoing housing subsidy	2	0	2	0	0
Owned by client, with ongoing housing subsidy	0	0	0	0	0
Owned by client, no ongoing housing subsidy	0	0	0	0	0
<b>Subtotal - Permanent Situations</b>	78	9	69	0	0

<b>Other Situations</b>					
No Exit Interview Completed	5	0	5	0	0
Other	0	0	0	0	0
Deceased	1	0	1	0	0
Client Doesn't Know/Prefers Not to Answer	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Subtotal - Other Situations</b>	<b>6</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>97</b>	<b>10</b>	<b>87</b>	<b>0</b>	<b>0</b>
Total persons exiting to positive housing	79	10	69	0	0
Total persons whose destinations excluded them	1	0	1	0	0
<b>Percentage</b>	<b>82.29%</b>	<b>100.00%</b>	<b>80.23%</b>	<b>0</b>	<b>0</b>

Q23d: Exit

	<b>Total</b>	<b>Without Children</b>	<b>With Children and</b>	<b>With Only Children</b>	<b>Unknown Household</b>
GPD TIP housing subsidy	0	0	0	0	0
VASH housing subsidy	0	0	0	0	0
RRH or equivalent subsidy	0	0	0	0	0
HCV voucher (tenant or project based) (not	0	0	0	0	0
Public housing unit	0	0	0	0	0
Rental by client, with other ongoing housing	2	0	2	0	0
Housing Stability Voucher	0	0	0	0	0
Family Unification Program Voucher (FUP)	0	0	0	0	0
Foster Youth to Independence Initiative (FYI)	0	0	0	0	0
Permanent Supportive Housing	0	0	0	0	0
Other permanent housing dedicated for	0	0	0	0	0
<b>TOTAL</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>

Q23e: Exit

	<b>Total</b>	<b>American Indian, Alaska</b>	<b>Asian or Asian</b>	<b>Black, African</b>	<b>Hispanic/ Latina/e/o</b>	<b>Middle Eastern or North</b>	<b>Native Hawaiian</b>	<b>White</b>	<b>At Least 1 Race</b>	<b>Multi-racial (does not</b>	<b>Unknown (Don't Know,</b>
Homeless Situations	8	0	0	2	2	0	0	0	3	1	0
Institutional Situations	0	0	0	0	0	0	0	0	0	0	0
Temporary Housing Situations	5	0	0	0	0	0	0	1	4	0	0
Permanent Housing Situations	78	0	8	11	32	5	0	3	16	3	0
Other	6	0	0	1	4	0	0	0	1	0	0
<b>Total</b>	<b>97</b>	<b>0</b>	<b>8</b>	<b>14</b>	<b>38</b>	<b>5</b>	<b>0</b>	<b>4</b>	<b>24</b>	<b>4</b>	<b>0</b>

Q24a: Homelessness

	<b>Total</b>	<b>Without Children</b>	<b>With Children and</b>	<b>With Only Children</b>	<b>Unknown Household</b>
Able to maintain the housing they had at project	39	9	30	0	0
Able to maintain the housing they had at project	0	0	0	0	0
Able to maintain the housing they had at project	0	0	0	0	0
Able to maintain the housing they had at project	0	0	0	0	0
Moved to new housing unit--With on-going	0	0	0	0	0
Moved to new housing unit--Without an on-	0	0	0	0	0
Moved in with family/friends on a temporary	0	0	0	0	0
Moved in with family/friends on a permanent	0	0	0	0	0
Moved to a transitional or temporary housing	0	0	0	0	0
Client became homeless -- moving to a shelter or	0	0	0	0	0
Jail/prison	0	0	0	0	0
Deceased	0	0	0	0	0
Client Doesn't Know/Prefers Not to Answer	0	0	0	0	0
Data not collected (no exit interview completed)	0	0	0	0	0
<b>Total</b>	<b>39</b>	<b>9</b>	<b>30</b>	<b>0</b>	<b>0</b>

Q24d: Language of

<b>Language Response (Top 20 Languages)</b>	<b>Total Persons Requiring</b>	<b>Language Name1</b>
367	7	Spanish
175	1	Farsi
Different Preferred Language	0	
<b>Total</b>	<b>8</b>	

Q25a: Number of

	<b>Total</b>	<b>Without Children</b>	<b>With Children and</b>	<b>Unknown Household</b>
Chronically Homeless Veteran	4	4	0	0
Non-Chronically Homeless Veteran	1	1	0	0
Not a Veteran	119	75	44	0
Client Doesn't Know/Prefers Not to Answer	0	0	0	0
Data Not Collected	0	0	0	0
<b>Total</b>	<b>124</b>	<b>80</b>	<b>44</b>	<b>0</b>

Q26b: Number of

	<b>Total</b>	<b>Without Children</b>	<b>With Children and</b>	<b>With Only Children</b>	<b>Unknown Household</b>
Chronically Homeless	41	34	7	0	0
Not Chronically Homeless	139	46	93	0	0
Client Doesn't Know/Prefers Not to Answer	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Total</b>	<b>180</b>	<b>80</b>	<b>100</b>	<b>0</b>	<b>0</b>