



2024-2025  
Annual  
Action Plan

MAY 9, 2024



## Table of Contents

### Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b) .....	1
PR-05 Lead & Responsible Agencies – 91.200(b).....	4
AP-10 Consultation – 91.100, 91.200(b), 91.215(l).....	5
AP-12 Participation – 91.105, 91.200(c) .....	11

### Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2) .....	13
---	----

### Annual Goals and Objectives

AP-20 Annual Goals and Objectives.....	16
--	----

### Projects

AP-35 Projects – 91.220(d).....	18
AP-38 Project Summary .....	19
AP-50 Geographic Distribution – 91.220(f).....	23

### Affordable Housing

AP-55 Affordable Housing – 91.220(g).....	24
AP-60 Public Housing – 91.220(h).....	25
AP-65 Homeless and Other Special Needs Activities – 91.220(i).....	26
AP-75 Barriers to affordable housing – 91.220(j) .....	28
AP-85 Other Actions – 91.220(k).....	29

Program Specific Requirements.....	32
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### Attachments

Attachment 1: Attachment 1 – Summary of Prior Accomplishments
Attachment 2: Public Notice and Public Comments
Attachment 3: CDBG Eligible Census Tract Block Groups
Attachment 4: Summary of Analysis of Impediments to Fair Housing Plan
HUD Standard Forms (SF-424, SF-424B & SF-424D) and Certifications



## Executive Summary

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

#### 1. Introduction

The Rancho Santa Margarita 2024-2025 Annual Action Plan serves as the City's application to the U.S. Department of Housing and Urban Development (HUD) for Community Development Block Grant (CDBG) funds. It also identifies the City's activities to address community needs, which are identified in the City's Consolidated Plan. The Consolidated Plan is a five-year strategic plan that identifies and prioritizes housing and community needs, lists programs and activities to address needs, and establishes five-year goals. The City Council approved the current 2020-2024 Consolidated Plan in May 2020.

HUD has notified the City that it will receive \$208,305 in FY 2024-2025 CDBG funds. An additional \$19,547 in prior year funds is also available for programming. FY 2024-2025 begins July 1, 2024, and ends June 30, 2025.

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

The five-year CDBG program objectives and goals identified in the 2020-2024 Consolidated Plan are summarized below. Also included are the corresponding one-year goals for FY 2024-2025:

- Public Improvements: CDBG: \$600,000 - Activities to benefit 3,500 individuals. FY 24-25 Goal: 1 project (ADA sidewalk ramps – location/beneficiaries TBD).
- Affordable Housing: CDBG: \$50,000 – Rehabilitate 5 housing units. FY 24-25 Goal: rehabilitate 2 housing units.
- Public Services: CDBG: \$50,000 – Activities to assist 2,500 individuals. FY 24-25 Goal: Assist 1,745 individuals.
- Homelessness Prevention (including homeless assistance): CDBG: \$100,000 – Activities to assist 1,650 individuals. FY 24-25 Goal Assist 31 individuals.
- Program Administration (including Fair Housing services): CDBG: \$200,000 - Activities to assist 250 households (Fair Housing services). FY 24-25 Goal: *Fair Housing services will be funded as a public service grant. The annual goal to serve 50 households is included in the FY 24-25 Public Services goal above.*

#### Non-CDBG Funded High Priority Objective & Outcomes

In addition to the CDBG objectives and outcomes listed above, the City has identified three additional funding sources that will be available during the next five-year period in support of the City's



Consolidated Plan objectives:

- Housing Assistance Vouchers: Rental Housing Choice vouchers and certificates to be provided by the Orange County Housing Authority (OCHA). The level of assistance will vary yearly, as determined by HUD and OCHA. The five-year goal is to provide rental assistance to 125 Rancho Santa Margarita renter households annually.
- City Social Service Programs: The City funds various social services that benefit Rancho Santa Margarita residents. Specifically, the City assists seniors at the Bell Tower Regional Community Center.
- Permanent Local Housing Allocation: State funds used to fund homeless outreach services.

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

FY 2023-2024 (the current fiscal year) is the fourth year of the City's 2020-2024 Consolidated Plan cycle. Most planned activities will be completed by June 30, 2024. A table that summarizes the City's Consolidated Plan goals over three completed years (FY 2020-2021, FY 2021-2022, and FY 2022-2023) is provided in Attachment 1.

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

The City of Rancho Santa Margarita encourages community involvement in the planning, implementation, and evaluation of the Consolidated Plan as described in the City's Citizen Participation Plan. The City implemented the following measures to encourage public participation for the 2024-2025 Annual Action Plan:

- The City's Community Development Block Grant Public Service Grant Advisory Committee (CDBG Committee) took public input to evaluate public service grant proposals and develop funding recommendations for the City Council's consideration.
- A public review/comment period allowed the community to review and shape the Annual Action Plan.
- The Draft Annual Action Plan was presented to the City Council at a public meeting at the outset of the public review/comment period.
- A public hearing before the City Council provided a final opportunity for public input.

### **5. Summary of public comments**

See Attachment 2.

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

See Attachment 2.



## 7. Summary

The City of Rancho Santa Margarita has prepared the 2024-2025 Annual Action Plan to receive CDBG funds from HUD. The City implemented a community-based public input process to help determine how to allocate CDBG funds. This process included the input of local service providers and residents.

The City will receive \$208,305 in CDBG funds for FY 2024-2025 - \$19,547 in prior year uncommitted CDBG funds are also available for programming. The Action Plan is a one-year expenditure plan for FY 2024-2025 CDBG funds. The Action Plan identifies the activities to be funded with CDBG funds during FY 2024-2025.



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

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

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

**Table 1 – Responsible Agencies**

Agency Role	Name	Department/Agency
CDBG Administrator	Rancho Santa Margarita	Development Services

### Narrative (optional)

The City of Rancho Santa Margarita's Development Services Department is primarily responsible for preparing the Consolidated Plan, Annual Action Plan, year-end performance report, and the overall administration of CDBG funds.

### Consolidated Plan Public Contact Information

The primary contact is Mike Linares, 22112 El Paseo, Rancho Santa Margarita, CA 92688, (949) 635-1800 X6702 – [mlinares@cityofrsm.org](mailto:mlinares@cityofrsm.org).



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

### 1. Introduction

Pursuant to HUD regulations, the City took several steps to solicit the input of community residents and stakeholders as it prepared the 2024-2025 Annual Action Plan. Consultation efforts included a public meeting and hearing. The City also consulted with regional agencies, special districts, and neighboring cities. Residents were also notified of the opportunities to review and comment on the draft 2024-2025 Annual Action Plan using the City's internet webpage and local newspaper.

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

The City of Rancho Santa Margarita consulted with the County of Orange Housing Authority (OCHA) to assess the needs of lower-income Rancho Santa Margarita renters. In recent years, OCHA has obtained *Veterans Affairs Supportive Housing* (VASH) vouchers, which provide rental assistance for homeless veterans. The Veterans Administration (VA) provides participating veterans with clinical and supportive services through its health care system. OCHA also manages *Continuum of Care Housing Vouchers* – these vouchers are reserved for homeless households transitioning to permanent supportive housing. More recently, OCHA initiated the administration of Emergency Housing Vouchers, which HUD issued in response to the COVID-19 pandemic.

Through the annual public service grant funding process, the City can ascertain if there are services City residents require. CDBG funding can focus on existing and emerging service needs through this process. Examples of services assessed include senior services, youth services, disabled adult services, and programs to assist households at risk of becoming homeless and the homeless. City staff also consulted with established housing service providers regarding the housing rehabilitation needs of lower-income seniors and disabled homeowners.

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

211 Orange County and the Orange County Community Services Department coordinate the Orange County Continuum of Care (OC-CoC) planning process. This nonprofit-public partnership helps ensure comprehensive, regional coordination of efforts and resources to reduce the number of homeless and persons at risk of homelessness throughout Orange County. This partnership is also the regional coordinator of the year-round CoC planning process and is a catalyst for the involvement of the public and private agencies that make up the County's homeless system of care.



The City supports the OC-CoC planning process by providing information regarding the activities it will fund to address local homeless issues. The OC-CoC uses this information to prepare the County's application to HUD for Homeless Assistance Grant funds. City staff will also expedite certifications of consistency with the Consolidated Plan and other forms of support for the OC-CoC. The City also supports the biennial Point-In-Time Survey of the County's homeless.

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

The City does not receive Emergency Solutions Grant (ESG) funds; therefore, it does not assist the OC-CoC with determining ESG allocations, evaluating the outcomes, or developing policies and procedures for administrating the regional Homeless Management Information System (HMIS).

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



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

1	<b>Agency/Group/Organization</b>	<b>Orange County Housing Authority</b>
	<b>Agency/Group/Organization Type</b>	Public Housing Authority (PHA)
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided data regarding households receiving HUD rental assistance and households on the waitlist for rental housing assistance
2	<b>Agency/Group/Organization</b>	<b>211 Orange County</b>
	<b>Agency/Group/Organization Type</b>	Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homeless Management Information System (HMIS)
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided data regarding regional homeless and the County's coordinated entry system HMIS
3	<b>Agency/Group/Organization</b>	<b>Fair Housing Council of Orange County</b>
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Impediments to Fair Housing



	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided data regarding fair housing issues in the community and input related to impediments to fair housing and assisted in developing action steps to address obstacles to fair housing
4	<b>Agency/Group/Organization</b>	<b>Age Well Senior Services</b>
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided input regarding the housing and service needs of seniors, including homebound seniors
5	<b>Agency/Group/Organization</b>	<b>Family Assistance Ministry</b>
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Families with children Anti-poverty Strategy Needs of Low/Mod persons
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided input regarding the housing and service needs of homeless households and households at risk of becoming homeless



6	<b>Agency/Group/Organization</b>	<b>RSM Cares</b>
	<b>Agency/Group/Organization Type</b>	Services- Low/Mod persons
	<b>What section of the Plan was addressed by Consultation?</b>	Anti-poverty Strategy Needs of Low/Mod persons
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided input regarding the service needs of households at risk of becoming homeless
7	<b>Agency/Group/Organization</b>	<b>Habitat for Humanity - Orange County</b>
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided input on residential housing units in need of minor home repairs
8	<b>Agency/Group/Organization</b>	<b>Vocational Visions</b>
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Economic development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided input regarding the needs of adults with developmental disabilities, specifically economic opportunities for this special needs population



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

The City held an open consultation process and did not knowingly exclude any agency from the consultation process.

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

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

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Orange County 211	Provides regional and local point-in-time homeless survey data, develops the regional Plan to End Homelessness, and develops the regional Discharge Plan
City of Rancho Santa Margarita Housing Element	City of Rancho Santa Margarita	Provides housing priorities and program goals
City of Rancho Santa Margarita Capital Improvement Program	City of Rancho Santa Margarita	Identifies priority capital improvement projects which may be CDBG-eligible
5 Yr and 1 Yr Public Housing Plan Plan	Orange County Housing Authority	Identifies OCHA resources to address the housing needs of lower-income renter householders in the County and City
2020-2024 Orange County Analysis of Impediments to Fair Housing	Orange County HUD Grantee Cities and the County of Orange	This countywide document identifies fair housing impediments within participating cities and outlines a plan to address fair housing issues

### **Narrative (optional)**



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

### 1. Summary of citizen participation process/Efforts made to broaden citizen participation

#### Summarize citizen participation process and how it impacted goal-setting

The City took several steps to obtain public input regarding the Annual Action Plan:

Public Meetings and Hearings: The City's CDBG Committee held a public meeting on March 28, 2024. Committee members accepted public testimony from service providers regarding social services needs in the community. The City Council held a meeting on April 24, 2024, and a public hearing on May 8, 2024, to provide additional opportunities for comment on the draft Annual Action Plan (see Attachment 1).

Notices/Website: The public comment period and the public hearing were noticed in the local newspaper. The draft Annual Action Plan was also posted on the City's website for public review and comment. A hard copy was also available during the required 30-day public comment period, which was held from April 8, 2024, to May 7, 2024 (see Attachment 1).

### Citizen Participation Outreach

Table 4 – Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	3/28/24: Members of the City's CDBG Committee	The Committee accepted information regarding social service needs and developed funding recommendations for Council consideration	None	NA



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Non-targeted/broad community	4/24/24: City Council meeting to obtain input regarding the preliminary 2024 CDBG expenditure plan	See Attachment 2	None	NA
3	Newspaper Ad	Non-targeted/broad community	Public notice of the 30-day public comment period and public hearing	See Attachment 2	None	NA
4	Public Hearing	Non-targeted/broad community	5/8/24: City Council public hearing	See Attachment 2	None	NA



## Expected Resources

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

#### Introduction

Fluctuations in CDBG funding make it difficult to estimate funds that will be available over the five-year Consolidated Plan cycle. The City anticipates receiving an annual allocation of \$200,000 in CDBG funds from HUD during the Consolidated Plan cycle. The City does not fund activities that generate CDBG program income. Additional funds available to implement the Consolidated Plan are City General Fund resources for senior programs (i.e., Bell Tower Regional Community Center programs), state funds for homeless outreach, and housing voucher/certificate resources via the Orange County Housing Authority. The City anticipates that OCHA will assist approximately 140 Rancho Santa Margarita households annually.

#### Anticipated Resources

**Table 5 - Expected Resources – Priority Table**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 5				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin & Planning Economic Development Housing Public Improvements Public Services	208,305	0	19,547	227,852	0	Annual allocation of CDBG funds from HUD



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

The City leverages CDBG funding with General Fund resources to fund Age Well Senior Services (e.g., congregate meals, counseling services, and home-delivered meals). In recent years, these contracts have totaled approximately \$74,000 per year. Seniors aged 62 plus are presumed to be eligible for CDBG-funded programs; therefore, General Fund resources allocated to these programs can be considered CDBG leveraging resources. Additionally, the City will use state Permanent Local Housing Allocation (PLHA) funds for homeless outreach services (approximately \$40,500 per year).

CDBG does not have a match requirement.



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

Rancho Santa Margarita is a built-out master-planned community. Currently, no vacant land is identified that can support any development that may address the needs identified in the Consolidated Plan.

**Discussion**

Funding resources to implement the City's Consolidated Plan are limited. It is anticipated that CDBG funding will continue to fluctuate in future years. OCHA has aggressively pursued new housing rental assistance vouchers and certificates; the City will continue to support OCHA's efforts to secure new rental assistance resources. Additionally, the City will continue to support senior programs offered through the Bell Tower Regional Community Center with local funds and homeless services with state funds for the foreseeable future.

As outlined above, Rancho Santa Margarita has no vacant land suitable for development; therefore, no publicly owned land (or other property) within the City has been identified for housing development during FY 2024-2025. However, the recently updated Housing Element identifies properties that may be suitable for future affordable housing development.



## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Table 6 – Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Preservation	2024	2025	Affordable Housing	Citywide	Affordable Housing	CDBG: \$20,000	Homeowner Housing Rehabilitated: 2 Household Housing Unit
2	Public Infrastructure Improvements	2024	2025	Non-Housing Community Development	CDBG Eligible Area Citywide	Public Facilities	CDBG: \$135,012	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: Persons Assisted TBD
3	Public Social Services	2024	2025	Non-Homeless Special Needs	Citywide	Public Services	CDBG: \$22,830	Public service activities other than Low/Moderate Income Housing Benefit: 1,745 Persons Assisted
4	Homeless Continuum of Care	2024	2025	Homeless	Citywide	Homeless Support Services and Housing	CDBG: \$8,410	Public service activities other than Low/Moderate Income Housing Benefit: 20 Persons Assisted Homelessness Prevention: 11 Persons Assisted
5	Administration and Planning	2024	2025	Administration	Citywide	Administration and Planning	CDBG: \$41,600	Other: 50 Other



### Goal Descriptions

<b>1</b>	<b>Goal Name</b>	Housing Preservation
	<b>Goal Description</b>	Improve or expand the supply of housing affordable to lower-income households
<b>2</b>	<b>Goal Name</b>	Public Infrastructure Improvements
	<b>Goal Description</b>	Street, sidewalk, landscape, and other public improvements
<b>3</b>	<b>Goal Name</b>	Public Social Services
	<b>Goal Description</b>	Provide or improve access to public social services for low- and moderate-income persons and persons with special needs
<b>4</b>	<b>Goal Name</b>	Homeless Continuum of Care
	<b>Goal Description</b>	Provide a continuum of supportive and housing services for the homeless and the near homeless
<b>5</b>	<b>Goal Name</b>	Program Administration
	<b>Goal Description</b>	Provide for administration and planning activities to carry out actions that address needs identified in the Consolidated, including services to address impediments to fair housing

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

The City does not receive HOME funds; however, CDBG funds are allocated to assist lower-income senior and disabled homeowners in undertaking minor repairs to their primary residence through the City's Minor Home Repair Program. All assisted homeowners will meet HUD's definition of a low and moderate-income household.



## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

For Fiscal Year 2024-2025, the City will allocate CDBG funds for the following seven activities. Due to the delay in approving the federal 2024 budget, CDBG funding for activities will mainly be increased or decreased by a percentage based on the final FY 2024-2025 CDBG grant. HUD announced 2024 CDBG allocations on May 7, 2024; funding for activities has been updated accordingly.

#### Projects

**Table 7 - Project Information**

#	Project Name
1	Age Well Senior Services
2	Family Assistance Ministries
3	RSM Cares
4	Fair Housing
5	Program Administration
6	ADA Curb Ramp Installation FY 24-25
7	Minor Home Repair Grants (Habitat for Humanity)

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

The City will allocate a portion of its CDBG funds for activities that address the service needs of the elderly and extremely low-income households at risk of becoming homeless. According to data from the Consolidated Plan, these households contribute a significant portion of their income toward housing. Consistent with the City's Homeless Strategy, the City will allocate resources to help households remain housed in place rather than fall into homelessness. Additionally, the City will encourage and support OCHA's efforts to obtain additional rental assistance funding for Rancho Santa Margarita senior and disabled households. Public infrastructure improvements planned for the year will also serve special needs populations (ADA improvements).

## AP-38 Project Summary

### Project Summary Information

Table 8 – Project Summary

<b>1</b>	<b>Project Name</b>	<b>Age Well Senior Services</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Social Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$4,500
	<b>Description</b>	Services for seniors
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	45 seniors
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Meals on Wheels program for homebound RSM seniors
<b>2</b>	<b>Project Name</b>	<b>Family Assistance Ministry</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Homeless Continuum of Care
	<b>Needs Addressed</b>	Homeless Support Services and Housing
	<b>Funding</b>	CDBG: \$8,410
	<b>Description</b>	Homelessness prevention assistance
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	31 individuals
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	A continuum of housing and support services, including rent/utility assistance to prevent eviction/utility shut-off (11 individuals) and food/case management (20 individuals)

<b>3</b>	<b>Project Name</b>	RSM Cares
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Social Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$14,830
	<b>Description</b>	Foodbank
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1,650 individuals
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Foodbank services for individuals in need
<b>4</b>	<b>Project Name</b>	Fair Housing Services
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Social Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$3,500
	<b>Description</b>	Fair housing outreach, education, and enforcement services
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	50 households (150 individuals)
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Fair housing outreach, education & enforcement services to address impediments to fair housing
<b>5</b>	<b>Project Name</b>	Program Administration
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Administration and Planning
	<b>Needs Addressed</b>	Administration and Planning
	<b>Funding</b>	CDBG: \$41,600

	<b>Description</b>	CDBG program oversight and coordination
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	NA
	<b>Location Description</b>	22112 El Paseo, Rancho Santa Margarita CA, City Hall
	<b>Planned Activities</b>	CDBG program oversight and coordination, including preparation of applications, reports, and program planning documents
<b>6</b>	<b>Project Name</b>	<b>ADA Curb Ramp Installation FY 24-25</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Infrastructure Improvements
	<b>Needs Addressed</b>	Public Infrastructure
	<b>Funding</b>	CDBG: \$135,012
	<b>Description</b>	Installation of sidewalk curb ramps that comply with current ADA regulations
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Estimated <u>TBD</u> Individuals with disabilities that reside within the project area
	<b>Location Description</b>	TBD
	<b>Planned Activities</b>	Installation of sidewalk curb ramps that comply with current ADA regulations
<b>7</b>	<b>Project Name</b>	<b>Minor Home Repair Grants (Habitat for Humanity)</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Housing Preservation
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	Minor home improvement grants
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2 low- and moderate-income homeowners

<b>Location Description</b>	Citywide
<b>Planned Activities</b>	Minor home improvements to address basic health, safety, and accessibility concerns - work to be carried out in partnership with a community nonprofit

## **AP-50 Geographic Distribution – 91.220(f)**

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

Activities slated for CDBG funding during Fiscal Year 2024-2025 will primarily be available citywide to income-eligible individuals (i.e., limited clientele). Activities that are limited clientele in nature will ensure that all recipients are income-eligible.

A list of Census Tract Block Groups where CDBG resources may be used on an "area-wide" basis is provided in Attachment 3.

### **Geographic Distribution**

**Table 8 - Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
CDBG Eligible Area	0
Citywide	100

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

The City intends to use CDBG funds to serve lower-income households that need assistance regardless of where they live in the City.

### **Discussion**

As indicated above, in FY 2024-2025, CDBG funds will benefit lower-income residents regardless of where they live in the City.

## Affordable Housing

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

#### Introduction

With limited CDBG funding, the City will implement its housing rehabilitation program during the 2024-2025 Fiscal Year. For FY 2024-2025, \$20,000 in CDBG funds will be allocated to Habitat for Humanity – Orange County to administer the City's Minor Home Repair Program. It is anticipated that two lower-income homeowners will be assisted.

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

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	2
Special-Needs	0
<b>Total</b>	<b>2</b>

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

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	2
Acquisition of Existing Units	0
<b>Total</b>	<b>2</b>

#### Discussion

The City will support OCHA's administration of HUD's rental assistance program during the program year. Additionally, CDBG resources are allocated to assist eligible homeowners to undertake minor home repairs. CDBG funding is also allocated to prevent the loss of shelter or critical utility services due to an unforeseen financial crisis.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

Rancho Santa Margarita does not own or manage public housing.

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

Not applicable

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

Not applicable

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

Not applicable

### **Discussion**

Rancho Santa Margarita does not own or manage public housing.

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

### **Introduction**

As the Consolidated Plan outlines, the City's homeless strategy emphasizes preventing homelessness. HUD's Strategies for Preventing Homelessness states, "Homelessness prevention is an essential element of any effort to end homelessness either locally or nationwide." HUD states it is less expensive and disruptive to keep a household housed in place. To this end, the City will fund public service programs that provide services to help households maximize the income they can contribute toward housing. A limited amount of housing/utility assistance will be available for households at risk of eviction/foreclosure or utility shut-off. The City will also use CDBG funds to support food banks and case management services.

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

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

No program solely focusing on homeless outreach is proposed for CDBG funding during FY 2024-2025. It is important to note that the homeless service providers funded by the City have well-established and comprehensive outreach services that assess and link homeless persons to appropriate services and housing. During FY 2024-2025, the City will continue to explore a partnership with neighboring jurisdictions to hire staff to provide outreach and engagement services for unsheltered persons in conjunction with the OC Sheriff. The City will use non-CDBG funding for these services.

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

No FY 2024-2025 CDBG funding is allocated for emergency and transitional housing; however, the City has established working relationships with several local service providers that provide housing and services for persons experiencing homelessness - for example, Family Assistance Ministries (FAM) offers emergency shelter and transitional housing for families that are experiencing homelessness.

##### **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**

No FY 2024-2025 CDBG funding is allocated for programs that help individuals and families transition to permanent or independent living; however, the City has developed partnerships with local agencies such as Families Forward, which provide rapid rehousing and support services for homeless families with children. The City will also continue to support OCHA's efforts to obtain housing assistance vouchers for

lower-income households, including veterans. OCHA reports that in January 2024, 148 Rancho Santa Margarita households are participating in the federal Housing Voucher Rental Assistance program. Ten of these households are veterans who receive special *Veterans Affairs Supportive Housing (VASH) Vouchers*. The VASH program combines Housing Choice Voucher rental assistance for homeless veterans (provided by HUD) with case management and clinical services provided by the Department of Veterans Affairs. OCHA also reports that seven disabled homeless households reside in the City and benefit from *CofC Permanent Supportive Housing Certificates*; additionally, 12 RSM families benefited from a COVID-19 *Emergency Housing Voucher*.

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

As previously outlined, the City homeless strategy states it is less expensive and disruptive to keep a household sheltered in place. To this end, the City will use FY 2024-2025 CDBG and local resources to support agencies that provide various safety net services that may help prevent households from becoming homeless. Examples of safety net services include food banks, rent/utility assistance, and senior services (Meals on Wheels). The City will also support regional homeless planning efforts, including the OC CofC's Discharge Plan, which aims to prevent individuals leaving institutions such as jails and hospitals from becoming homeless.

## **Discussion**

The City's homeless strategy emphasizes support for safety net services (e.g., food and support services) to assist lower-income RSM residents. FY 2024-2025 CDBG funds are also allocated for services that help prevent homelessness by providing case management and rent/utility assistance to prevent the loss of housing or critical utilities. The City will also continue to support regional efforts to address homelessness.

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

### Introduction:

Barriers to affordable housing and actions to overcome barriers are listed in the City's Housing Element and are summarized in the Consolidated Plan.

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

State law requires the City's Housing Element to address, where appropriate and legally possible, the removal of governmental constraints affecting the maintenance, improvement, and development of housing. The City's Housing Element identifies the implementation of the following programs to help lessen governmental constraints on housing development.

- Expedited Project Review: Rancho Santa Margarita will prioritize any project with an affordable housing component to minimize holding costs incurred by developers during the plan review process. The City will also expedite permit processing for projects targeted for persons with disabilities, including persons with developmental disabilities.
- Parking: The City's Zoning Code offers reduced parking standards for affordable housing projects and parking requirements for special needs housing. Additionally, the Planning Commission can grant reduced parking for senior housing and affordable housing projects through the conditional use permit or alternative development standard process.
- Other Time and Cost-saving Actions:
  - Permit processing guidelines are prepared to assist residential builders in applying for development permits
  - "Early consultation" or pre-application process to identify issues as soon as possible and reduce processing time
  - Allow processing fees to be reduced, postponed, or supplemented with housing funds for affordable projects meeting City priorities
  - Provide a GIS application on the City's website with land use information and hyperlinks to important information, such as General Plan and Zoning Code documents

### Discussion:

Rancho Santa Margarita is a built-out master-planned community. No parcels are identified for housing development in FY 2024-2025; however, the City's updated Housing Element identifies actions the City can take to support and facilitate future affordable housing development.

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

### **Introduction:**

Outlined below are additional actions the City will implement during FY 2024-2025 to address the sub-strategies of the Consolidated Plan.

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

The City will allocate a portion of its CDBG funds for activities that address the service needs of special needs populations and extremely low-income households at risk of becoming homeless. Consistent with the City's Homeless Strategy, CDBG resources are allocated to help households remain housed in place rather than fall into homelessness. Additionally, the City will encourage and support OCHA's efforts to obtain additional rental assistance funding for Rancho Santa Margarita households. Public infrastructure improvements planned for the year will also serve special needs populations (ADA improvements).

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

The City of Rancho Santa Margarita has identified the activities it will undertake during Fiscal Year 2024-2025 to foster and preserve affordable housing. The Consolidated Plan identified programs such as the Minor Home Repair Program as the means to maintain and improve housing currently available to low- and moderate-income senior or disabled homeowners. Habitat for Humanity Orange County will administer the program and projects; two homeowners are expected to be assisted during FY 2024-2025.

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

According to the Consolidated Plan, 1,030 housing units in the City were constructed before 1980, and approximately 45% of these units are owner-occupied. The City's Minor Home Repair program requires lead-based paint testing for all housing units built before 1980 that participate in the program. Program resources can be used to address lead-based hazards if they are identified.

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

According to the U.S. Census Bureau, 3.9% of Rancho Santa Margarita residents live in poverty, including 4.8% of children under 18 years old and 4.5% of individuals aged 65 plus. To address the needs of these households, The City will support several programs and services that help combat poverty. During Fiscal Year 2024-2025, the City will support the following activities to implement this strategy:

- Rental assistance for very low-income renters via the OCHA
- Homeless prevention assistance
- Public services that provide free or reduced-cost services to lower-income households to help improve the quality of life or provide a social safety net for Rancho Santa Margarita residents

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

The City has developed an institutional structure to help identify and access resources to improve the community. For example, the City will continue to work with nonprofit entities to deliver social services. As a supporter of the Continuum of Care, the City provides critical information on homeless resources to the County for the region's Continuum of Care Homeless Assistance grant application to HUD. Additionally, the City supports the biennial countywide homeless Point In Time Survey and will continue to assist the OCHA in implementing its Five-year PHA Plan.

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

The City of Rancho Santa Margarita does not operate public housing. The Orange County Housing Authority provides rental assistance in the community. Federal regulations require that OCHA prepare a five-year and one-year Public Housing Authority (PHA) Plan highlighting its mission, goals, and objectives related to public and assisted housing programs. The City will review the Authority's PHA Plan and certify that it is consistent with the City's Consolidated Plan. The City will also provide OCHA with the opportunity to review and comment on the City's Consolidated Plan. This cross-consultation aims to provide consistent and coordinated housing services for City residents. Ongoing consultation with local nonprofits also assists the City in coordinating the efficient and effective use of limited federal resources.

**Broadband:** According to BroadbandNow.com, Cox Communications is the top broadband service provider in the City, covering 99.9% of the City. AT&T Internet and EarthLink are also available via DSL or fiber optic cable to 94.6% of Rancho Santa Margarita properties. Several additional providers offer satellite or 5-G-based broadband service.

Most broadband service providers in Orange County participate in the Affordable Connectivity Program (ACP). The ACP was created with the passage of the Infrastructure and Jobs Act of 2021. The purpose of the ACP is to provide eligible households with a \$30 discount on monthly broadband internet service. ACP eligibility is based on household income (200% of federal poverty or less) or participation in specific government assistance programs, such as SSI, Medicaid, or WIC. Funding may also be available to provide "discounts" for connective devices such as laptops, desktop computers, or tablets. Information about the ACP is readily available online; however, many of the City's nonprofit service providers will inform clients of this program and may also assist clients in applying for benefits. Additionally, the City will continue encouraging developers and property owners to incorporate broadband infrastructure into new or substantially rehabilitated housing projects, especially affordable housing projects.

**Resiliency:** The Disaster Mitigation Act of 2000 requires the State of California and local governments to prepare mitigation plans to document their hazard mitigation planning process and to identify hazards, potential losses, mitigation needs, goals, and strategies. Each state and local government must have a

federally approved mitigation plan to be eligible for hazard mitigation grant funding (e.g., FEMA). The City's Local Hazard Mitigation Plan (LHMP) sets out to:

- Protect the general population from natural hazards
- Avoid damages to Rancho Santa Margarita's critical facilities, public infrastructure, and private property
- Reduce the potential impact of natural disasters on the environment
- Promote hazard mitigation measures as an integrated policy

The LHMP assesses the impact of approximately 30 potential natural and human-caused hazards. Not all hazards evaluated will impact the City; however, hazards such as changing weather patterns, drought, earthquakes, floods, wildfires, and human-caused (e.g., hazardous materials, terrorism) hazards are included in the LHMP. The LHMP contains a comprehensive list of regulatory, administrative, technical, and financial steps the City can take to inform the public about potential hazards and protect residents and vital community resources. The LHMP also includes a strategy to ensure ongoing plan evaluation and periodic updating.

#### **Discussion:**

HUD-funded grant recipients are required to affirmatively further fair housing and not discriminate in housing or services directly or indirectly based on race, color, religion, sex, national origin, age, familial status, or disability. Grant recipients such as Rancho Santa Margarita are required to (1) examine and attempt to alleviate housing discrimination within their jurisdiction; (2) promote fair housing choices for all persons; (3) provide opportunities for all persons to reside in any given housing development, regardless of race, color, religion, sex, disability, familial status, national origin, and other personal or familial attributes; (4) promote housing that is accessible to and usable by persons with disabilities; (5) and comply with the non-discrimination requirements of the Fair Housing Act.

HUD encourages jurisdictions to consult with one another and initiate metropolitan-wide fair housing planning. The ***Analysis of Impediments (AI) to Fair Housing Choice*** is the primary document for this purpose. In addition to identifying impediments, a strategy to overcome barriers must be developed and implemented - accomplishments are reported annually. The City participated in developing a countywide AI, which the City Council adopted in May 2020. A summary of impediments to fair housing and the action steps the City will take during FY 2024-2025 to affirmatively further fair housing are found in Attachment 4.

## Program Specific Requirements

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

#### Introduction:

The program-specific requirements that apply to the City are listed below.

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

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

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

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%

#### Discussion

The City will meet the overall 70% benefit for low- and moderate-income expenditure requirement of the CDBG program over one program year – **FY 2024-2025**.

CDBG funds for FY 2024-2025 will be allocated to the abovementioned activities. Community service activities will be qualified as "low- and moderate-income area benefit" or "limited clientele benefit." "Public facility/infrastructure improvements will be eligible under "low- and moderate-income area benefit" or "limited clientele benefit" (e.g., ADA improvements). Housing rehabilitation will be available citywide to qualified low- and moderate-income households.

No CDBG program income will be received during FY 2024-2025. The City does not have surplus funds from urban renewal settlements, nor does the City have grant funds returned to its line of credit. The City will not undertake float-funded activities; therefore, it does not anticipate program income from this type of activity. Finally, the City does not anticipate undertaking urgent need activities during FY 2024-2025, nor will it undertake any actions that may result in the involuntary displacement of businesses or residents.

## Five-Year and One-Year Summary of Accomplishments

**Grantee Name:** City of Rancho Santa Margarita

Decent Housing						
Objective: Housing Preservation	Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	Percent Completed
Housing <u>rehabilitation loans and grants</u> to improve or expand the supply of housing affordable to lower-income households	CDBG	2020	Housing Units	2	1	50.0%
		2021	Housing Units	0	1	0.00%
		2022	Housing Units	2	1	50.00%
		2023	Housing Units			
		2024	Housing Units			
		<b>5-Yr Con Plan Goal</b>		<b>5</b>	<b>3</b>	<b>60.00%</b>
Housing Choice Vouchers (Administered by OCHA): Improve or expand the supply of housing affordable to lower-income households	HUD Housing Vouchers	2020	Housing Units	125	128	102.40%
		2021	Housing Units	125	125	100.00%
		2022	Housing Units	125	138	110.40%
		2023	Housing Units			
		2024	Housing Units			
		<b>5-Yr Con Plan Goal</b>		<b>125</b> (Annual Avg)	<b>130</b> (3 Yr Avg)	<b>108.00%</b> (3 Yr Avg)
Suitable Living Environment						
Objective: Public Social Services	Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	Percent Completed
<b>Objective: Infrastructure and Facility Improvements</b>						
Provide or improve access to <u>public social services</u> for low- and moderate-income persons and persons with special needs	CDBG	2020	Individuals	1,365	2,449	179.41%
		2021	Individuals	1,236	1,449	117.23%
		2022	Individuals	1,896	411	21.68%
		2023	Individuals			
		2024	Individuals			
		<b>5-Yr Con Plan Goal</b>		<b>2,500</b>	<b>4,309</b>	<b>172.36%</b>
Improve and expand <u>public infrastructure and facilities</u> that benefit low- and moderate-income neighborhoods and residents	CDBG	2020	Projects	0	0	0.00%
		2021	Projects	350	365	104.29%
		2022	Projects	249	249	100.00%
		2023	Projects			
		2024	Projects			
		<b>5-Yr Con Plan Goal</b>		<b>7,500</b>	<b>614</b>	<b>8.19%</b>

## Five-Year and One-Year Summary of Accomplishments

Economic Opportunity						
Objective: Economic Opportunities	Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	Percent Completed
On September 1, 2020, added small business assistance grant for businesses impacted by the Coronavirus ( <a href="#">CDBG-CV funding</a> )	CDBG-CV	2020	Businesses	0	13	NA
		2021	Businesses	0	0	0.00%
		2022	Businesses	0	0	0.00%
		2023	Businesses			
		2024	Businesses			
		<b>5-Yr Con Plan Goal</b>		<b>3</b>	<b>13</b>	<b>433.33%</b>
Continuum of Care						
Objective: Homeless Continuum of Care	Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	Percent Completed
Provide a continuum of supportive and housing services for the homeless and households at risk of homelessness	CDBG	2020	Individuals	606	276	45.54%
		2021	Individuals	263	88	33.46%
		2022	Individuals	305	97	31.80%
		2023	Individuals			
		2024	Individuals			
		<b>5-Yr Con Plan Goal</b>		<b>1,650</b>	<b>461</b>	<b>27.94%</b>
Other						
Objective: Administration and Planning	Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	Percent Completed
Provide for administration and planning activities to carry out actions that address needs in the Consolidated Plan, including <u>fair housing services</u> to address local impediments to fair housing	CDBG	2020	Year of Admin	45	43	95.56%
		2021	Year of Admin	52	57	109.62%
		2022	Year of Admin	50	46	92.00%
		2023	Year of Admin			
		2024	Year of Admin			
		<b>5-Yr Con Plan Goal</b>		<b>250</b>	<b>146</b>	<b>58.40%</b>
Provide for <u>administration and planning</u> activities to carry out actions that address needs in the Consolidated Plan	CDBG	2020	Households	1	1	100.00%
		2021	Households	1	1	100.00%
		2022	Households	1	1	100.00%
		2023	Households			
		2024	Households			
		<b>5-Yr Con Plan Goal</b>		<b>5</b>	<b>3</b>	<b>60.00%</b>

**AFFIDAVIT OF PUBLICATION  
STATE OF CALIFORNIA  
COUNTY OF ORANGE**

I am a citizen of the United States and a resident of the County aforesaid. I am over the age of eighteen years, and not a party to or interested in the below entitled matter. I am the principal clerk of **The Coto de Caza News**, a newspaper that has been adjudicated to be a newspaper of general circulation by the Superior Court of the County of Orange, State of California, on August 23, 1995, Case No. A-178404 in and for the South Orange County Judicial District, County of Orange, State of California; that the notice, of which the annexed is a true printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates to wit:

**04/05/2024**

I declare under penalty of perjury that the foregoing is true and correct.

Executed at Coto de Caza, Orange County,

**Date: APRIL 5, 2024**

Witness my hand and official seal

  
Signature  
Legal Advertising Officer

**The Coto de Caza News**

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**PUBLIC NOTICE  
NOTICE OF 30-DAY PUBLIC COMMENT PERIOD  
AND PUBLIC HEARING TO BE HELD BY THE  
CITY OF RANCHO SANTA MARGARITA  
REGARDING SUBMISSION OF THE 2024-2025 ANNUAL  
ACTION PLAN**

NOTICE IS HEREBY GIVEN that the City of Rancho Santa Margarita City Council will hold a public comment period and a public hearing for the 2024-2025 Annual Action Plan. This action is taken in compliance with federal regulations [24 CFR 91].

As a recipient of Community Development Block Grant (CDBG) funds, the City must prepare a Consolidated Plan every five years. The City is also required to update the related Action Plan on an annual basis. The Consolidated Plan is a five-year strategic plan that identifies housing and community needs, strategies to address needs, and programs/resources to address these needs. The Action Plan delineates proposed activities funded under the U.S. Department of Housing and Urban Development's (HUD) CDBG program.

**30-Day Public Comment Period**

The required 30-day public comment period for the 2024-2025 Annual Action Plan will commence on April 8, 2024, and end on May 7, 2024. The draft document will be available for public review on the City's website ([www.cityofrsm.org](http://www.cityofrsm.org)) and upon request by contacting staff. Written comments regarding the draft documents may be submitted to Mike Linares at Rancho Santa Margarita City Hall – 22112 El Paseo, Rancho Santa Margarita, California, 92688 or by email at [mlinares@cityofrsm.org](mailto:mlinares@cityofrsm.org). The City must receive all written comments no later than 5 PM, May 7, 2024.

**2024-2025 Action Plan**

HUD has not published CDBG allocations for the Fiscal Year 2024-2025; however, for planning purposes, the City anticipates it will receive \$210,055. An additional \$19,547 in prior year funds will also be available. The proposed use of CDBG funds for Fiscal Year 2024-2025 includes the following:

<b>Proposed Activity</b>	<b>Proposed CDBG Allocation</b>
• Public services for lower-income persons and special needs populations	\$31,500
• Minor Home Repair Grants	\$20,000
• Public facility and infrastructure improvements	\$136,091
• Program administration	\$40,011

Per HUD guidance, the City will increase or decrease proposed CDBG allocations by a uniform percentage based on the final FY 2024 CDBG grant.

**Public Hearing**

The City must also hold a public hearing to obtain public comments regarding the FY 2024-2025 Action Plan. Notice is hereby given that the City of Rancho Santa Margarita City Council will hold a public hearing on Wednesday, May 8, 2024, for this purpose. The hearing will be held in the City Council Chambers located at 22112 El Paseo, Rancho Santa Margarita, California, 92688. The City Council meeting will be held at 7:00 PM or soon thereafter. For additional information regarding the hearing (including reasonable requests for special accommodations for persons with disabilities), please contact the City Clerk at (949) 635-1806.

If you wish to challenge the City's decision in court, the challenge will be limited only to those issues you or someone else raised at the public hearing, prior to the public hearing, or in written correspondence delivered to the City Clerk's Department prior to, the public hearing described in this notice.

The agenda report for this item will be available Friday, May 3, 2024, by 5:00 PM on the City's website at [www.cityofrsm.org](http://www.cityofrsm.org). Additionally, a copy of the report may be obtained at City Hall during regular business hours, Monday through Friday, 8:00 AM – 5:00 PM. It is recommended that you contact City Hall to ensure a copy of the report is available for distribution. For further information, you may call City Hall at (949) 635-1800.

AMY DIAZ, CITY CLERK

Published: Coto de Caza News, April 5, 2024

**CITY OF RANCHO SANTA MARGARITA  
FY 2024-2025 ANNUAL ACTION PLAN  
SUMMARY OF PUBLIC COMMENTS**

**4/24/24 CITY COUNCIL MEETING**

No public comments were received during the City Council meeting.

**30-DAY COMMENT PERIOD**

No public comments were received during the public comment period.

**5/8/24 CITY COUNCIL PUBLIC HEARING**

- Ms. Taylor Payne, a representative of Family Assistance Ministries (FAM), provided an overview of the services FAM provided to City residents during the past year. She also thanked the City Council for their current and past financial support.

**CITY OF RANCHO SANTA MARGARITA**  
**CDBG-Eligible Census Tract Block Groups**  
**(2023)**

COMMUNITY NAME	TRACT #	BLOCK GROUP #	No. of LOW/MOD			% LOW/MOD
			RESIDENTS	UNIVERSE	LOW/MOD	
Rancho Santa Margarita	032055	2	1,340	1,555	86.17%	
Rancho Santa Margarita	032051	4	1,010	1,305	77.39%	
Rancho Santa Margarita	032054	2	500	805	62.11%	
Rancho Santa Margarita	032051	3	715	1,230	58.13%	
Rancho Santa Margarita	032051	2	585	1,030	56.80%	
Rancho Santa Margarita	032054	3	465	830	56.02%	
Rancho Santa Margarita	032053	4	820	1,610	50.93%	
Rancho Santa Margarita	032049	3	910	2,025	44.94%	
Rancho Santa Margarita	032050	1	265	595	44.54%	
Rancho Santa Margarita	032048	2	615	1,390	44.24%	

## ORANGE COUNTY ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE

### August 6, 2020

#### **REGIONAL PROPOSED AI GOALS AND STRATEGIES**

To address the contributing factors described above, the AI plan proposes the following goals and actions: Regional Goals and Strategies”

##### ***Goal 1: Increase the supply of affordable housing in high opportunity areas.<sup>1</sup>***

Strategies:

1. Explore the creation of a new countywide source of affordable housing.
2. Using best practices from other jurisdictions, explore policies and programs that increase the supply of affordable housing, such as linkage fees, housing bonds, inclusionary housing, public land set-aside, community land trusts, transit-oriented development, and expedited permitting and review.
3. Explore providing low-interest loans to single-family homeowners and grants to homeowners with household incomes of up to 80% of the Area Median Income to develop accessory dwelling units with affordability restrictions on their property.
4. Review existing zoning policies and explore zoning changes to facilitate the development of affordable housing.
5. Align zoning codes to conform to recent California affordable housing legislation.

##### ***Goal 2: Prevent displacement of low- and moderate-income residents with protected characteristics, including Hispanic residents, Vietnamese residents, other seniors, and people with disabilities.***

Strategies:

1. Explore piloting a Right to Counsel Program to ensure legal representation for tenants in landlord-tenant proceedings, including those involving the application of new laws like A.B. 1482.

##### ***Goal 3: Increase community integration for persons with disabilities.***

Strategies:

1. Conduct targeted outreach and provide tenant application assistance and support to persons with disabilities, including individuals transitioning from institutional settings and individuals who are at risk of institutionalization. As part of that assistance, maintain a database of housing that is accessible to persons with disabilities.
2. Consider adopting the accessibility standards adopted by the City of Los Angeles, which require at least 15 percent of all new units in city-supported Low-Income Housing Tax Credit (LIHTC) projects to be ADA-

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<sup>1</sup>The term “high opportunity areas” generally means locations where there are economic and social factors and amenities that provide a positive impact on a person’s life outcome. This is described in more detail in Section iii, Disparities in Access to Opportunity.

accessible, with at least 4 percent of total units to be accessible for persons with hearing and/or vision disabilities.

*Goal 4: Ensure equal access to housing for persons with protected characteristics, who are disproportionately likely to be lower-income and to experience homelessness.*

**Strategies:**

1. Reduce barriers to accessing rental housing by exploring eliminating application fees for voucher holders and encouraging landlords to follow HUD's guidance on the use of criminal backgrounds in screening tenants.
2. Consider incorporating a fair housing equity analysis into the review of significant rezoning proposals and specific plans.

*Goal 5: Expand access to opportunities for protected classes.*

**Strategies:**

1. Explore the voluntary adoption of Small Area Fair Market Rents or exception payment standards in order to increase access to higher opportunity areas for Housing Choice Voucher holders.
2. Continue implementing a mobility counseling program that informs Housing Choice Voucher holders about their residential options in higher opportunity areas and provides holistic support to voucher holders seeking to move to higher opportunity areas.
3. Study and make recommendations to improve and expand Orange County's public transportation to ensure that members of protected classes can access jobs in employment centers in Anaheim, Santa Ana, and Irvine.
4. Increase support for fair housing enforcement, education, and outreach.

**CITY OF RANCHO SANTA MARGARITA PROPOSED AI GOALS AND STRATEGIES**

1. In collaboration with the Orange County Housing Authority (OCHA):
  - a. Attend quarterly OCHA Housing Advisory Committee to enhance the exchange of information regarding the availability, procedures, and policies related to the Housing Assistance Voucher program and regional housing issues.
  - b. Support OCHA's affirmative fair marketing plan and de-concentration policies by providing five-year and annual PHA plan certifications.
  - c. In coordination with OCHA and fair housing services provider, conduct landlord education campaign to educate property owners about State law prohibiting discrimination based on household income.
2. Through the City's fair housing contractor:
  - a. Provide fair housing education and information to apartment managers and homeowner associations on why denial of reasonable modifications/accommodations is unlawful.
  - b. Conduct multi-faceted fair housing outreach to tenants, landlords, property owners, realtors, and property management companies. Methods of outreach may include workshops, informational booths, presentations to community groups, and multi-lingual fair housing literature distribution.

- c. Provide general fair housing counseling and referrals services to address tenant-landlord issues, and investigate allegations of fair housing discrimination and take appropriate actions to conciliate cases or refer to appropriate authorities.
- d. Periodically monitor local newspapers and online media outlets to identify potentially discriminatory housing advertisements.
- e. Include testing/audits within the scope of work with a fair housing provider.

3. In cooperation with the Orange County Transportation Authority:
  - a. Provide community education regarding transport services for persons with disabilities.
  - b. Explore bus route options to ensure neighborhoods with a concentration of low-income or protected class populations have access to transportation services.
4. Monitor FBI data to determine if any hate crimes are housing-related and if there are actions that may be taken by the City's fair housing service provider to address potential discrimination linked to the biased motivations of hate crimes.
5. Support local eviction prevention strategies to reduce the number of homeless individuals and families (homelessness prevention services).
6. Seek funding through State programs (SB2/PLHA) to expand affordable housing and or homelessness prevention services.
7. Prepare a new Housing Element that is compliant with all current State laws and is certified by the California Department of Housing and Community Development.
8. Update zoning ordinance to comply with current State law.

### Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="checkbox"/>  * Other (Specify): <input type="checkbox"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/> B-24-MC-06-0598	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
<b>State Use Only:</b>		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: <input type="text"/> CITY OF RANCHO SANTA MARGARITA		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text"/> 91-2017167		* c. UEI: <input type="text"/> N5JYK653LNG4
<b>d. Address:</b>		
* Street1: <input type="text"/> 22112 EL PASEO	Street2: <input type="text"/>	
* City: <input type="text"/> RANCHO SANTA MARGARITA	County/Parish: <input type="text"/> ORANGE	
* State: <input type="text"/> CA: California	Province: <input type="text"/>	
* Country: <input type="text"/> USA: UNITED STATES		
* Zip / Postal Code: <input type="text"/> 92688-0000		
<b>e. Organizational Unit:</b>		
Department Name: <input type="text"/> Development Services	Division Name: <input type="text"/>	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: <input type="text"/> Ms.	* First Name: <input type="text"/> Cheryl	
Middle Name: <input type="text"/>		
* Last Name: <input type="text"/> Kuta		
Suffix: <input type="text"/>		
Title: <input type="text"/> Assistant City Manager/Dev Services Dir		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text"/> 949-635-1816	Fax Number: <input type="text"/>	
* Email: <input type="text"/> ckuta@cityofrsm.org		

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

HOUSING AND URBAN DEVELOPMENT

### 11. Catalog of Federal Domestic Assistance Number:

14-218

CFDA Title:

COMMUNITY DEVELOPMENT BLOCK GRANT

### \* 12. Funding Opportunity Number:

NA

\* Title:

NA

### 13. Competition Identification Number:

NA

Title:

NA

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Community Development Block Grant funds will be used to provide public services, infrastructure improvements, housing rehab & program administration for low/mod persons.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

CA-45

\* b. Program/Project

CA-45

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

* a. Federal	208,305.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	19,547.00
* f. Program Income	0.00
* g. TOTAL	227,852.00

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on .

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)** Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

 \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**Prefix: \* First Name: Middle Name: \* Last Name: Suffix: \* Title: \* Telephone Number: Fax Number: \* Email: \* Signature of Authorized Representative: \* Date Signed:

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		TITLE	
		City Manager	
APPLICANT ORGANIZATION		DATE SUBMITTED	
City of Rancho Santa Margarita		05/09/2024	

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

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**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
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11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
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13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
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15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
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18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
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20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		TITLE	
		City Manager	
APPLICANT ORGANIZATION		DATE SUBMITTED	
City of Rancho Santa Margarita		05/09/2024	

## CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

  
Signature of Authorized Official

05/09/2024

Date

City Manager  
Title

## Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2024 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

**Compliance with Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

**Compliance with Laws** -- It will comply with applicable laws.

  
Signature of Authorized Official

05/09/2024

Date

City Manager  
Title

## APPENDIX TO CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

#### **Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

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