TO: Mayor and City Council

FROM: Marshall Eyerman, Assistant City Manager

AGENDA DATE: September 1, 2020

TITLE: PUBLIC HEARING TO ADOPT THE FISCAL YEAR 2020-2021 CARES ACT AMENDMENT TO THE 2020-2021 ANNUAL ACTION PLAN AND ADOPT THE 2020-2021 CITIZEN PARTICIPATION PLAN AMENDMENT

RECOMMENDED ACTION

Recommendations: That the City Council:

1. Conduct a Public Hearing to allow public comment on the proposed CARES Act Amendment to the 2020-2021 Annual Action Plan and proposed amendment to the Citizen Participation Plan reflecting CARES Act waivers.

2. Review and adopt the proposed CARES Act Amendment to the 2020-2021 Annual Action Plan.

3. Review and adopt the FY 2020-2021 Citizen Participation Plan (as Amended for the CARES Act)

4. Authorize a budget amendment as set forth in the fiscal impact section and authorize the Chief Financial Officer to allocate grant funds between HUD-approved grant activities.

SUMMARY

The City of Moreno Valley received a 2nd allocation of $1,743,153.00 in Emergency Solutions Grants Program Coronavirus (ESG-CV) funding by the U.S. Department of Housing and Urban Development (HUD) under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). This 2nd round of federal funding is to be used to prevent, prepare for, and respond to the coronavirus pandemic (COVID19) among individuals and families who are homeless or receiving homeless assistance and to
support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19.

Additionally, the City’s ESG–CV 1st round allocation funding by HUD has a balance remaining to be allocated of $149,707.00. The activities recommended for funding for a total of $1,892,860.00 under ESG-CV are summarized in Attachment 1.

Furthermore, HUD has granted certain waivers with regard to public noticing and the public comment period normally required in a recipient agency’s Citizen Participation Plan for Substantial Amendments in order to accelerate the implementation of selected eligible activities for the CDBG-CV and ESG-CV funds and to quickly respond to the growing spread and effects of COVID-19. The City has notified HUD of its election of two of the waivers reducing the public noticing and public comment period for the CARES Act Amendment from the official 30 days to a minimum of 5 days in advance of the public hearing. The City has also notified HUD of its election of an ESG-CV waiver eliminating the Fair-Market-Value rent restriction for families receiving Rapid Rehousing or Homeless Prevention assistance and who enter into leases prior to September 30, 2020.

This report recommends that the City Council conduct a Public Hearing to update the 2020-2021 Annual Action Plan to include the activities recommended for funding under the ESG-CV CARES Act funding and to accept the Citizen Participation Plan as amended for the CARES Act.

DISCUSSION

As a recipient of federal grant funding, the City of Moreno Valley completes a five-year Consolidated Plan and an Annual Action Plan Update that details the use of the grant funds issued to the City by HUD. Under the City’s Citizen Participation Plan, it is required that in cases where there are substantial changes to an approved Plan that City notify its citizens of the proposed amendment(s) and provide them the opportunity to comment by holding a Public Hearing, then submitting the Council-approved ‘Substantial Amendment(s)’ to HUD for final approval. Tonight’s Public Hearing provides the opportunity for public comment and outlines the proposed Substantial Amendment to the 2020/2021 Action Plan to include the CARES Act ESG-CV additional funding as recommended in Attachment 1.

The following is the schedule for the CARES Act Amendment to 2020-2021 Annual Action Plan and the amended 2020-2021 Citizen Participation Plan:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday, August 27, 2020</td>
<td>Commencement CARES Act Amendment and Amended Citizen Participation Plan public comment/review period.</td>
</tr>
<tr>
<td>Tuesday, September 1, 2020</td>
<td>Close of CARES Act Amendment and Amended Citizen Participation Plan public comment/review period.</td>
</tr>
</tbody>
</table>
The purpose of the ESG-CV funds is to supplement the existing operational budgets of nonprofit organizations and government agencies responding to the critical needs of the community by providing services to prevent, prepare for, and respond to increased demand for services for these populations. It is expected that these funds will be utilized quickly, within one (1) year after award.

The City received a 2nd round allocation for ESG-CV funds to be used to help protect the homeless, prevent homelessness and reduce the spread of COVID-19 by safely getting individuals into shelter and providing immediate housing assistance options to low and moderate income families within the City of Moreno Valley. The City will utilize the HUD CARES Act guidelines for eligible ESG-CV activities including rapid rehousing and homelessness prevention, and other financial assistance to mitigate the impacts of COVID-19.

**ESG-CV Allocation Funding and Limitations**

<table>
<thead>
<tr>
<th>Fiscal Year 2020/2021 Allocation</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning and Administration Cap (10% of annual grant)</td>
<td>$174,315.00</td>
</tr>
<tr>
<td>Available for Other Activities</td>
<td>1,568,838.00</td>
</tr>
<tr>
<td><strong>TOTAL 2nd Round Approved Allocation</strong></td>
<td>$1,743,153.00</td>
</tr>
<tr>
<td><strong>1st Round Carryover Allocation from 2019-20</strong></td>
<td>149,707.00</td>
</tr>
<tr>
<td><strong>Total Estimated Funding Available</strong></td>
<td>$1,892,860.00</td>
</tr>
</tbody>
</table>

*Approved allocation provided by HUD on June 9, 2020.*

The City staff collaborated with Willdan Financial Services ("Willdan") and used an expedited evaluation process for the 2020/2021 ESG-CV allocations appropriate for the current urgency and public health crisis resulting from the COVID19 pandemic. Past applications and current operational programs in our region we considered for the following:

- Impact of the coronavirus pandemic upon the applicant and the response to the critical needs of the community by providing services to prevent, prepare for, and respond to increased demand for services.

- The ability of the sub-recipient to readily utilize and expend the funds.
In line with the City’s policies, objectives, and the Citizen’s Participation Plan as amended for the CARES Act, the final project selections and recommended CARES Act ESG-CV funding outlined in Attachment 1 were determined based on the CARES Act eligibility of the activity and the sub-recipient’s ability to perform under the required City and HUD criteria.

This Staff Report requests that City Council approve the proposed CARES Act Amendment to the Action Plan 2020/2021 and fund the recommended activities as outlined in Attachment 1.

**ALTERNATIVES**

**Alternative 1.** Conduct the Public Hearing, adopt CARES Act Amendment, affecting ESG-CV to the 2020-2021 Annual Action Plan and the 2020-2021 Citizen Participation Plan amendment; authorize the Chief Financial Officer to allocate grant funds between HUD-approved grant activities. **Staff recommends this action because it complies with HUD’s substantial amendment requirements, would allow the City to meet the commitment goals established for the ESG-CV Programs.**

**Alternative 2:** Decline to adopt the CARES Act Amendment, affecting ESG-CV to the 2020-2021 Annual Action Plan and the 2020-2021 Citizen Participation Plan amendment; do not authorize the Chief Financial Officer to allocate grant funds between HUD-approved grant activities. **Staff DOES NOT recommend this action because it does not comply with HUD’s substantial amendment requirements, would not allow for the City to meet its upcoming commitment goals established for the ESG-CV Programs.**

**FISCAL IMPACT**

The allocation of the ESG-CV 2nd allocation of funds have been made available through HUD under the CARES Act. The allocation of the CARES Act funds will not impact any projects, as previously approved by the City Council. **This amendment would have no impact on the General Fund.**

The following allocation of grant funds is proposed:

<table>
<thead>
<tr>
<th>Description</th>
<th>Fund</th>
<th>Section</th>
<th>Type (Rev/Exp)</th>
<th>FY 20/21 Budget</th>
<th>Proposed Adjustments</th>
<th>FY 20/21 Amended Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant Revenue</td>
<td>Fund ESG</td>
<td>CV2 – CARES Act</td>
<td>Rev</td>
<td>$ 0</td>
<td>$1,743,153</td>
<td>$1,743,153</td>
</tr>
<tr>
<td>Administration/Programs</td>
<td>Fund ESG</td>
<td>CV2 – CARES Act</td>
<td>Exp.</td>
<td>$ 0</td>
<td>$1,743,153</td>
<td>$1,743,153</td>
</tr>
</tbody>
</table>

**NOTIFICATION**

Notice of this meeting was published in the Press-Enterprise newspaper on August 27, 2020. As part of HUD’s issued waivers of standard regulations for CARES Act funds, the official 30-day public review period was reduced to a minimum of 5 days. The 5-day
public review period occurred from August 27, 2020 to September 1, 2020. Respondents were given the opportunity to provide comments via email, telephone, and in person. Staff would like to note that at the time of submission of this report there were no comments received from the public either in support or opposing these projects.

PREPARATION OF STAFF REPORT

Prepared By:
Dena Heald
Deputy Finance Director

Department Head Approval:
Marshall Eyerman
Assistant City Manager/
Chief Financial Officer

CITY COUNCIL GOALS

None

CITY COUNCIL STRATEGIC PRIORITIES

1. Economic Development
2. Public Safety
3. Library
4. Infrastructure
5. Beautification, Community Engagement, and Quality of Life
6. Youth Programs

Objective 1.1: Proactively attract high-quality businesses.

Objective 1.2: Market all the opportunities for quality industrial development in Moreno Valley by promoting all high-profile industrial and business projects that set the City apart from others.

Objective 1.3: Promote local hiring through the expansion of local, quality, high paying jobs, and workforce development efforts.

Objective 1.4: Promote the development of the Medical Corridor along Nason Street to meet health care demands for residents of Moreno Valley and the region, bring quality jobs, and create business opportunities for ancillary support businesses in the health care industry.

Objective 1.5: Showcase Moreno Valley’s unique assets.

Objective 1.6: Establish Moreno Valley as the worldwide model in logistics development.

ATTACHMENTS
1. CARES Act Amendment ESG-CV Funding Recommendations
3. FY 2020-21 Citizen Participation Plan-CARES Amended-Draft

APPROVALS
City of Moreno Valley

EMERGENCY SOLUTIONS GRANT CORONAVIRUS FUNDS (ESG-CV)

FISCAL YEAR 2020-21

CARES ACT AMENDMENT
FUNDING RECOMMENDATION

Public Hearing
September 1, 2020
# TABLE OF CONTENTS

I. OVERVIEW ........................................................................................................................................ 3  
   The FY 2020-21 Citizen Participation Plan ..................................................................................... 3  
   The CARES Act Amendment to the FY 2020/21 Annual Action Plan ............................................. 3  
   Fiscal Year 2020-21 CARES Act Amendment Objectives and Policies .............................................. 4  
   FY 2020/21 CARES Act Allocation Process and Review ................................................................. 5  

II. Emergency Solutions Grants Program Coronavirus (ESG-CV) - $1,892,860 ........................................ 6  
   Grant Purpose .................................................................................................................................. 6  
   Funding .......................................................................................................................................... 6  
   Recommendations .......................................................................................................................... 6  

Fiscal Year 2020-21 CARES Act Program Descriptions ................................................................. 7
I. OVERVIEW

The Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, was signed by President Trump on March 27, 2020 and made available $5 billion in U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant Coronavirus (CDBG-CV) funds and $1 billion in Emergency Solutions Grants Program Coronavirus funds (ESG-CV) to prevent, prepare for, and respond to the coronavirus (COVID-19).

The City received a 1st round allocation of ESG-CV funds in the amount of $630,838 in Fiscal Year 2019-20 and a balance of $149,707.00 remains unallocated. This funding recommendation includes the allocation of these funds in addition to the ESG-CV 2nd round allocation of funds awarded by HUD on June 9, 2020.

The City has received a 2nd round allocation of ESG-CV funds in the amount of $1,743,153 to continue to be used to prevent, prepare for, and respond to the coronavirus among individuals and families who are homeless or receiving homeless assistance and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19.

FY 2020-21 Citizen Participation Plan Amended for the CARES Act

The City has developed a Citizen Participation Plan that sets forth the policies and procedures to encourage citizen's participation in the HOME, ESG and CDBG Program planning and implementation processes. This Citizen Participation Plan provides the method and process by which the City will encourage citizen participation in the development of its Consolidated Plan, Annual Action plans and substantial amendments to such plans.

In response to Coronavirus, HUD has granted certain waivers with regard to advance public noticing and the public comment period normally required in a recipient agency’s Citizen Participation Plan for CARES Act related substantial amendments in order to accelerate the implementation of selected eligible activities for the CDBG-CV and ESG-CV funds and to quickly respond to the growing spread and effects of COVID-19. The City has notified HUD of its election of two CARES Act waivers reducing public noticing of the public hearing and public comment period for any CARES Act amendments from the official 30 days to no less than 5 days in advance of the public hearing as allowed by the HUD waivers.

A copy of the FY 2020-21 City’s Citizen Participation Plan as amended for the CARES Act is available for inspection at the Financial & Management Services Department during normal business hours or on the City website under Grants Monitoring and Administration.
The CARES Act Amendment to the FY 2020-21 Annual Action Plan

The City is proposing a CARES Act related substantial amendment to the FY 2020-21 Annual Action Plan (CARES Act Amendment). The CARES Act Amendment will outline the selected ESG-CV expected funding and programs selected to accomplish the CARES Act related goals for FY 2020-21 as shown further in this report.

Fiscal Year 2020-21 CARES Act Amendment Objectives and Policies

The ESG-CV funds are intended to be used for costs necessary to prevent, prepare for, and respond to the coronavirus pandemic, it is expected that these funds will be utilized quickly, within one (1) year. The City's Objectives for the ESG-CV programs are summarized below.

ELIGIBLE ESG-CV ACTIVITIES

To be eligible for ESG-CV funds, the proposed activity must comply with U.S. Department of Housing and Urban Development (HUD) regulations and be an eligible component under Part 24 CFR 576 Subpart B (Street Outreach, Emergency Shelter, Rapid Re-Housing, and Homeless Prevention).

HUD Approved Flexibilities for ESG-CV Funding.

- There is no “cap” on emergency shelter and outreach activities;
- There is no “matching” funds requirement;
- Income limits for “at risk for homelessness” has been increased to 50% - very low income.
- Funds can be used to provide temporary shelters through leasing of existing property, temporary structures, or other means to prevent, prepare for, and respond to coronavirus impacts; and
- No ESG-CV funds may be used to require persons experiencing homelessness to receive treatment or perform other prerequisite activities as a condition of receiving shelter, housing, or other services; and
- HUD has provided additional waivers to other ESG regulations.

Specific to the COVID-19 outbreak, funding must be for activities/programs that prevent, prepare for and/or respond to COVID-19. The following are considered by HUD to be among eligible expenses of ESG-CV funds:

- Engage homeless individuals and families living on the street;
- Improve the number and quality of emergency shelters for homeless individuals and families;
- Shelter operations;
- Provide essential services to shelter residents;
- Rapidly re-house homeless individuals and families utilizing housing first approach; and
• Prevent families and individuals from becoming homeless.
• Grant funds may be used toward the costs of participating in the existing Homeless Management Information System (HMIS) of the County of Riverside’s Continuum of Care. Staff time for HMIS data entry shall be eligible and allocable as a direct cost budgeted under the associated eligible category (i.e.: Rapid Rehousing, Homelessness Prevention, Street Outreach, and Emergency Shelter). These costs are to be budgeted and accounted for as such to avoid duplication in costs.

FY2020-21 CARES Act Funding Process and Review

As part of the allocation process in preparation of the SA-CARES Act, the City has contracted Willdan Financial Services ("Willdan") to collaborate with City Staff and Officials.

The City has used an expedited process for the 2020-21 ESG-CV allocations for the current urgency and public health crisis resulting from the COVID19 pandemic. All programs were considered for the following:

• Impact of the coronavirus pandemic upon the sub-recipient and the response to the critical needs of the community by providing services to prevent, prepare for, and respond to increased demand for services.
• Impact of the coronavirus pandemic upon the sub-recipient's initial operating budget and subsequent adjustments.
• The number of persons served, and the level of service provided, since the January 21, 2020, COVID19 "impact date".
• The proposed uses of the funds.
• The ability of the sub-recipient to readily utilize and expend the funds.

The following subsequent sections of this report contain the current proposed project selections for Fiscal Year 2020-21.
II. Emergency Solutions Grants Program Coronavirus (ESG-CV) – $1,892,860.00

Grant Purpose

The City received an allocation of ESG-CV funds to be used to prevent, prepare for, and respond to the coronavirus pandemic (COVID-19) among individuals and families who are homeless or receiving homeless assistance. The funds will also support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19.

The primary intent of the ESG-CV funds is to supplement the existing operational budgets of nonprofit organizations and government agencies responding to the critical needs of the community by providing services to prevent, prepare for, and respond to increased demand for services as a result of the Coronavirus pandemic. The funds will also help protect the homeless and reduce the spread of COVID-19 by safely getting individuals into shelter and providing immediate housing options.

Funding

<table>
<thead>
<tr>
<th>Estimated Fiscal Year 2020/2021 Allocation</th>
<th>ESG-CV</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning and Administration Cap (10% of annual grant)</td>
<td>$174,315.00</td>
</tr>
<tr>
<td>Available for Other Activities</td>
<td>1,568,838.00</td>
</tr>
<tr>
<td><strong>Total ESG-CV Round 2 Allocation</strong>*</td>
<td><strong>$1,743,153.00</strong></td>
</tr>
<tr>
<td>Available allocation ESG-CV from prior year</td>
<td>149,707.00</td>
</tr>
<tr>
<td><strong>TOTAL Available Allocation</strong></td>
<td><strong>$1,892,860.00</strong></td>
</tr>
</tbody>
</table>

*Approved allocations provided by HUD on June 9, 2020.

Recommendations

To allocate and expedite the funding in compliance with HUD requirements to sub-recipient's preventing and responding the Coronavirus pandemic the following funding recommendation is provided.
<table>
<thead>
<tr>
<th>Ref. No.</th>
<th>Sub-Recipient</th>
<th>Program</th>
<th>CARES Priority</th>
<th>Funding Requested FY 20-21</th>
<th>Funding Recommended FY 20-21</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Rising Stars Business</td>
<td>Homeless Prevention</td>
<td>Homeless/Homeless Prevention Activities</td>
<td>$32,500</td>
<td>$32,500</td>
</tr>
<tr>
<td>2</td>
<td>Social Work Action Group (SWAG)</td>
<td>Homeless Street Outreach-Moreno Valley</td>
<td>Homeless/Homeless Prevention Activities</td>
<td>$200,000</td>
<td>$200,000</td>
</tr>
<tr>
<td>3</td>
<td>United Way of Inland Valleys *</td>
<td>MoVal Rental Rescue Program</td>
<td>Rapid Rehousing/Homeless Prevention Activities</td>
<td>$2,000,000</td>
<td>$1,486,045</td>
</tr>
<tr>
<td>n/a</td>
<td>City of Moreno Valley</td>
<td>Program Administration</td>
<td>n/a</td>
<td>$174,315</td>
<td>$174,315</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Totals</td>
<td>$2,406,815</td>
</tr>
</tbody>
</table>

* Any additional available ESG-CV funding will be allocated to United Ways of Inland Valleys up to a maximum award of the amount noted as requested.
III. Fiscal Year 2020/21 CARES Act Program Descriptions

Reference Number: 1
Funding: ESG-CV

Sub-Recipient: Rising Stars Business Academy
Program: Homeless Prevention

FY 20/21 Recommended Funding: $32,500
Requested Funding Amount: $32,500
MV # Person/Unit Served: 15-30 households

<table>
<thead>
<tr>
<th>ESG Component</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homelessness Prevention</td>
<td>$32,500</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$32,500</strong></td>
</tr>
</tbody>
</table>

Program Description:
Respond to the economic hardship caused by the COVID-19 pandemic by assisting 15-30 families in maintaining their financial obligations to their home through rental assistance, food vouchers, utility vouchers, and robust case management thereby reducing the risk of homelessness.

Reference Number: 2
Funding: ESG-CV

Sub-Recipient: Social Work Action Group (SWAG)
Program: Community Homeless Solution

FY 20/21 Recommended Funding: $200,000
Requested Funding Amount: $200,000
MV # Person/Unit Served: 60

<table>
<thead>
<tr>
<th>ESG Component</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Outreach</td>
<td>$200,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$200,000</strong></td>
</tr>
</tbody>
</table>

Program Description:
In response to the economic hardship caused by the COVID-19 pandemic, the goal of the program is to reduce the rate of homelessness in the City of Moreno Valley, by providing basic needs, case management and supportive services in order to facilitate the achievement of self-sufficiency.
City of Moreno Valley
Fiscal Year 2020/21
Emergency Solutions Grant (ESG-CV)
Program Descriptions

Reference Number: 3
Funding: ESG-CV

Sub-Recipient: United Way of Inland Valleys
Program: MoVal Rental Rescue Program

FY 20/21 Recommended Funding: $1,586,045

<table>
<thead>
<tr>
<th>ESG Component</th>
<th>Budget</th>
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</thead>
<tbody>
<tr>
<td>Rapid Rehousing</td>
<td>$680,000</td>
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<tr>
<td>Homelessness Prevention</td>
<td>$1,320,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$2,000,000</strong></td>
</tr>
</tbody>
</table>

Requested Funding Amount: $2,000,000
MV # Person/Unit Served: 202 households

Program Description:
MoVal Rental Rescue will distribute rental and financial assistance to Moreno Valley residents affected by COVID-19 due to lay-off, furlough and business closures. As a result, individuals and families are at imminent risk of losing, or have already lost, housing stability. The program will assist in two ways: Homelessness Prevention to keep at-risk tenants housed and Rapid Re-Housing for persons experiencing homelessness. Eligible households will receive up to $5,000.00 to sustain or to regain housing.

END OF REPORT
NOTICE OF PUBLIC COMMENT PERIOD AND
PUBLIC HEARING FOR
CARES ACT AMENDMENTS TO
FISCAL YEAR 2020-2021 ANNUAL ACTION PLAN
AND
FISCAL YEAR 2020-2021 CITIZENS PARTICIPATION PLAN

The Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, was signed by President Trump on March 27, 2020 and made available $5 billion in U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant Coronavirus (CDBG-CV) funds and $1 billion in Emergency Solutions Grants Program Coronavirus funds (ESG-CV) to prevent, prepare for, and respond to the coronavirus (COVID-19).

The City has received a 2nd round allocation of ESG-CV funds on June 9, 2020 in the amount of $1,743,153 to continue to be used to prevent, prepare for, and respond to the coronavirus among individuals and families who are homeless or receiving homeless assistance and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19. Additionally, the City’s ESG-CV 1st round allocation from HUD for FY 2019-2020 has a balance remaining to be allocated of $149,707.00.

ESG-CV funds are to be used to prevent, prepare for, and respond to the coronavirus pandemic (COVID19) among individuals and families who are homeless or receiving homeless assistance and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19.

The City is proposing CARES Act amendment to the 2020-2021 Annual Action Plan and 2020-2021 Citizen Participation Plan. The amendments are available for public review and comment for 5 days from August 27, 2020 through September 1, 2020. To view the amendment in its entirety, please visit the City’s website at www.moval.org and click on Departments/Financial & Management Services and under the Grants & Programs option click on the Grants Monitoring and Administration link and choose the Grant Reports tab.

About the proposed FY 2020-2021 CARES Act Amendment:

As a recipient of federal grant funding, the City of Moreno Valley completes a five-year Consolidated Plan and an Annual Action Plan Update that details the use of the grant funds issued to the City by HUD. Under the City’s Citizen Participation Plan, it is required that in cases where there are substantial changes to an approved Plan that City notify its citizens of the proposed amendment(s) and provide them the opportunity to comment by holding a Public Hearing, then submitting the Council-approved ‘Substantial Amendment(s)’ to HUD for final approval. The following changes summarizes the proposed ‘CARES Act Amendment’:

- **FY 2020-2021 Annual Action Plan (AAP):** Proposes CARES Act Amendment to the AAP providing recommended funding for ESG-CV eligible activities. The draft of the CARES Act Amendment is available on the City website.

- **FY 2020-2021 Citizen Participation Plan (CPP):** Proposes an amendment to the CPP reflecting HUD CARES Act waivers reducing public noticing and comment periods to a minimum of 5-days for the CARES Act amendment. The draft Citizen Participation Plan (as Amended by the CARES Act) is available on the City website.

The proposed amendment will be available for public review from August 27, 2020 through September 1, 2020. The City Council will hold a Public Hearing to receive comments and adopt the proposed amendment on **Tuesday, September 1, 2020 at 6:00 p.m.** at the following location:

**VIA TELECONFERENCE ONLY**

Go to: [http://morenovalleyca.iqm2.com/default.aspx](http://morenovalleyca.iqm2.com/default.aspx) for instructions

Citizens of the City of Moreno Valley and the general public are encouraged to attend via teleconference. Any questions or concerns regarding teleconferencing may be emailed to zoom@moval.org. All persons interested in this matter may appear
and be heard at the hearing. Persons of low- and moderate-incomes, disabled, homeless, elderly and members of minority group are particularly encouraged to attend. If unable to attend, comments may be provided by contacting the Financial Operations Division at (951) 413-3450 or e-mailing grantsadmin@moval.org.

Upon request, this invitation public notice will be made available in appropriate alternative formats to persons with disabilities, in compliance with the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in these activities should direct such requests to Guy Pegan, ADA Coordinator, at (951) 413-3120 at least 72 hours before the activity. The 72-hour notification will enable the City to make reasonable arrangements to ensure accessibility and participation in this meeting or event.

Date Published: August 27, 2020
FISCAL YEAR 2020/21
CITIZEN PARTICIPATION PLAN
AS AMENDED FOR THE CARES ACT

City of Moreno Valley
Financial & Management Services Dept.
Financial Operations Division
14177 Frederick St. PO Box 88005
Moreno Valley, CA 92552-0805
-TABLE OF CONTENTS-

Introduction .................................................................................................................................. 1

Public Notices .................................................................................................................................. 3

Public Access to Information ........................................................................................................... 4

Public Hearings ............................................................................................................................... 4

Stages in The Process ...................................................................................................................... 5

Complaint Procedures ..................................................................................................................... 10

Changes to The Citizen Participation Plan .................................................................................. 11

FY 2020/21 Annual Action Plan & Citizen Participation Schedule ............................................. 12

FY 2020/21 CARES Act Amendment & Amended Citizen Participation Schedule ........... 13
INTRODUCTION

The City of Moreno Valley is required by law to have a detailed Citizen Participation Plan which contains the City’s policies and procedures for public involvement in the Consolidated Plan process and the use of CDBG and HOME funds. The Moreno Valley Citizen Participation Plan was developed pursuant to the U.S. Department of Housing and Urban Development (HUD), Consolidated Submission for Community Planning and Development Programs, as required under 24CFR Part 91 and Part 8. The Citizen Participation Plan provides the method and process by which the City of Moreno Valley will encourage citizen participation in the development of its Consolidated Plan. Through this plan, citizens will be afforded the opportunity to provide input regarding housing and community development needs, issues and problems affecting low and moderate-income persons, the development of strategies, project selections and funding distributions.

CARES Act provisions responding to COVID-19 pandemic

The Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, was signed by President Trump on March 27, 2020 and made available $5 billion in U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant Coronavirus (CDBG-CV) funds and $1 billion in Emergency Solutions Grants Program Coronavirus funds (ESG-CV) to prevent, prepare for, and respond to the coronavirus (COVID-19). Of this amount, HUD is immediately allocating $2 billion of CDBG-CV funds and $1 billion in ESG-CV funds based on the fiscal year 2020 entitlement formula.

In addition, HUD has granted certain waivers with regard to public noticing and the public comment period normally required in a recipient agency’s Citizen Participation Plan for Substantial Amendments in order to accelerate the implementation of selected eligible activities for the CDBG-CV and ESG-CV funds and to quickly respond to the growing spread and effects of COVID-19. The City has notified HUD of its election of two of the waivers as further explained below under D. Amendments to the Annual Action Plan.

Encouraging Public Participation

The law requires that the City’s Citizen Participation Plan both provide for and encourage public participation, emphasizing involvement by low and moderate-income people, especially those living in low and moderate-income neighborhoods (see page 15, CDBG Target Area Map). Also, HUD expects the City to take whatever actions are
appropriate to encourage the participation of minorities, people who do not speak English, and people with disabilities.

The City also maintains a distribution list of persons, agencies, and organizations that have expressed interest in the City’s CDBG, HOME, and ESG programs. Notifications of events, such as the Community Needs Assessment meetings, are mailed directly to those on the distribution list to encourage public participation.

The Role of Low Income People

The law declares that the primary purpose of the programs covered by this Citizen Participation Plan is to improve communities by providing: decent housing, a suitable living environment, and growing economic opportunities – all for principally low and moderate-income people.

The City of Moreno Valley will provide the Riverside County Public Housing Authority with a copy of all Public Notices that are published during the Consolidated Plan process. The City encourages input from residents of public housing developments and via the Public Housing Authority; residents are notified of Community Needs Meetings as well as Public Hearings.

Because the amount of federal CDBG, HOME, and ESG money the City receives each year is mostly based upon the severity of both poverty and substandard housing conditions in the City, it is necessary that public participation genuinely involve low-income residents who experience these conditions. Genuine involvement by low-income people must take place at all stages of the process, including:

- Identifying needs
- Setting priorities among these needs, deciding how much money should be allocated to each high-priority need and suggesting the types of programs to meet high-priority needs
- Overseeing the way in which programs are carried out

The Various Stages of the Consolidated Plan Process

The policies and procedures in this Citizen Participation Plan relate to several stages of action mentioned in law or regulation. In general, these stages or events include:

1. Identification of community and housing needs (via a Public Hearing(s)
2. Preparation of a draft use of funds for the upcoming year, called the Proposed Annual Action Plan (Public Hearing required)
3. Formal approval by the City Council of the Final Annual Action Plan (via a Public Hearing)
4. In the case where it is necessary to change the use of money already budgeted in an Action Plan or change priorities, a Substantial Amendment will be proposed (completed via Public Hearing)
5. After the program year is complete, a Consolidated Annual Performance and Evaluation Report (CAPER) is drafted for public review and comment and then submitted to HUD.

The Program Year

The program year for Moreno Valley coincides with the City’s fiscal year running from July 1st through June 30th.

PUBLIC NOTICES

Items Covered by the Public Notice Requirement

Advance public notice is provided once a federally required document is available for public review and comment, such as the Annual Action Plan or Consolidated Plan. In addition, advance public notice of all Public Hearings and public meetings is provided at least two weeks in advance.

Public Notice Schedule

Advance notice of all available documents, Public Hearings and public meetings is provided at least two weeks in advance. The notices will give residents a clear understanding of the event being announced. The following is a general timeline of when public notices are published:

- **October** Notice of Community Needs Meetings/Public Hearings
- **October** Notice of Public Hearing to Identify Community Needs
- **December** Notice of Funding Availability and Application Process
- **March** Notice of Public Hearing to Discuss Proposed Action Plan
- **March** Notice of Action Plan Availability for Public Review
- **March** Notice of Public Hearing to Adopt Final Action Plan
- **As Needed** Notice of Availability of Amendment to Consolidated/Action Plan
- **As Needed** Notice of Public Hearing to Amend Consolidated/Action Plan

Forms of Public Notice

Public notices are published in the Press-Enterprise Newspaper as display advertisements in the non-legal section of the local edition. A copy of the public notice will be sent to any person or organization requesting to be on the mailing list.
PUBLIC ACCESS TO INFORMATION

As required by law, the City will provide the public with reasonable and timely access to information and records relating to the data or content of the Consolidated Plan, as well as the proposed, actual and past use of funds covered by the Citizen Participation Plan. Regarding the past use of funds, the law requires reasonable public access to records about any uses of these funds during the previous five years.

Also, the City will provide the public with reasonable and timely access to local meetings relating to the proposed or actual use of funds.

Standard Documents

Standard documents include:
- The proposed and final Annual Action Plans
- The proposed and final Five-Year Consolidated Plan (CONPLAN)
- Proposed and final Substantial Amendments to either an Annual Action Plan or the Five-Year Consolidated Plan
- Consolidated Annual Performance and Evaluation (CAPER) Report
- Citizen Participation Plan

Availability of Standard Documents

All documents are available for immediate public review at City Hall in the Financial & Management Services Department. Copies of standard documents that are not currently posted for public review will be provided to the public within five working days of the request at no cost. Copies of draft documents such as the Action Plan and CAPER are available at several locations for public review. These locations are: The Library, the Community Senior Center, City Hall, and the Conference and Recreation Center, along with the City’s public website. Documents remain at each of the designated locations for the entire required review time that is specified in the applicable public notice. All final documents are available for public review at City Hall during normal business hours.

PUBLIC HEARINGS

Public Hearings are required by law in order to obtain the public’s views and to provide the public with the City’s responses to public questions and proposals. The law requires a minimum of two public meetings at two different stages of the process. The City will conduct two Public Hearings and additional Public Meetings at the following stages of the process: Identifying Needs, Proposed Annual Action Plan (Project Selection), and the Final Annual Action Plan adoption. Public Hearings are also conducted for amendments to the Annual Action Plan as needed.
Access to Public Hearings

Public Hearings will be held only after there has been adequate notice as described in the “Public Notice” part of this Citizen Participation Plan, including a display advertisement in the non-legal section of the newspaper at least two weeks prior to the Public Hearing. Public Hearings are conducted during the regularly scheduled City Council meetings.

Public Hearings and Populations with Unique Needs

All Public Hearings will be held at locations accessible to people with disabilities and provisions will be made for people with disabilities when requests are made within at least five working days prior to a hearing. Translators will be provided for people who do not speak English when requests are made at least five working days prior to a hearing.

Conduct of Public Hearings

To ensure that Public Hearings are meaningful to residents, each Public Hearing will be conducted in the presence of the City Council. Each resident choosing to speak will be allowed a maximum of three minutes to make a verbal presentation.

The following is a general timeline of when public hearings are conducted during the process:

- November: Public Hearing to Identify Community Needs
- April: Public Meeting to Discuss Proposed Annual Action Plan
- May: Public Hearing to Adopt Final Annual Action Plan
- As needed: Public Hearing to Amend Consolidated/Action Plan

STAGES IN THE PROCESS

A. IDENTIFYING NEEDS

Because the housing and community development needs of low and moderate-income people are so great and so diverse, priorities must be set to decide which needs should get more attention and more resources than other needs. This is the basic reason the Consolidated Plan exists.

A Public Hearing is required to obtain resident’s opinions about needs and what priority those needs have. In order to encourage public involvement, a Public Hearing is conducted to allow residents to express comments regarding the needs of the City’s low and moderate-income populations. The Public Hearing about community needs will be completed at least 15 days before a draft Annual Action Plan is published for comment, so that the needs identified can be considered by the City and addressed in the draft Annual Action Plan.
B. THE PROPOSED ANNUAL ACTION PLAN (AND/OR FIVE-YEAR CONPLAN)

The law providing the funds covered by the Citizen Participation Plan calls for improved accountability of jurisdictions to the public. In that spirit, and in compliance with the terms of the law, the City will use the following procedures:

At the beginning of this stage, the City will provide the public with an estimate of the amount of CDBG, HOME, and ESG funds it expects to receive in the upcoming year, along with a description of the range of types of activities that can be funded with these resources. Also, the public will be given an estimate of the amount of these funds that will be used in ways that will benefit low and moderate-income people.

Displacement and Relocation

The City does not have any plans to displace or relocate any residents from their homes using CDBG, HOME, or ESG funds. If a project necessitated displacement or relocation, it would be done in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), which requires preparation of an “anti-displacement plan.” The anti-displacement plan would describe how the City would compensate people who are displaced as a result of the use of the funds, specifying the type and amount of compensation.

Technical Assistance

City Staff will work with organizations and individual’s representative of low-and moderate-income people who are interested in submitting a proposal to obtain funding for an activity. All potential applicants for funding are encouraged to contact City staff for technical assistance before completing a proposal form.

Availability of a Proposed Annual Action Plan

Within 3 weeks after the Public Hearing about the Proposed Annual Action Plan, the City will make the Proposed Annual Action Plan available to the public. In addition, copies will be available at the locations specified above in the section, “Public Access to Information.” A public notice will be published at least two weeks prior to the document’s availability. The term “notice” described earlier in the section on “Public Notice” will be used.

Also, the date the Proposed Annual Action Plan is available to the public will be at least 30 days prior to the date a Final Annual Action Plan is approved by the City Council so that low and moderate-income people will have a reasonable opportunity to examine it and to submit comments.
Public Hearing and Further Action

A Public Hearing about the Proposed Annual Action Plan will be conducted by the City Council within 30 days before it is available to the public. In addition, this Public Hearing will be held so that there are at least another 30 days before the Final Annual Action Plan is approved by the City Council so that the elected officials can consider the public’s comments from the Public Hearing.

In preparing a Final Annual Action Plan, careful consideration will be given to all comments and views expressed by the public, whether given as verbal testimony at the Public Hearing or submitted in writing during the review and comment period. The Final Annual Action Plan will have a section that presents all comments and explains why any comments were not accepted.

C. THE FINAL ANNUAL ACTION PLAN (AND/OR FIVE-YEAR CONPLAN)

Copies of the Final Annual Action Plan will be made available to the public at City Hall for review. Copies can be obtained free of charge and within five business days of the request.

D. AMENDMENTS TO THE ANNUAL ACTION PLAN (AND/OR FIVE-YEAR CONPLAN)

The Final Annual Action Plan will be amended any time there is: a change in one of the Priorities presented on the HUD-required Priority Table, a change in the use of money to an activity not mentioned in the Final Annual Action Plan, or, a change in the purpose, location, or scope of beneficiaries of an activity. The public will be notified whenever there is an amendment.

Substantial Amendments

The following will be considered “substantial” amendments:

1. A change in the use of CDBG, HOME, or ESG money from one activity to another.
3. The addition of an activity not originally described in the Annual Action Plan.
4. A change in the purpose of an activity, such as a change in the type of activity or its ultimate objective – for example, a change in a construction project from housing to commercial.
5. A meaningful change in the location of an activity.
6. A change in the type or characteristics of people benefiting from the activity. Among the “characteristics” are:
   a. The HUD-recognized income levels of: 0-30 percent of Area Median Income (AMI); between 31 and 50 percent AMI; and between 51 to 80 percent AMI
   b. Race or ethnicity
Public Notice and Public Hearing for Substantial Amendments

There must be reasonable notice of a proposed Substantial Amendment so that residents will have an opportunity to review it and comment on it. Notice will be made according to the procedures described earlier in this Citizen Participation Plan, with the addition of the following procedures specifically for Substantial Amendments:

1. There will be advanced notice of the availability of a proposed Substantial Amendment 30 days before there is a Public Hearing.
2. A detailed written description of the proposed Substantial Amendment will be made available to the public. Also, copies will be available at the locations indicated earlier in this Citizen Participation Plan under “Public Access to Information.”
3. There will be a Public Hearing regarding the proposed Substantial Amendment conducted by the City Council. This Public Hearing will not take place until the public has had 30 days to review the proposed Substantial Amendment.
4. The Public Hearing will be held no sooner than two weeks prior to submission to HUD.
5. In preparing the Final Substantial Amendment, careful consideration will be given to all comments and views expressed by the public, whether given as verbal testimony at the Public Hearing or submitted in writing during the review and comment period. The Final Substantial Amendment will have a section that presents all comments and explains why any comments were not accepted.

Public Notice and Public Hearing for Substantial Amendment-CARES Act

The City has notified the LA HUD office of its election of eligible CARES Act waivers to Citizen Participation public noticing and comment period to accelerate the implementation of selected eligible activities for the CDBG-CV and ESG-CV funds and to quickly respond to the growing spread and effects of COVID-19.

Notice of Public Hearing and public comment period for any FY 2020/21 Substantial Amendment for the CARES Act funds (CARES Act Amendment) will be at least five days in advance as allowed by HUD waivers. The notices will give residents a clear understanding of the event being announced. The following are the dates of public notices for:
August 27, 2020 Notice of Public Hearing to Adopt CARES Act Amendment and amended Citizen Participation Plan.

There must be reasonable notice of a proposed CARES Act Amendment so that residents will have an opportunity to review it and comment on it. Notice will be made according to the procedures described earlier in this Citizen Participation Plan for Substantial Amendment-CARES Act, with the addition of the following procedures specifically for CARES Act Amendment:

1. There will be advanced notice of the availability of a proposed Substantial Amendment at least 5 days before there is a Public Hearing.
2. A detailed written description of the proposed CARES Act Amendment will be made available to the public. Also, copies will be available at the locations indicated earlier in this Citizen Participation Plan under “Public Access to Information.”
3. There will be a Public Hearing regarding the proposed CARES Act Amendment conducted by the City Council. This Public Hearing will not take place until the public has had at least 5 days to review the proposed CARES Act Amendment.
4. The Public Hearing will be held no sooner than two days prior to submission to HUD.
5. If social distancing orders relating to the COVID-19 outbreak are still being enforced, the City will provide video/audio access to the public through video conferencing medium such as Zoom.
6. In preparing the final CARES Act Amendment, careful consideration will be given to all comments and views expressed by the public, whether given as verbal testimony at the Public Hearing or submitted in writing during the review and comment period. The final CARES Act Amendment will have a section that presents all comments and explains why any comments were not accepted.

The Public Hearing for the CARES Act Amendment will be held on the following date:

September 1, 2020 Public Hearing to Adopt CARES Act Amendment and amended Citizen Participation Plan.

E. CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

Every program year the City must submit to the Department of Housing and Urban Development (HUD) a Consolidated Annual Performance and Evaluation Report (CAPER) within 90 days of the close of the program year. In general, the CAPER must describe how funds were used during the program year and the extent to which these funds were used for activities that benefited low and moderate-income people.
Public Notice for the Consolidated Annual Performance and Evaluation Report (CAPER)

There must be reasonable notice that the Consolidated Annual Performance and Evaluation Report (CAPER) is available so that residents will have an opportunity to review it and comment on it. Notice will be made according to the procedures described earlier in this Citizen Participation Plan, with the addition of the following procedures specifically for the CAPER:

1. The City will publish a notice of CAPER availability two weeks in advance of the public review period.
2. A complete copy of the CAPER will be made available to the public at the locations indicated earlier in the Citizen Participation Plan under “Public Access to Information.”
3. The public will have a minimum of 15 days to review and provide comments on the CAPER.
4. In preparing the CAPER for submission to HUD, careful consideration will be given to all comments views expressed by the public. The CAPER sent to HUD will have a section that presents all comments and explains why any comments were not accepted.

Contents of the CAPER

The CAPER provides details on the actions taken by the City and the accomplishments completed during the previous program year. Accomplishments include the number of low and moderate-income persons served and the ethnicity of those individuals. Also provided are expenditures taken during the year and funds spent undertaking each activity.

COMPLAINT PROCEDURES

Comments, suggestions or complaints may be addressed to the Financial & Management Services Department as follows:

City of Moreno Valley
Financial & Management Services Department
Attn: Financial Operations Division
14177 Frederick Street
P.O. Box 88005
Moreno Valley, CA 92552-0805
(951) 413-3450

All written complaints from the public will receive a meaningful written response within 15 working days after receipt.
CHANGES TO THE CITIZEN PARTICIPATION PLAN

The Citizen Participation Plan can be changed only after the public has been notified of the intent to modify it, and only after the public has had a reasonable chance to review and comment on proposed substantial changes to it.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Tuesday, October 22, 2019</td>
<td><strong>Public Meeting 1</strong>: Public Meeting to Review Action Plan Calendar Schedule</td>
</tr>
<tr>
<td>Tuesday, November 5, 2019</td>
<td><strong>Public Hearing 1</strong>: Public Hearing to Adopt Objectives/Policies &amp; Collect Community Needs Comments</td>
</tr>
<tr>
<td>Thursday, December 19, 2019</td>
<td>Notice of Funding Availability (NOFA) Available. APPLICATIONS AVAILABLE FOR DISTRIBUTION.</td>
</tr>
<tr>
<td>Thursday, January 9, 2020</td>
<td>In-Person Application Workshop</td>
</tr>
<tr>
<td>Friday, January 31, 2020</td>
<td>Applications Due from Applicants</td>
</tr>
<tr>
<td>Monday, March 9, 2020</td>
<td>Finance Subcommittee 1:1 Meetings to Review Staff Project Recommendations</td>
</tr>
<tr>
<td>Tuesday, March 24, 2020</td>
<td><strong>Public Meeting 2</strong>: Open Technical Review Committee Meeting - Applicants are invited to attend and provided with an opportunity to explain programs in person.</td>
</tr>
<tr>
<td>Friday, April 3, 2020</td>
<td>Commencement of 30 - Day Action Plan Public Comment/Review Period</td>
</tr>
<tr>
<td>Tuesday, April 21, 2020</td>
<td><strong>Public Hearing 2 for Action Plan</strong>: Public Hearing to Review Project Recommendations as issued by the Finance Subcommittee</td>
</tr>
<tr>
<td>Tuesday, May 5, 2020</td>
<td><strong>Public Hearing 3 for Action Plan</strong>: Approve Annual Action Plan</td>
</tr>
<tr>
<td>Friday, May 15, 2020</td>
<td>Submittal of 2020/21 Action Plan to HUD</td>
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## FY 2020/21 CARES Act Amendment & Amended Citizen Participation Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Thursday, August 27, 2020</td>
<td>Commencement 2020-21 CARES Act Amendment and Amended Citizen’s Participation Plan public comment/review period</td>
</tr>
<tr>
<td>Tuesday, September 1, 2020</td>
<td>Close of 2020-21 CARES Act Amendment and Amended Citizen’s Participation Plan public comment/review period</td>
</tr>
<tr>
<td>Tuesday, September 1, 2020</td>
<td><strong>Public Hearing</strong>: Approve 2020-21 CARES Act Amendment and Amended Citizen’s Participation Plan</td>
</tr>
<tr>
<td>Thursday, September 3, 2020</td>
<td><strong>Submittal of 2020-21 CARES Act Amendment to HUD</strong></td>
</tr>
</tbody>
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