

CITY OF BURBANK

HOME-American Rescue Plan (HOME-ARP) Allocation Plan



**COMMUNITY
DEVELOPMENT**

150 N. Third Street
Burbank, CA 91510

DRAFT

TABLE OF CONTENTS

| | |
|--|----|
| INTRODUCTION | 3 |
| CONSULTATION..... | 3 |
| PUBLIC PARTICIPATION..... | 8 |
| NEEDS ASSESSMENT AND GAP ANALYSIS..... | 10 |
| HOME-ARP ACTIVITIES..... | 19 |
| HOME-ARP PRODUCTION HOUSING GOALS..... | 20 |
| PREFERENCES..... | 21 |
| APPENDICES | 22 |
| APPENDIX A: HOME-ARP NEEDS ASSESSMENT SURVEY | |
| APPENDIX B: STAKEHOLDER MEETING | |

(This document is subject to change pending HUD approval)

INTRODUCTION

The American Rescue Plan Act of 2021 (ARP) appropriated \$5 billion to communities across the U.S. to provide housing, services, and shelter to individuals experiencing homelessness and other vulnerable populations. These funds were allocated by formula to jurisdictions that qualified for funding through the HOME Investment Partnership Program (HOME Program) from the U.S. Department of Housing and Urban Development (HUD). Funding for this grant must be expended on eligible activities by 2030. This one-time funding is called the “HOME-ARP” program.

HOME-ARP funds can be expended on eligible activities:

- Provision of Supportive Services (such as housing counseling, homelessness prevention, etc.).
- Acquisition and Development of Non-Congregate Shelters: Purchase and Development of Non-Congregate Shelter.
- Tenant-Based Rental Assistance (TBRA).
- Production or Preservation of Affordable Housing (such as acquisition and rehabilitation).
- Administration and Planning for the HOME ARP Program*(15% maximum allocation).

* Note: a portion of administrative funds may be used for CHDO organization

HOME-ARP funds must be used primarily to benefit individuals or families from the following qualifying populations:

- Homeless populations
- Those at-risk of homelessness
- Those fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking.
- Other populations requiring services, housing assistance, or to prevent homelessness.

Those at greatest risk of housing instability or in unstable housing situations.

Through ARP, HUD allocated the City of Burbank \$1,896,632 in HOME-ARP funds. with award pending the completion of planning process. The process included required planning, community and stakeholder consultation, and a gap analysis. An Allocation Plan must be submitted to HUD by March 31, 2023. The City of Burbank HOME-ARP Allocation Plan describes how the City intends to distribute HOME-ARP funds to address the needs of the qualifying populations. In accordance with HOME-ARP regulatory requirements, The Plan will be submitted to HUD as a substantial amendment to the Fiscal Year 2021-22 Annual Action Plan for review and approval.

CONSULTATION

Summarize the consultation process:

HOME-ARP provides allowable options for use of the funds, City staff, together with our consultant Ramsay Group, completed a needs assessment and gap analysis and community consultation process to develop the Burbank Allocation Plan. The HOME-ARP grant's community outreach and engagement process provided multiple opportunities for subject matter experts within the community, stakeholders, and organizations, Burbank Housing Authority, housing developers, public and private health providers, elected officials, the Los Angeles County Continuum of Care, behavioral health, service agencies, and others to identify unmet needs and gaps in housing and service delivery systems, along with recommendations for funding.

City staff facilitated a comprehensive outreach process to obtain feedback, solicit best practices, and increase the awareness of HOME-ARP. Consultation methods included HOME-ARP city-wide surveys, two community meetings, two on-line surveys, a presentation to volunteers at the 2023 Greater Los Angeles Point-In-Time Count, interviews with lived-experience persons, a 15-day public comment period of the City of Burbank's HOME-ARP Allocation Plan (AP), and a public hearing.

List the organizations consulted, and summarize the feedback received from these entities:

Table 1 summarizes the organizations consulted in the development of the HOME-ARP Allocation Plan.

Table 1 – Stakeholder/Organizations Consulted and Summary of Feedback

| Organization Consulted | Type of Organization | Method of Consultation | Feedback |
|--|--|--------------------------------|---|
| Ascencia | Homeless Service Provider Provides services to veterans, families and individuals. | Stakeholder Meeting Roundtable | Ascencia sees the need to connect with individuals and seek the appropriate housing and services solution for them. |
| Burbank Temporary Aid Center | Emergency Service Provider | Stakeholder Meeting Roundtable | Burbank Temporary Aid Center sees the need for emergency solutions such as reunification. |
| Helping Hands Senior Foundation | Senior Homeless Provider/Assists seniors over the age of 65 and those under 65 on a case-by-case basis in Los Angeles, San Bernadino, San Diego, Ventura, Orange County and Riverside. | Stakeholder Meeting Roundtable | No comment |
| Hope The Mission (formerly Hope of the Valley) | Homeless Service Provider | Stakeholder Meeting Roundtable | Hope the Mission sees the need to create interim housing as a short-term goal and permanent supportive housing as a long-term goal. |
| Jacaranda Housing | Jacaranda Housing provides housing and services to young woman (18 – 24) that are aging out of the foster care system and at risk of or are homeless. | Stakeholder Meeting Roundtable | Jacaranda Housing provides housing for two years and wrap around support services including life skill classes. Sees a need for shelter and services. |
| People Assisting the Homeless (PATH) | Veterans Service Provider | Stakeholder Meeting Roundtable | People Assisting the Homeless sees the need to deliver services and housing to people that are mentally capable of staying housed. |

| Organization Consulted | Type of Organization | Method of Consultation | | Feedback |
|---|--|------------------------|------------|---|
| | | | | Housing is not a one size fits all. Housing solution types will depend on the needs and gaps in housing resources. |
| Burbank Domestic Violence Task Force | Volunteer Organization that provides services to Domestic Violence victims | Stakeholder Meeting | Roundtable | Burbank Domestic Violence Task Force sees a need for emergency housing for victims of domestic violence. |
| City of Burbank Housing Authority | Provides Emergency Housing Voucher, Family Unification, Veterans, Foster Youth, TBRA | Stakeholder Meeting | Roundtable | Burbank Housing Authority sees the need for supportive services and Community Services Center. |
| ONE Generation | Aging Service Provider Homelessness Prevention | Stakeholder Meeting | Roundtable | One Generation sees a need for prevention and rental assistance for at-risk households and wrap around case management. |
| Providence St. Joseph Medical Center | Health Provider | Stakeholder Meeting | Roundtable | Providence St. Joseph Medical Center Sees the need to build permanent supportive housing or wrap-around services. |
| Tarzana Treatment Center | Full-service behavioral healthcare service provider | Stakeholder Meeting | Roundtable | Tarzana Treatment Center sees the need for more supportive services and behavioral health through a Community Services Center. |
| California Senator Caroline Menjivar, District 20 | California Legislature | Stakeholder Meeting | Roundtable | Sees a need to create housing for all people experiencing homelessness. |
| NoHo Home Alliance | Supportive Service Provider | Stakeholder Meeting | Roundtable | No comment. |
| Bridging Community Resources. | Provider to developmentally disabled adults | Survey | | Bridging Community Resources sees the need to provide additional supportive services followed by housing. |
| Burbank Senior Board | Senior advocacy | Survey | | <p>Various members completed the surveys</p> <p>One member ranked emergency shelter as a priority</p> <p>Second member ranked services as a priority followed by housing and shelter.</p> <p>Third member ranked supportive services as a priority followed by housing.</p> |

| Organization Consulted | Type of Organization | Method of Consultation | Feedback |
|---|--|------------------------|---|
| | | | Fourth member ranked supportive services as a priority followed by housing. |
| Home Again Los Angeles | Supportive Service provider | Survey | Home Again Los Angeles sees the need for prevention followed by supportive services, housing and shelter. |
| Homeless | Lived Experience | Survey | Multiple surveys were collected and many chose the need for housing and services – see appendix |
| LA Family Housing | Continuum of Care, Service Planning Area 2 | Survey | Los Angeles Family Housing sees the need for funds to address more permanent housing followed supportive services. |
| LeSar Development Consultants/SFVCOG | San Fernando Valley Council of Governments, Homelessness | Survey | Supports the need for funds to address more housing and shelter. |
| The Village Family Services | Continuum of Care, Transitional Aged Youth | Survey | Village Family Services see housing and shelter as a priority. |
| Westminster Presbyterian Church | Faith Based Group | Survey | Westminster Presbyterian Church sees housing as a priority followed by supportive services. |
| Los Angeles Homeless Services Authority | Continuum of Care | Meeting | Los Angeles Homeless Services Authority provided a memorandum to local jurisdictions that received HOME ARP funding supporting housing. |
| California Housing Rights Center | Fair Housing | Survey | No Comment |

SURVEYS

In Burbank, we continue to learn, embrace, and implement best practices to address homelessness. Therefore, during the HOME-ARP consultation process, the City collaborated with our partners and stakeholders to obtain local and regional feedback. As a result, we received 12 surveys from stakeholders and approximately 40 surveys from our community. In addition, we conducted 20 in-person surveys with people experiencing homelessness (lived-experience). All were single male adults ranging in age from 25 - 68 years of age. A consistent number chose housing (rental and shelter) as a high level of need. Other high levels included supportive services such as food, legal aid, job training, etc.).

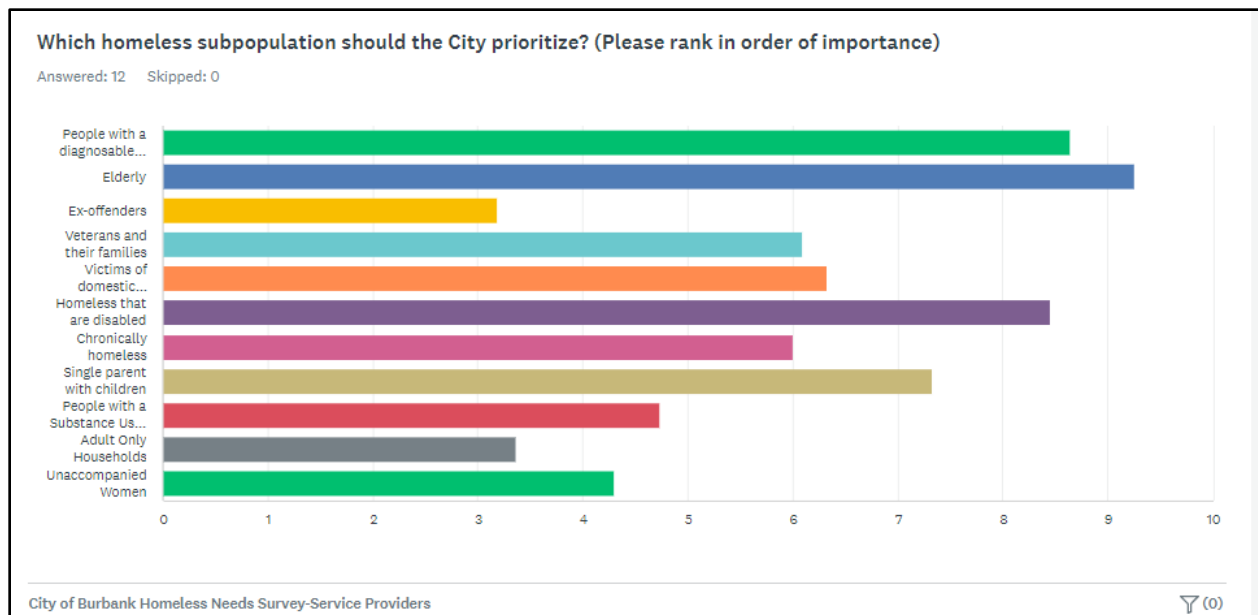


Figure 1

People with a diagnosable illness, the elderly, and homeless that are disabled were the top three qualified population groups identified by stakeholders in need of additional services (Figure 1).

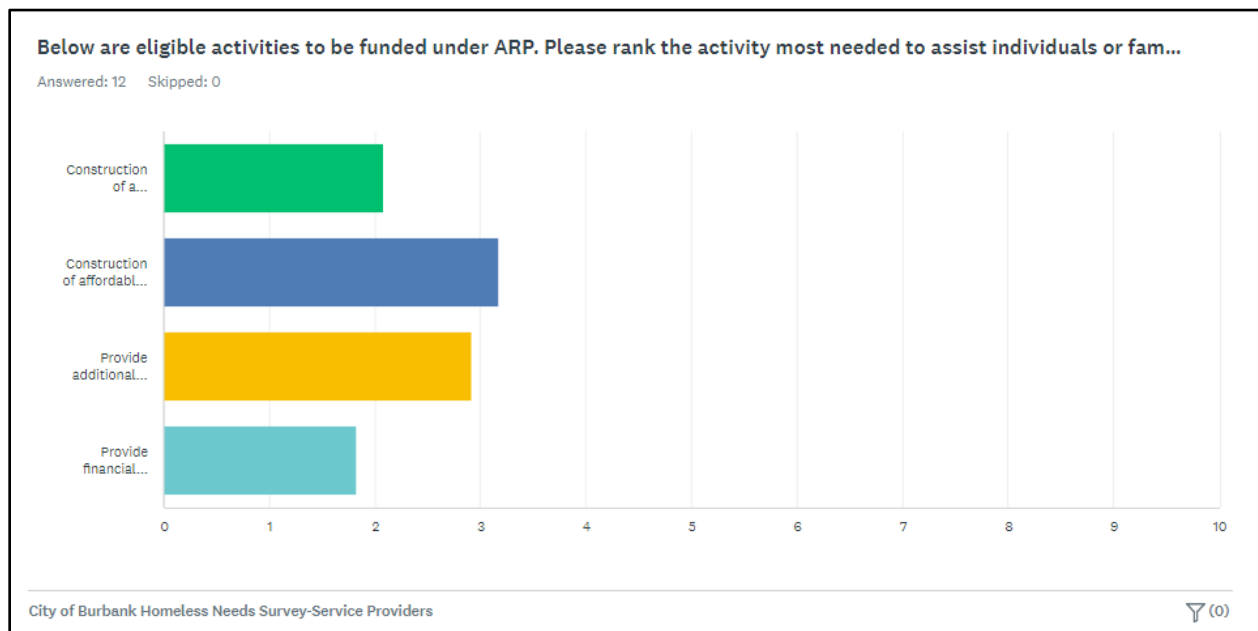


Figure 2

Construction of Permanent Housing, non-congregate shelter, and supportive services were the highest priorities (Figure 2).

Overall, during the meetings and throughout the surveys, the expressed need was for more housing (permanent and non-congregate shelter).

PUBLIC PARTICIPATION

Describe the public participation process, including information about and the dates of the public comment period and public hearing(s) held during the development of the Plan:

The Citizen Participation process helped inform the development of the HOME-ARP Allocation Plan. The City of Burbank held two virtual community HOME-ARP Roundtable meetings on January 31, 2023 at 10:30 a.m. and February 2, 2023 at 6:00 p.m. Approximately 70 agencies, nonprofits, faith-based, lived experience, fair housing/housing practitioners, service providers, and others were directly invited to the events.

The City of Burbank published a public notice soliciting public comment to the draft HOME-ARP Allocation Plan on February 18, 2023 in the Los Angeles Times.

The public comment period was: February 18, 2023 through March 4, 2023.

In addition, a notice of a public hearing for consideration of the HOME-ARP Allocation Plan was published on February 18, 2023. The public hearing date, location, available funds, and opportunity to submit comments was written into the notice.

The public hearing date was: March 28, 2023

All interested parties also received an e-mail notification of the City's request for public comment of the draft HOME-ARP through the City's e-Notify system.

Describe any efforts to broaden public participation:

In an effort to broaden public participation in the HOME-ARP Allocation Plan public comment and public hearing events, the City of Burbank followed its Citizen Participation process. However, other efforts also included making the plan available at the following locations Monday – Friday (except legal holidays) from 8:00 a.m. to 5:00 p.m.

City Hall

City Clerk's Office
275 E. Olive Avenue
Burbank, CA 91510

Community Services Building

150 N. Third Street, Burbank CA 91502

The HOME-ARP Allocation Plan was also available for citizen review on the City's website at: <https://www.burbankca.gov/web/community-development/housing/cdbg>

In addition, prior to publication of the HOME-ARP Allocation Plan, several activities occurred to engage the community and stakeholders.

- Surveys – Two surveys were created to capture feedback and input from organizations and the general public who have knowledge regarding the qualified populations, and to collect data on the Homeless and Housing Needs Inventory and Gaps Analysis.
- Stakeholder/Organization Community Meeting – 34 participants representing 17 organizations participated in the Stakeholder meeting held virtually via Zoom on January 31, 2023. There was a second community meeting held on February 2, 2023.

Summarize the comments and recommendations received through the public participation process:

During the HOME-ARP Roundtable meetings, the community expressed housing to be a priority for people experiencing homelessness in the City of Burbank. The comments are described in the consultation table of the report.

Summarize any comments or recommendations not accepted and state the reasons why:

All comments were accepted.

NEEDS ASSESSMENT AND GAP ANALYSIS

The needs assessment and gap analysis sections of this plan used multiple data sources. These include but are not limited to the 2022 Point-in-Time Count (PIT) for homeless individuals, the local 2020 Continuum of Care (CoC), Housing Inventory Count (HIC), and City of Burbank Health's 2021 Relationship Survey Brief Report, among other sources. This is in addition to consultation from CoC's, Homeless and Domestic Violence Service Providers, Veterans Groups, Housing Authorities, Homeless Service Providers, and organizations that address equity, fair housing, and the needs of persons with disabilities and other special populations.

The following information includes an analysis of the HOME-ARP qualified populations based on the available resources and data.

Describe the size and demographic composition of qualifying populations within the PJ's boundaries:

City of Burbank and Service Planning Area2 (SPA) Homeless Statistics

The 2022 Homeless PIT count found 264 homeless individuals in Burbank. Of the total homeless persons in Burbank 77 were sheltered homeless and 187 were unsheltered. Unsheltered homeless are those who were found to live in locations not meant for human habitation. Approximately 60% of the unsheltered homeless (112) were in vehicles, 29% (54) were on the street, 10% were in makeshift shelters and one percent were in tents. Of the total sheltered homeless counted 86% (66) were in transitional housing and the remainder (11) were in emergency shelters.

The City of Burbank is one of 85 cities that are part of the Greater Los Angeles Continuum of Care. The Los Angeles Continuum of Care is divided into eight Service Planning Areas (SPAs). Burbank is part of Service Planning Area 2. The 2022 Homeless Count found that 9,604 were homeless. Of the total, 83% (7,943) were individuals experiencing homelessness. Approximately 474 were families with at least one child experiencing homelessness.

The homeless in SPA2 is predominately Latino, representing 43% of the population. The count identified 3,270 (34%) Non-Hispanic White persons, and 678 (17%) Black persons. The remaining six percent were Asian, Native American, or multiple or other races. Approximately 64% of the homeless in SPA2 are adults aged 30-59. Children under 18 make up 10% of the homeless population in SPA2. The majority of the homeless persons identified in the 2022 Homeless PIT Count are unsheltered homeless.

Los Angeles County Homeless

According to the 2022 Point in Time Count, there were 65,111 homeless persons in Los Angeles County. Of the total counted, approximately 70% (48,548 persons) were unsheltered and 30% (20,596 persons) were sheltered. Of the total counted, Non-Latino White persons made up 21%. Approximately 30% (19,522) were Black, nearly 3% are listed in the Multiple Races or Other category, and less than one percent (598) were Asian. Latinos made up 44% (28,945) of the 65,111 total homeless

persons. Additionally, there were 10,593 chronically homeless persons, 809 veterans, 839 transitional age youth (18-24 years old), and 1,982 seniors counted.

For the purposes of this analysis, we have provided a summary of Point-in-Time (PIT) Homeless Counts for both the County of Los Angeles and the City of Burbank. It is important to contextualize the homeless conditions in the City of Burbank through the lens of the homelessness situation countywide.

It should be noted that although PIT counts are widely used to estimate the homeless population of a given area, the data represents a one-day count of the homeless and can be affected by several factors including weather, resources, and methodologies; therefore, numbers may be understated and can also significantly vary year to year.

At-risk of Homelessness

At-risk of Homelessness, as defined by HUD (24 CFR 91.5), means households at risk of homelessness but not considered homeless yet. To be eligible, they must meet a set of criteria that include:

1. Having an annual income below 30 percent area median family income, as determined by HUD
2. Not having sufficient financial resources or support networks (e.g., family, friends, faith-based, or other social networks) that are immediately available to prevent them from moving to an emergency shelter or another place defined in the “homeless” definition, such as an unsheltered location
3. Meeting one of the following conditions:
 - a. They have moved because of economic reasons two or more times during the preceding 60 days;
 - b. They have lived in the home of another because of economic hardship;
 - c. They have been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days;
 - d. They live in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by federal, state, or local government programs;
 - e. They live in a single-room occupancy or efficiency apartment unit in which there reside more than two persons, or they live in a larger housing unit in which there are more than 1.5 people per room;
 - f. They are exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facilities, or correction program or institution); or
 - g. They live in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved Consolidated Plan

According to the 2015-2019 CHAS Data, there were 41,505 households in Burbank. Of the total households, approximately 44% were classified as low-income households, meaning their total household income was less than 80% of AMI for the Burbank Area. Households with lower incomes have an increased risk of homelessness, especially households with incomes at or below 30% of the Area Median income. Extremely low-income (ELI) households (<30% AMI) comprise sixteen (16) percent of Burbank’s households that have significant housing needs. According to the CHAS Data compiled by HUD, 82 percent of the City’s ELI households are renters, a group particularly vulnerable to rising rents. Eighty-one (81) percent of ELI renters spend more than half their income on rent. Severely cost- burdened households

often must choose between paying for housing expenses or other necessities such as food, transportation, medication, and other needs.

Living in overcrowded conditions was identified as a significant housing problem in Burbank. Of the total renter-occupied households in the City, approximately 7.4 percent were living in overcrowded conditions (more than 1 persons per room), while only 2.4 percent of total owner-occupied households were living under these conditions. Countywide overcrowding was more than both the percentage of Burbank, with 16.5 percent for renters and 5.6 percent for owners.

Other Populations at Greater Risk of Housing Instability

Persons with Disabilities - A disability is defined as a long-lasting physical, mental, or emotional condition that impairs an individual's mobility, ability to work, or the ability for self-care. The special housing needs of disabled persons result from limited, often fixed incomes; shortage of accessible housing; and higher health care costs associated with the disability.

According to the ACS 2018 data, an estimated 11,216 persons (10.8%) of Burbank's population have some type of disability, and of the total disabled population, 21.1 percent were employed, and 55.1 percent were seniors. Many of the seniors were served by the City's nearly 1,225 units of affordable senior rental housing.

In addition to persons with other disabilities, 2019 DDS data reveals there are over 2,500 Burbank residents with developmental disabilities, with approximately two-thirds under the age of 18. The available data reveals that over 80 percent of persons with developmental disabilities reside with parents, families, or guardians.

Elderly - Elderly renter households had the highest percentage (82%) in the lower-income category and therefore, were particularly vulnerable to rent increases and other changes in living expenses. With the majority (53%) of large family renter households also in the lower-income category, this household group often has difficulty finding affordable units that have an adequate number of bedrooms. Extremely low-income (ELI) households (<30% AMI) comprise sixteen percent of Burbank's households that have significant housing needs. According to the CHAS Data compiled by HUD, 82 percent of the City's ELI households are renters, a group particularly vulnerable to rising rents, with 81 percent of ELI renters spending more than half their incomes on rent. Elderly renter households face a housing cost burden. Over two-thirds (67%) of elderly households were overpaying and 40 percent were severely overpaying for housing.

Female-Headed Households - Female-headed households with children tend to have lower incomes, which limits their housing options and access to supportive services. The Census ACS 2014-2018 data estimates 4,246 female-headed households in Burbank and 40.4 percent of these households had a related child under the age of 18. Also, almost two-thirds of female-headed households lived below the poverty level. According to the last Census (2010), data indicated that nearly one-fifth of the total female-headed households with children lived in poverty. They are also more likely to experience a heavier cost burden. Approximately 95% of renter households paying more than 30 percent of their income on housing had an income ranging from \$20,000-\$34,999 (Burbank Housing Element).

Veterans and Families that include a Veteran Family Member

As defined by HUD, Veterans, and Families that include a Veteran Family Member that meets the criteria for one of the qualifying populations described are eligible to receive HOME-ARP assistance.

Veterans and Families with Veterans - According to the 2022 Homeless Count, there were 3,456 homeless veterans counted. Of the total, 97% were individuals experiencing homelessness. Thirty-eight veteran families were also counted. When examining race and ethnicity, the data revealed 38% were on-Latino White, 32% Black, 23% Latino, 3% Mixed race or other, Asians, and Native Americans each made up 1 percent of the total homeless veterans. Approximately 1,571 experienced chronic homelessness. Of the total counted, 1,395 were unsheltered.

Describe the unmet housing and service needs of the qualifying populations, including but not limited to:

- **Sheltered and unsheltered homeless populations;**
- **Those currently housed populations at-risk of homelessness;**
- **Those requiring services or housing assistance to prevent homelessness, or to serve those at greatest risk of housing instability or in unstable housing situations;**
- **Individuals and families fleeing or attempting to flee domestic violence; and**
- **Veterans and their families who fit the previous criteria.**

Sheltered and Unsheltered Homeless Populations

The Greater Los Angeles Continuum of Care Housing Inventory indicates there are units to assist homeless persons in Greater Los Angeles County. The units or beds available are inadequate to meet the homelessness needs of the 65,000 counted throughout Los Angeles County. In addition, there are no adult shelters or interim units within the city limits of Burbank. According to the Burbank 2022 Homelessness plan, the City of Burbank needs units to serve the homeless.

At-Risk of Homelessness

The Burbank Housing Element revealed, there are 5,945 very low and extremely low-income households in Burbank paying 50% or more of their income on housing costs. There are 7,117 paying more than 30% of their income on housing expenses. The City's Regional Housing Needs study found the City of Burbank needs to build and provide its share of 8,772 affordable housing units by 2029. Of the total, 3,971 are needed to build affordable housing for Burbank's lower income households.

Also, almost two-thirds of female-headed households lived below the poverty level. 2010 Census data revealed nearly one-fifth of the total female-headed households with children lived in poverty. These households need assistance with housing subsidies, as well as accessible and affordable day care. Without access to affordable housing, many of these households may be at risk of becoming homeless.

The CHAS (Comprehensive Housing Affordability Strategy) data outlines the mismatch between the need for larger rental units and the City's supply of smaller units. There are approximately 2,500 rental units in Burbank with three or more bedrooms which are generally appropriately sized units for large households of five or more members. In contrast, there are approximately 3,600 large households in the city. The disparity in the supply and demand for large rental units is especially significant among lower-income households, with 940 lower-income large family renter households and only 590 adequately sized and affordable units. This imbalance between supply and demand contributes to nearly one-fifth of the City's rental households residing in overcrowded conditions.

Persons Fleeing DV, Stalking Human Trafficking, and Veterans

The Burbank Housing Corporation (BHC), in partnership with service providers including Family Services Agency (FSA) and Home Again Los Angeles, owns and operates five transitional/supportive housing facilities within Burbank. Puerta Nueva provides five transitional housing units for women and children who survive domestic violence and abuse. The limited number of transitional units in Burbank available for persons fleeing domestic violence is not enough to keep pace with the 472 persons who are homeless due to domestic violence. It also does not keep pace with the 155 human trafficking victims in the State of California. BHC also provides 11 units for veterans in Burbank. The 2022 Homeless Count for LA County shows that there are 809 homeless veterans in Los Angeles County. Despite housing services and other benefits available through HUD and Veterans Affairs, many qualifying Veterans (e.g., those honorably discharged) do not pursue these opportunities for various reasons. Many of the reasons for homelessness stem from long-term health issues, as well as an overall lack of affordable housing (particularly for those Veterans with families) and other barriers such as poor credit and criminal background.

Those requiring services or assistance to prevent homelessness or housing instability.

Providing enough affordable housing units is the most important factor in promoting housing stability. The City of Burbank lacks enough affordable housing for lower-income individuals and families. Nearly every group with special housing needs has limited financial resources for housing. The Burbank Housing element data reveals the City needs to construct 8,772 affordable housing units by 2029 in accordance with its Regional Housing Goals. The units needed are only expected to increase within the next 10 years.

Identify and consider the current resources available to assist Qualifying Populations, including congregate and non-congregate shelter units, supportive services, TBRA, and affordable and permanent supportive rental housing:

The City of Burbank has valuable partnerships to support qualifying populations. Several are recipients of local federal grants, Continuum of Care subrecipient grants, philanthropic grants, and their own fundraising and revenue. These partnerships include:

Street Outreach: A component of the City's efforts to reach out to homeless persons involves a year-round Burbank Street Outreach Program. During the period of inclement weather, this program connects the homeless to the Regional Winter Shelter Program in Los Angeles County/City and other affordable housing programs. The Program also promotes the City's participation in the Los Angeles Continuum of Care Coordinated Entry System and pairing the homeless to mental health/supportive services, permanent supportive housing, case management, and emergency assistance, as appropriate.

Burbank Mental Health Evaluation Team: In 2012, the Burbank Police Department (BPD) aligned with the Los Angeles County Department of Mental Health and created a co-response police/mental health clinician model (Burbank Mental Health Evaluation Team, or BMHET) to address the growing needs of those suffering from mental illness and homelessness. BMHET is comprised of BPD officers and a licensed Department of Mental Health clinician, and is used to respond to calls for service where subjects appear to have mental health disorders. Once on scene, BMHET determines if further mental health treatment is required, utilizing the various resources available through the LA County Department of Mental Health. By providing sustained mental health care for homeless in need, the City hopes to reduce the number of individuals facing chronic homelessness. The City has integrated the new BMHET into its Consolidated Plan Homeless Strategy.

Continuum of Care: Burbank is a part of the Los Angeles Homeless Services Authority (LAHSA), the lead agency in the Los Angeles City/County Continuum of Care (LA CoC). In recent years, Burbank expanded

its' relationship with LAHSA to support regional efforts of ending homelessness for individuals, families, and veterans. Since 2017, the City has continued to receive Continuum of Care funds to administer permanent supportive housing for chronically homeless adults.

Shelters: Burbank addresses the emergency needs of the homeless and other persons needing emergency shelter by actively participating in programs administered by public and quasi-public agencies. While no permanent year-round low-barrier shelter exists within Burbank, from December 1 up until March 31, various winter shelter beds in Los Angeles County/City are available to Burbank homeless. The winter shelter within a 10-mile proximity to Burbank is the Pacoima Winter Shelter, a 170-bed program operated by Hope of the Valley. The shelter is located at 11066 Norris Ave, Pacoima. The City of Burbank provides transportation assistance to the shelter. The City supports the motel voucher assistance program administered by various homeless service agencies.

In addition, Home Again Los Angeles (HALA), formerly Family Promise of the Verdugos, a non-profit organization, serves various segments of the homeless population by providing emergency shelter and supportive services. HALA performs a highly effective, sustainable and expandable service delivery drawing on resources of the faith community, churches, synagogues, mosques, and temples. The three main components of the program are outreach and screening, transitional housing, rapid rehousing, and extensive counseling and case management.

Transitional and Permanent Supportive Housing Programs: Since 1997, the City has partnered with Burbank Housing Corporation, a certified Community Housing Development Organization, to develop affordable housing by acquiring and rehabilitating deteriorated properties in the City's five Focus Neighborhoods (Elmwood, Verdugo-Lake, Peyton-Grismer, Golden State and Lake-Alameda). This partnership has created an avenue for the City to commit and expend HOME fund allocations. Since the program's inception, 316 affordable rental units have been created through this partnership. These efforts include units for the City's Transitional Housing Program that supports victims of domestic violence, homeless families, and young adults/emancipated youth.

The Burbank Housing Corporation owns and operates 29 transitional and permanent supportive housing units which consist of seven units for homeless families in the Golden State Focus Neighborhood (2406 Naomi Street and 2615 Thornton Avenue); three units for young adults/emancipated youth in the Lake-Alameda Focus Neighborhood (225 Linden Avenue), five transitional units for victims of domestic violence, 11 permanent housing units for veterans (1101 W. Verdugo Ave), and three units of transitional housing for homeless families exiting emergency shelter (1932 Ontario Street).

The Family Service Agency, in partnership with the Burbank Housing Corporation, operates a comprehensive domestic violence intervention/prevention program by providing clients transitional housing. The program is targeted towards women with children serves all members of the family with core services from individual mental health care, parent support groups, family counseling, and therapy for youth and adult survivors, just to name a few. Family Service Agency has been serving the Burbank community as of 1991.

The Burbank Housing Authority submitted a grant renewal to the U.S. Department of Housing and Urban Development for federal Permanent Supportive Housing Vouchers and to the U.S. Department of Veteran Affairs for the renewal of 30 vouchers (20 PSH and 10 Veteran Affairs Supportive Housing). The Housing Authority was notified of the grant renewal for FY 2022-2023.

Homeless Prevention: For FY 2022-23, the City of Burbank will propose to contract for fair housing services that will consist of a range of services to ensure equal housing opportunities for its residents and

homeless prevention, as applicable. Further, the City's Landlord-Tenant Commission serves to minimize evictions and unjust rent increases by mediating disputes between tenants and landlords (a contributing factor to homelessness).

Case Management Program: Homeless individuals or families and those at-risk of homelessness have the opportunity to voluntarily participate in Case Management provided by various service providers serving the City of Burbank. Those agencies include Streetplus, HALA, Burbank Temporary Aid Center, A wrap-around mobile case manager with North Hollywood Home Alliance, and many more.

Since 1991, Family Service Agency of Burbank has been providing comprehensive domestic violence intervention/prevention programs serving all members of the family. Services are provided by uniquely skills intervention teams that include: clinical staff; peer advocates; resource specialists; legal advocates; parent/financial educators; and supervisors who are committed to the care of clients 24 hours a day/7 days a week.

United Way of Greater Los Angeles: Since March 2012, the City has supported the United Way of Greater Los Angeles' Home For Good Initiative dedicated to ending chronic and veteran homelessness in greater Los Angeles. The United Way will assist communities with leveraging public resources, providing technical assistance, and providing solutions to end homelessness.

Other Programs and Activities: Homelessness is never solved by one entity; therefore, City departments continue to work together with local nonprofits, the business community, and faith-based/charitable organizations to deliver services and find solutions to homelessness. Historically, the City has demonstrated its support in delivering services to the most vulnerable individuals and families. In partnership with a number of experienced service organizations, the City has been able to create housing and public services with the use of federal funds from Community Development Block Grant (CDBG) and HOME Investment Partnership Programs.

It is important that the City play a critical role in helping service providers plan programs and services in addition to providing financial resources. Again, solving homelessness will take a multitude of fully engaged organizers. The following are a few examples of measured investments that have created a positive return for Burbank. However, much more is needed in order to address the increasing number of homeless in Burbank and their service needs.

- Capacity
- Advocacy
- Access, Outreach & Engagement
- Shelter & Housing Accessibility
- Health & Stabilization
- Homelessness Prevention

While the City of Burbank and its partners have made significant strides in addressing the needs of the homeless, a gap remains in addressing public health and safety and the systemic cause of homelessness. By working together with local, County, and City of Los Angeles partners, the City can continue to address several of the challenges facing people experiencing homelessness.

The Homeless Plan will be a proactive approach on homelessness by 1) creating action-oriented solutions that address the ongoing systemic social issues of homelessness impacting our community; 2) A coordination of efforts to address homelessness with City Departments, public and private entities,

businesses, and community involvement; and 3) a description of funding, barriers, and measurable outcomes.

Identify any gaps within the current shelter and housing inventory as well as the service delivery system:

According to the 2022 Greater Los Angeles Continuum of Care Housing Inventory Count there are 18,462 emergency shelter beds and 30,781 housing beds to assist homeless persons in Greater Los Angeles County. The beds available are inadequate to meet the homelessness needs of over 66,000 counted throughout Los Angeles County. A significant gap exists between interim and permanent housing options for homeless individuals and families. In addition, there are no adult shelters or interim units within the city limits of Burbank.

The 2022 Homeless Count also revealed that there are more than 20,000 people residing in shelters on any given day within Los Angeles County, an increase of 12% over the 2020 Homeless Count. These results may be attributed to the addition of new non-congregate shelters like Project RoomKey, Bridge Housing, and Tiny Home Projects, which ramped up during the COVID-19 pandemic. The County's Project RoomKey Program created temporary housing, mostly by renting out unused hotel rooms for the more than 10,000 people served. More recently, RoomKey has been converted to HomeKey.

Despite these efforts, the 2022 Homeless Count showed an increase of 17% in tents, vehicles, and makeshift shelters in Los Angeles County.

Without our own shelter in Burbank, we remain reliant upon the County's services to help our unhoused neighbors with temporary housing, mental health & chronic health services, substance use counseling/treatment, and Permanent Supportive Housing (a combination of affordable housing assistance with voluntary case management). The body charged with developing policies for most of the services mentioned above is the Coordinated Entry System Policy Council for the Greater Los Angeles County. The Los Angeles Homeless Services Authority (LAHSA) is the governing body who oversees the network of service coordination for roughly 88 cities in Los Angeles County, excluding Glendale, Pasadena, and Long Beach. The Coordinated Entry System is also the pathway to match people experiencing homelessness to Permanent Supportive Housing, congregate living facilities, Project RoomKey, and Emergency Housing Vouchers.

Identify the characteristics of housing associated with instability and an increased risk of homelessness if the PJ will include such conditions in its definition of "other populations" as established in the HOME-ARP Notice:

Housing instability and at-risk of homelessness are associated with households earning 30% or below the of median family income for the area, as determined by HUD. The opportunity to assist households that confront these economic challenges with HOME-ARP would align with the qualifying population target groups.

These individuals may have already experienced homelessness and have exhausted their resources, have experienced trauma from becoming homeless or live with undiagnosed behavioral health challenges. These challenges can cause cyclical homelessness. Securing a job, which seems to be an ideal solution for those financially burdened by housing costs, can be difficult for those disabled or who have behavioral health problems. They may not have the ability to work and therefore earn an income.

There is an increased risk of housing instability felt among unqualified population groups. The U.S. Department of Housing and Urban Development (HUD) defines the “qualifying population” as individuals or families who are either *homeless, at risk of homelessness, fleeing or attempting to flee domestic violence or veterans*. Unfortunately, some individuals or families may not receive access to certain housing and supportive services due to their situation or history.

Identify priority needs for qualifying populations:

Based on the community consultations alone, there is a high interest in creating housing (permanent housing or non-congregate shelter) for people experiencing homelessness with HOME-ARP. The City’s lack of interim housing in Burbank makes us reliant on other jurisdictions. Finally, housing is prevalent across the region in order to address homelessness. The 2022 Greater Los Angeles Homeless Count, showed a 4.1% increase (69,144) from the 2020 total of 66,436 individuals experiencing homelessness. Of those, 70% (48,548) were unsheltered, meaning sleeping in cars, outdoors, or other places not suitable for human habitation. There was also a 10.2% increase in chronic homelessness compared to 2020 (26,985).

Explain how the level of need and gaps in its shelter and housing inventory and service delivery systems based on the data presented in the plan were determined:

To determine the need and gaps for shelter and housing for Burbank, time was spent analyzing several key housing documents, such as the 2021-2029 Housing Element, 2020-2025 Consolidated Plan, 2022-2027 Homelessness Plan, and regional homeless data and the housing inventory. All documents included the importance of creating housing to address those who are unhoused or at-risk of homelessness. Second, the community consultation with housing and service providers concluded that housing and shelter were a high priority. Furthermore, for the last four years, Burbank has worked to reduce the number of people experiencing homelessness (PEH) living within the city boundaries. Together with our partners, we have changed the lives of many of our unhoused neighbors. According to the 2022 Greater Los Angeles Homeless Count, there are 264 people experiencing homelessness who reside in Burbank, a 9.28% decrease from the 2020 total of 291. At the same time, Los Angeles County’s Homeless Count numbers increased overall from approximately 66,000 (2020) to 69,000 (2022), a 4.1% increase. A main cause of the 9.28% decrease is holistic and person-centered assistance to 140 PEH through several programs including interim housing, housing vouchers, rapid rehousing, behavioral and mental health assistance, family reunification, and many others.

HOME-ARP ACTIVITIES

Describe the method for soliciting applications for funding and/or selecting developers, service providers, sub-recipients, and/or contractors and whether the PJ will administer eligible activities directly:

The City of Burbank will solicit applications in three areas for the development on non-congregate shelter. Those areas include: pre-planning/environmental review/design/feasibility studies, service operator, and construction of the site. All solicitation will be managed using a Request for Funding Proposal for competitive bidding. The City will comply with all federal regulations for use of funds, which include Davis-Bacon, Section 3, Affirmative Employment, Fair Housing, etc. All actions will occur upon the City Council approving a non-congregate shelter, which will occur at a later date.

If any portion of the PJ's HOME-ARP administrative funds were provided to a sub-recipient or contractor prior to HUD's acceptance of the HOME-ARP allocation plan because the sub-recipient or contractor is responsible for the administration of the PJ's entire HOME-ARP grant, identify the sub-recipient or contractor and describe its role and responsibilities in administering all of the PJ's HOME-ARP program:

Not applicable.

Use of HOME-ARP Funding

PJ must indicate the amount of HOME-ARP funding that is planned for each eligible HOME-ARP activity type and demonstrate that any planned funding for nonprofit organizations, operating assistance, nonprofit capacity building, and administrative costs are within HOME-ARP limits.

HOME-ARP Budget

| Activity Type | Funding Amount | Percent of the Grant | Statutory Limit |
|--|------------------|----------------------|-----------------|
| Supportive Services | | | |
| Acquisition and Development of Non-Congregate Shelters | \$1,801,801 | | |
| Expansion of Affordable Rental Housing (PSH) | | | |
| Nonprofit Operating | | 5% | 5% |
| Nonprofit Capacity Building | | | 5% |
| Administration and Planning | 94,831 | 15% | 15% |
| Total HOME ARP Allocation | 1,896,632 | | |

Describe how the PJ will distribute HOME-ARP funds in accordance with its priority needs identified in its needs assessment and gap analysis:

The City of Burbank expects to use the HOME-ARP funds for adaptive re-use of a City-owned property or develop a parcel of land (a feasibility study of the sites is underway). HOME-ARP is funding the pre-development of the sites. City Council will consider a site for use of non-congregate shelter. The costs of construction will be partially funded by HOME-ARP funds. The site will be used to provide interim housing to qualifying populations. The target population will be identified as part of the project consideration by City Council.

Describe how the characteristics of the shelter and housing inventory, service delivery system, and the needs identified in the gap analysis provided a rationale for the plan to fund eligible activities:

HOME-ARP qualifying populations require a wide range of services and support to remain housed. The highest priority needs which were consistently identified through consultations and reinforced with the data describing the lack of units available to the extremely low-income population along with the lack of available shelter beds were increasing the supply of affordable rental housing units. The City of Burbank needs affordable housing as well as other housing options to address homelessness.

HOME-ARP Production Housing Goals

Estimate the number of affordable rental housing units for qualifying populations that the PJ will produce or support with its HOME-ARP allocation:

Not applicable.

Describe the specific affordable rental housing production goal that the PJ hopes to achieve and describe how it will address the PJ's priority needs:

Not applicable.

PREFERENCES

Identify whether the PJ intends to give preference to one or more qualifying populations or a subpopulation within one or more qualifying populations for any eligible activity or project:

- Preferences cannot violate any applicable fair housing, civil rights, and nondiscrimination requirements, including but not limited to those requirements listed in 24 CFR 5.105(a)
- PJs are not required to describe specific projects to which the preferences will apply.

The City of Burbank will not apply its own preferences among subpopulations within the qualifying populations for any of the eligible housing units.

If a preference was identified, explain how the use of a preference or method of prioritization will address the unmet need or gap in benefits and services received by individuals and families in the qualifying population or category of qualifying population, consistent with the PJ's needs assessment and gap analysis:

Not applicable.

If a preference was identified, describe how the PJ will use HOME-ARP funds to address the unmet needs or gaps in benefits and services of the other qualifying populations that are not included in the preference:

Not applicable.

HOME-ARP Refinancing Guidelines

If the PJ intends to use HOME-ARP funds to refinance existing debt secured by multifamily rental housing that is being rehabilitated with HOME-ARP funds, the PJ must state its HOME-ARP refinancing guidelines in accordance with 24 CFR 92.206(b). The guidelines must describe the conditions under which the PJ will refinance existing debt for a HOME-ARP rental project, including:

Not applicable.

APPENDICES

APPENDIX A: HOME-ARP NEEDS ASSESSMENT SURVEYS

Housing Needs Survey Public (Burbank)

The City of Burbank expects to receive funds appropriated from the American Rescue Plan (ARP) Act of 2021 to assist homeless individuals or households at-risk of homelessness. The City of Burbank is interested in receiving your feedback on how these funds should be allocated. Your participation in this survey is greatly appreciated. Thank you.

1. Please provide your name.

2. Please provide your email for future correspondence on the survey results.

3. If applicable, how long have you resided in Burbank?

☐ One year or less

☐ 2-3 years

☐ 4 years or more

* 4. Based on the following, please rank from 1 to 4, 1 being the most important, the activity that is most needed.

| | |
|--------------------------|---|
| <input type="checkbox"/> | Construction of a non-congregate homeless shelter |
| <input type="checkbox"/> | Construction of permanent supportive housing for the homeless |
| <input type="checkbox"/> | Provide additional supportive services (i.e., mental health services, employment, outreach, substance use services) |
| <input type="checkbox"/> | Provide rental assistance to people experiencing homelessness |

Pg 1- Public Housing Needs Survey

5. Which homeless subpopulation should the City prioritize (Please rank in order of importance to you)?

- People with diagnosable mental illness
- Elderly
- Ex-offenders
- Veterans and their families
- Victims of domestic violence
- Homeless that are disabled
- Chronically homeless
- Single parent with children (minors or adults)
- People with substance use disorder
- Adult only household
- Unaccompanied youth
- Other

Pg 2 - Public Housing Needs Survey

City of Burbank Homeless Needs Survey-Service Providers

The City of Burbank expects to receive funds appropriated from the American Rescue Plan (ARP) Act of 2021 from the US Department of Housing & Urban Development (HUD) to assist homeless individuals or households at risk of homelessness and other vulnerable populations. The City is interested in receiving your feedback on how these funds should be allocated. We are also interested in understanding your organization's experience with homelessness or housing instability due to affordability, domestic violence, or other factors, if applicable. Your participation in this survey will assist the City of Burbank in making critical investment decisions that can strengthen efforts to prevent and end homelessness for years to come. Thank you.

This survey closes in two weeks.

1. Please provide your name and title.

2. Please provide the name of your agency.

3. Below are eligible activities to be funded under ARP. Please rank the activity most needed to assist individuals or families who are homeless or at risk of homelessness within the City from 1 to 4, with 1 being the most important.

- ☐ Construction of a non-congregate homeless shelter
- ☐ Construction of affordable housing
- ☐ Provide additional support services (ie. mental health services, employment assistance, substance abuse services etc.)
- ☐ Provide financial assistance to individuals to help them afford rental units

Pg 1- Service Provider's Survey

4. Which homeless subpopulation should the City prioritize? (Please rank in order of importance)

- ☐ People with a diagnosable mental illness
- ☐ Elderly
- ☐ Ex-offenders
- ☐ Veterans and their families
- ☐ Victims of domestic violence
- ☐ Homeless that are disabled
- ☐ Chronically homeless
- ☐ Single parent with children
- ☐ People with a Substance Use Disorder
- ☐ Adult Only Households
- ☐ Unaccompanied Women

5. Does your organization participate in the Service Planning Area coordination? (check all that apply)

- ☐ Continuum of Care Meetings
- ☐ SPA 2 Regional Meetings
- ☐ CES or HMIS
- ☐ Homeless Prevention (LAHSA approved only)
- ☐ Other (please specify)

- ☐ None of the above

6. What is your Agency type?

- ☐ TBRA Operator
- ☐ Supportive Service Provider
- ☐ Public Housing Agency
- ☐ Emergency Shelter
- ☐ Fair Housing
- ☐ Civil Rights
- ☐ Non-Congregate Shelter
- ☐ Other (please specify)

7. What services does your agency provide? (Check all that apply

- ☐ Permanent Supportive Housing
- ☐ Emergency Shelter
- ☐ Outreach & Assessment
- ☐ Transitional Housing
- ☐ Financial assistance (security deposits, rental assistance, utility assistance, etc.)
- ☐ Workforce Development
- ☐ Legal Services
- ☐ Other (please specify)

8. What population(s) does your agency serve? Check all that apply.

- ☐ Individuals (Men and Women)
- ☐ Adult Men only
- ☐ Adult Women only
- ☐ Families with Children
- ☐ Domestic Violence, Human Trafficking, Stalking and Intimate Partner Violence
- ☐ Veterans
- ☐ Transitional Age Youth
- ☐ Other (please specify)

9. What Service Planning Areas (SPA) do you work in? Check all that apply

- ☐ SPA 1
- ☐ SPA 2
- ☐ SPA 3
- ☐ SPA 4
- ☐ SPA 5
- ☐ SPA 6
- ☐ SPA 7
- ☐ SPA 8

10. Please use the box below to provide additional comments and thoughts on homelessness.

