

Expected Resources

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

Introduction

The AP-15 Expected Resources section outlines the anticipated financial resources available to the City of Burbank for the fiscal year 2025, which begins on July 1, 2025, and ends on June 30, 2026. This section highlights the primary funding sources, including federal, state, and local allocations, that will be utilized to address the city’s priority needs such as affordable housing development, homelessness prevention, infrastructure improvements, and economic development initiatives.

The expected resources for fiscal year 2025 reflect the city’s commitment to maximizing available funding through strategic partnerships, leveraging additional investments, and ensuring that limited resources are allocated efficiently to serve the most vulnerable populations. By outlining projected funding levels and potential funding gaps, the AP-15 section sets the stage for how Burbank will implement its strategic goals, ensuring that residents have access to stable housing, essential services, and opportunities for economic advancement. This introduction provides a framework for understanding how financial resources will be utilized over the fiscal year to meet the city’s objectives and deliver impactful programs that foster community well-being and resilience.

Anticipated Resources

The Consolidated Plan calculated as five times the expected amount for Year 1:

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | Narrative Description |
|---------|------------------|---|----------------------------------|---|
| CDBG | Public - Federal | Administration, Public Services, Public Infrastructure/Capital Projects | \$1,072,998 | CDBG funds will support general administration (20%), public services (15%), and capital improvements. |
| HOME | Public - Federal | CHDO Set-Aside, Multi-Family Rehabilitation/Acquisition, Administration | \$473,919.96 | HOME funds will be used for affordable housing acquisition and rehabilitation, including a 15% CHDO set-aside and 10% for administration. |

Table 45 - Expected Resources – Priority Table

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

Federal funds allocated to Burbank through programs like HOME and CDBG will be strategically leveraged with a combination of private, state, and local funds to maximize the impact of these investments. This approach ensures that federal resources are used efficiently to address the city's housing and community development goals, while meeting the matching requirements set by federal programs, particularly the HOME program.

Leveraging Private Funds

Burbank will collaborate with private developers, investors, and financial institutions to attract additional funding for affordable housing and community development projects. The Low-Income Housing Tax Credit (LIHTC) program is a key tool for generating private capital for the development and rehabilitation of affordable housing. LIHTC allows private investors to receive tax credits for their investments in affordable housing, which can significantly reduce the financial burden of constructing or renovating affordable housing units.

In addition to LIHTC, private contributions can come through funding partnerships, social impact investments, and philanthropic donations. These funds will support not only housing projects but also critical services for vulnerable populations, including homelessness prevention, job training, and healthcare services (LAEDC, 2021).

Leveraging State Funds

State resources also play a significant role in complementing federal funds for housing and community development. Programs administered by the California Department of Housing and Community Development (HCD), such as the State Housing Trust Fund and the Affordable Housing and Sustainable Communities Program, provide critical funding for affordable housing development. These programs often have matching requirements that can be satisfied using federal HOME funds or local funds, ensuring that Burbank can maximize the impact of state and federal resources.

State-level tax credits and housing bond funds are also available to complement federal funding, particularly for affordable housing projects. By combining federal HOME funds with state resources, Burbank can significantly increase the capacity of housing projects to meet the needs of low- and moderate-income residents (SCAG, 2020).

Leveraging Local Funds

Burbank strategically uses local resources, including program income from housing activities and General Fund allocations, to supplement federal and state funding in support of affordable housing, homelessness prevention, and community development projects. Local funds are specifically prioritized to support the rehabilitation of aging housing stock, the preservation of affordable rental units, the

development of mixed-use affordable housing near transit corridors, and the expansion of services for homeless and special needs populations.

General Fund revenues are allocated to projects such as emergency shelter operations, homelessness prevention programs like rapid rehousing and eviction defense, and infrastructure improvements that benefit low- and moderate-income neighborhoods. For example, the City uses local funds to help rehabilitate multifamily rental properties in older neighborhoods such as Peyton-Grismer and Verdugo-Lake, targeting areas with concentrations of low-income households.

Additionally, Burbank directs local resources toward capital improvement projects—including park upgrades, pedestrian enhancements, and accessibility improvements—that are designed to improve quality of life and promote neighborhood revitalization in areas identified through community participation processes. By aligning General Fund investments with Consolidated Plan and Housing Element priorities, the City ensures that local funding not only fills financing gaps but also advances equitable community development goals across Burbank.

HOME Matching Requirements

The HOME program requires a 25% match for the funds allocated to affordable housing projects. This match can be met using local funds, state funding, and private investment. For example, Burbank can utilize program income from prior housing projects, local housing trust funds, and state-level funding such as the California Housing Trust Fund to meet this match requirement. The 25% match ensures that Burbank can fully utilize its HOME allocation to develop, rehabilitate, or preserve affordable housing while attracting additional funding from other sources.

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

Discussion

Publicly owned land in Burbank offers significant potential to address the city’s most pressing housing and community development needs. With the increasing demand for affordable housing, the ongoing efforts to assist homeless populations, and the need for community infrastructure improvements, leveraging publicly owned land strategically can be a game-changer for the city’s long-term development goals.

Affordable Housing Development

One of the most pressing challenges Burbank faces is the shortage of affordable housing. The city’s proximity to Los Angeles and its thriving entertainment industry have driven housing demand, leading to escalating rents and a growing affordability gap for low- to moderate-income households. The Burbank Civic Center site provide excellent opportunities for the development of affordable housing projects. These areas are centrally located with access to public transportation, making them ideal candidates for Transit-Oriented Development (TOD). TOD projects are particularly valuable in a city like Burbank, where access to jobs and public transit is crucial for residents to maintain their economic stability.

By repurposing these underutilized publicly owned sites, Burbank can expand its housing stock without requiring extensive land acquisition, which often presents a significant financial challenge in high-demand areas. Moreover, focusing on mixed-use developments that combine affordable housing with community amenities such as retail spaces, parks, or cultural centers could transform these areas into vibrant, inclusive communities that meet both housing and social needs.

Homelessness Solutions

Burbank faces a critical challenge in addressing homelessness, a situation that has been exacerbated by the rising cost of living and the persistent shortage of affordable housing in the region. Publicly owned land presents a strategic opportunity to develop much-needed homeless solutions. The City is undertaking the Homeless Solutions Center project – consisting of 52 interim housing tiny homes, safe parking spaces, case management, etc. - on publicly owned land.

In addition to traditional emergency shelters, publicly owned sites could also be used for the construction of non-congregate shelters, offering safer, more private accommodations that better serve the needs of vulnerable populations. These shelters could integrate supportive services—such as mental health counseling, case management, healthcare access, and job training—to help residents transition successfully into permanent housing.

The city can also utilize publicly owned properties for the development of small business incubators or job training centers that serve low-income residents. These centers could provide critical resources for workforce development, helping residents secure stable employment and reduce the risk of

homelessness. Such community services can bolster the city's economic development strategy and create long-term economic opportunities for residents who may be struggling financially (LAEDC, 2021).

Strategic Benefits and Challenges

The strategic use of publicly owned land in Burbank offers several benefits. First, it allows the city to address pressing community needs without the high costs associated with acquiring private land. Public land also provides the city with greater control over zoning, land use, and development timelines, which is essential for ensuring that projects align with community goals and local regulations.

However, there are challenges to using publicly owned land for these purposes. One of the primary challenges is the competition for land use in a city with a high demand for housing, commercial development, and public infrastructure. Additionally, there may be community resistance to certain developments, particularly in areas where higher-density housing is proposed, mainly due to parking concerns. Addressing these concerns through community outreach, public forums, and transparent planning processes will be essential to ensure that projects gain community support.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

| Sort Sort | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|-----------|----------------------|------------|----------|-----------------------|-------------------------|---|---------------------------------------|--|
| 1 | Homelessness | 2025 | 2026 | Housing | Citywide | Homeless outreach, services, transitional housing | CDBG: \$127,149.70 | 400 homeless individuals and families assisted |
| 2 | Public Services | 2025 | 2026 | Non-Housing Community | Citywide | Youth, senior, and arts programming | CDBG: \$33,800 | 390 low/mod-income residents assisted |
| 3 | Economic Development | 2025 | 2026 | Non-Housing Community | Citywide | | CDBG: \$0.00 | (Planning-stage activity, no FY25 funding allocated) |
| 4 | Community Facilities | 2025 | 2026 | Non-Housing Community | Buena Vista Street Area | Homeless shelter access center | CDBG: \$697,449.70 | 4 interim shelter beds and supportive services created |
| 5 | Administration | 2025 | 2026 | Administration | N/A | Program oversight, monitoring, planning | CDBG: \$214,599.60; HOME: \$47,392 | Effective program delivery and compliance monitoring |
| 6 | Affordable Housing | 2025 | 2026 | Housing | TBD | Acquisition, rehabilitation, and preservation of affordable units | HOME: \$0.00 | HOME funding will be programmed later |

Table 46 – Goals Summary

Goal Descriptions

| Goal Name | Goal Description |
|------------------------------------|--|
| Homelessness | Provide services such as emergency shelter, outreach, case management, and rapid rehousing for homeless individuals and families. |
| Affordable Housing | Develop, acquire, and rehabilitate affordable housing units to provide safe, decent housing for low- and moderate-income households. |
| Infrastructure Improvements | Upgrade infrastructure, including streets, sidewalks, and utilities, in low-income neighborhoods to improve safety and livability. |
| Community Facilities | Improve and maintain community facilities to enhance accessibility, safety, and quality of life for low-income residents. |
| Economic Development | Support local businesses, foster job creation, and provide workforce development opportunities for low-income residents. |
| Public Services | Provide essential public services such as youth programs, senior services, health services, and support for vulnerable populations. |
| Administration | Ensure effective planning, oversight, and management of CDBG and HOME programs to meet community needs efficiently. |

Projects

AP-35 Projects – 91.220(d)

Introduction

The AP-35 Projects – 91.220(d) section provides an overview of the specific projects and activities the City of Burbank will implement during the fiscal year 2025, from July 1, 2025, to June 30, 2026. These projects are designed to address the priority needs identified in the City’s Consolidated Plan, including affordable housing, homelessness prevention, public services, economic development, and infrastructure improvements.

The City will utilize funding from the Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) to support a range of initiatives that enhance the quality of life for low- and moderate-income residents. Each project aligns with the City’s strategic goals and ensures that federal resources are used effectively to meet community needs. This section outlines the recommended funded projects, their objectives, target populations, and expected outcomes, demonstrating Burbank’s commitment to building a more inclusive, sustainable, and supportive community.

Projects

| Sort Order | Project Name |
|------------|---|
| 1 | Armenian Relief Society – Community Social Services Program |
| 2 | Boys & Girls Club – Afterschool & Summer Program Scholarships |
| 3 | Burbank Noon Lions –Indigent Eye Care & Ear Program |
| 4 | Burbank Temporary Aid Center – Public Services |
| 5 | Family Service Agency – Residential Therapeutic Care for Special Homeless |
| 6 | Fine Arts Revolution – Art Program for the Homeless |
| 7 | Home Again LA – Homeless Outreach Services |
| 8 | Buena Vista Homeless Access Center/HALA – Tiny home project |
| 9 | CDBG Administration |
| 10 | HOME Administration |

Table 47 – Project Information

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

The reasons for allocation priorities in the City of Burbank's Annual Action Plan for fiscal year 2025 are based on a comprehensive assessment of community needs, public input, and the City's commitment to addressing the most pressing challenges faced by low- and moderate-income residents. The allocation of funds prioritizes programs and services that provide affordable housing, prevent homelessness, improve infrastructure, and support economic development, with a particular focus on vulnerable populations such as homeless individuals, seniors, and low-income families.

These priorities were determined through extensive consultation with stakeholders, including community organizations, service providers, and residents, as well as an analysis of data from the City's Consolidated Plan, the Housing Element, and the Homelessness Plan. Areas with a high concentration of low-income households, aging infrastructure, and limited access to essential services were identified as key targets for investment.

Despite these efforts, several obstacles exist in addressing underserved needs. Limited funding remains a significant challenge, as the demand for affordable housing, social services, and economic opportunities often exceeds the resources available. High land costs, gentrification pressures, and regulatory barriers further complicate the development of affordable housing and the provision of services. Additionally, the increasing cost of living in Burbank continues to strain low-income households, making it difficult to achieve long-term stability without sustained support.

To overcome these challenges, the City is leveraging federal funds with local and private resources, pursuing competitive grants, and fostering partnerships with nonprofit organizations and private developers. However, addressing the full spectrum of needs in the community will require continued innovation, collaboration, and advocacy for additional resources.

AP-38 Project Summary

Project Summary Information

| Sort Order | Project Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|---|------------|----------|-----------------------|-----------------|---|-----------------------|---|
| 1 | Armenian Relief Society – Community Social Services Program | 2025 | 2026 | Non-Housing Community | Citywide | Case management and senior support services | CDBG \$13,000.00 | 290 unduplicated low-income clients assisted |
| 2 | Boys & Girls Club – Afterschool & Summer Program Scholarships | 2025 | 2026 | Non-Housing Community | Citywide | Youth development and enrichment | CDBG \$20,000.00 | 40 low-income children assisted |
| 3 | Burbank Noon Lions—Indigent Eye Care & Ear Program | 2025 | 2026 | Non-Housing Community | Citywide | Eye and ear care for low-income seniors and children | CDBG \$1,600.00 | 31 low-income clients assisted |
| 4 | Burbank Temporary Aid Center – Public Services | 2025 | 2026 | Housing/Non-Housing | Citywide | Emergency food, rental, and utility assistance | CDBG: \$45,000.00 | 350 low-income clients stabilized |
| 5 | Family Service Agency – Residential Therapeutic Care | 2025 | 2026 | Housing | Citywide | Transitional support for homeless families | CDBG: \$30,000.00 | 5 families assisted with permanent housing transitions |
| 6 | Fine Arts Revolution – Art Therapy or Homeless | 2025 | 2026 | Non-Housing Community | Citywide | Art Therapy Classes for Homeless | CDBG \$3,349.70 | 20 homeless supported |
| 7 | Home Again LA – Homeless Outreach Services | 2025 | 2026 | Housing | Citywide | Street outreach and housing navigation | CDBG: \$48,000.00 | 50 homeless households assisted |
| 8 | Buena Vista St Homeless Access Center/HALA | 2025 | 2026 | Housing | Citywide | Construction to Install Tiny Homes and renovate structure for case management | CDBG \$697,448.70 | 16 Families assisted (tiny homes) 100 families assisted (case management) |
| 9 | CDBG Administration | 2025 | 2026 | Administration | N/A | Program oversight and compliance | CDBG: \$214,599.60 | Effective program delivery |
| 10 | HOME Administration | 2025 | 2026 | Administration | N/A | HOME program compliance and planning | HOME: \$47,392 | Effective HOME program delivery |

Table 48 – Project Information

AP-50 Geographic Distribution – 91.220(f)

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

For the 2025–2026 program year, the City of Burbank will adopt a citywide approach to allocating its federal entitlement funds, with targeted investments in programs that address homelessness and support the most vulnerable residents. While the City has historically focused on areas such as Verdugo-Lake, Elmwood, Golden State, Peyton-Grismer, and Lake-Alameda—formerly identified as Focus Neighborhoods due to their concentrations of low- and moderate-income households—the current strategy emphasizes broader service delivery across the entire city.

The City’s primary geographic priority for 2025–2026 will be supporting the Homeless programs and services. In addition, the City will direct CDBG funds to strengthen the capacity of local social service agencies providing emergency assistance, rental support, mental health care, and case management to homeless and low-income households.

Although some projects may continue to operate within historically underserved neighborhoods, Burbank’s citywide allocation strategy reflects an increased demand for homeless services and supportive programs that extend beyond neighborhood boundaries. This approach aligns with the City’s Consolidated Plan priorities, which emphasize housing stability, poverty reduction, and equitable access to essential services across Burbank.

Discussion

The 2025–2026 geographic funding strategy outlined in AP-50 reflects a shift in the City of Burbank’s approach, transitioning from a neighborhood-targeted model to a citywide investment strategy that emphasizes crisis response and stabilization. The decision to prioritize the homeless programs and services and support for local social service agencies is rooted in the City’s broader goals to prevent homelessness, preserve housing stability, and improve the quality of life for the most vulnerable residents.

Although the City continues to recognize the historic importance of investment in the former Focus Neighborhoods—areas that still face disproportionate barriers to opportunity—this year’s funds will largely support services that reach residents regardless of geographic location. This approach aligns with the Consolidated Plan’s call for equity-driven, need-responsive investment, especially during a time of rising housing costs and increased demand for emergency support.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The AP-55 Affordable Housing – 91.220(g) section outlines the City of Burbank’s goals and strategies for expanding and preserving affordable housing during the fiscal year 2025. Recognizing the growing need for affordable housing options, the City is committed to using federal funds from the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Section 8 Housing Choice Vouchers to support affordable housing initiatives for low- and moderate-income households, including special needs populations and those experiencing homelessness.

This section highlights the City’s efforts to increase the availability of affordable rental units, provide rental assistance to vulnerable residents, and ensure long-term housing stability through partnerships with developers, nonprofit organizations, and community stakeholders. The AP-55 Affordable Housing section reflects Burbank’s dedication to addressing housing challenges, preventing displacement, and fostering inclusive communities where all residents can thrive.

| Category | Number of Households to be Supported |
|----------------------|--------------------------------------|
| Homeless | 86 households |
| Non-Homeless | 914 households |
| Special-Needs | 42 households |
| Total | 1,042 households |

Table 49 - One Year Goals for Affordable Housing by Support Requirement

| One Year Goals for the Number of Households Supported Through | Number of Households |
|---|--|
| Rental Assistance | 1,042 households (based on FY 2024-25 renewal funding & new Permanent Supportive Housing vouchers) |
| The Production of New Units | 0 households |
| Rehab of Existing Units | 0 households |
| Acquisition of Existing Units | 0 households |
| Total | 1,042 households |

Table 50 - One Year Goals for Affordable Housing by Support Type

Discussion

For Fiscal Year 2025, the City of Burbank will continue to emphasize rental assistance through programs such as the Section 8 Housing Choice Voucher Program and Permanent Supportive Housing vouchers. These tools remain central to the City’s strategy to address the immediate housing needs of extremely

low-income households, individuals with disabilities, seniors, and those experiencing or at risk of homelessness.

At the same time, Burbank is making measurable progress on expanding its long-term affordable housing stock. Several entitled and pending residential developments are in the pipeline and are expected to contribute toward meeting the City's Regional Housing Needs Allocation (RHNA) targets. Key projects advancing during the 2021–2029 planning period include:

- La Terra at 777 First Street: 573 units, including 69 moderate-income units (Burbank Housing Element, p. 3-25).
- First Street Village: 275 units, including 14 affordable units (Burbank Housing Element, p. 3-25).
- 2311 N. Hollywood Way (former Fry's site): 862 units, including 80 very low-income units through a density bonus (Burbank Housing Element, p. 3-25).
- 2814 W. Empire Avenue: 148 units of 100% affordable housing, including 118 low-income units (Burbank Housing Element, p. 3-25).
- Premier on First (103 E. Verdugo Avenue): 154 units, including 24 affordable units under a 22.5% density bonus (Burbank Housing Element, p. 3-25).
- Bob Hope Center (3201 W. Olive Avenue): 123 units, with 15% set aside for very low-income households (Burbank Housing Element, p. 3-25).

Additionally, major planning efforts such as the Downtown Transit-Oriented Development (TOD) Specific Plan and the Golden State Specific Plan (GSSP) include opportunity sites projected to accommodate more than 6,000 new housing units, with over 3,000 units designated for lower-income households (Burbank Housing Element, p. 3-22).

These efforts are further supported by policies such as the City's Inclusionary Housing Ordinance, implementation of SB 35 streamlining, and incentives provided under state density bonus law. Together, they reflect a strategic approach that balances immediate rental assistance with long-term housing production and rehabilitation to address the needs of Burbank's most vulnerable residents (Burbank Housing Element, pp. 3-22 to 3-26).

AP-60 Public Housing – 91.220(h)

Introduction

The AP-60 Public Housing – 91.220(h) section provides an overview of the City of Burbank’s approach to public housing and its efforts to assist low-income households through the administration of rental assistance programs. While Burbank does not own or operate public housing units, the City, through the Burbank Housing Authority, administers the Section 8 Housing Choice Voucher Program, which offers vital rental subsidies to low-income individuals and families.

This section outlines the City’s strategies for supporting residents receiving rental assistance, encouraging participation in homeownership programs, and ensuring that households have access to safe, affordable, and stable housing. Burbank’s commitment to providing rental assistance rather than operating public housing reflects its focus on leveraging available resources to meet the needs of its most vulnerable residents in a community where affordable housing remains a significant challenge.

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

Burbank does not have any public housing units. However, the City recognizes the ongoing need for affordable housing and remains committed to addressing these needs through the administration of the Section 8 Housing Choice Voucher Program, which provides rental assistance to low-income households (U.S. Department of Housing and Urban Development [HUD], Section 8 Program Overview).

In the next year, the Burbank Housing Authority will continue to assist families, seniors, and individuals with disabilities by ensuring that vouchers are distributed efficiently and that participants receive necessary support services.

Additionally, the City will allocate funds from federal programs such as the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Program (HOME) to rehabilitate and preserve existing affordable housing units (HUD, CDBG and HOME Program Regulations at 24 CFR Part 570 and 24 CFR Part 92). These efforts will focus on improving aging housing stock, enhancing accessibility for individuals with disabilities, and promoting energy-efficient upgrades to reduce housing costs for low-income families.

As part of its broader affordable housing strategy, the City is also advancing projects like the Fairview Street Affordable Housing Development, which will create additional permanently affordable units targeted to low- and moderate-income households. The Fairview project represents a key opportunity to expand the City’s supply of deeply affordable housing, helping to stabilize vulnerable households and promote equitable access to safe, decent, and affordable homes.

The City will continue to seek additional funding from state and federal sources, including through applications for HOME-ARP funds and other competitive grants, to expand its affordable housing initiatives and ensure that more residents have access to stable, affordable homes (HUD, Notice CPD-21-

10: Requirements for the Use of Funds in the HOME-ARP Program).

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

While Burbank does not have public housing residents, the City actively encourages participants in the Housing Choice Voucher Program to become more involved in housing-related initiatives and pursue homeownership opportunities. The Burbank Housing Authority offers programs such as the Family Self-Sufficiency (FSS) Program, which provides participants with case management, financial literacy education, and employment support. These services help voucher holders build savings, improve their credit, and develop the financial skills necessary for homeownership. Additionally, the City partners with local nonprofit organizations to offer workshops on homeownership, budgeting, and mortgage assistance. By fostering financial independence and providing education on the homebuying process, Burbank aims to help low-income families transition from rental assistance to owning their homes, thereby promoting long-term housing stability and economic empowerment.

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

The Burbank Housing Authority is not designated as a troubled agency under 24 CFR Part 902. This designation is applied to public housing agencies that fail to meet specific performance standards related to financial management, program compliance, and the physical condition of housing units. The Burbank Housing Authority has consistently met HUD's standards for effective administration of the Housing Choice Voucher Program, ensuring timely distribution of rental assistance, compliance with federal regulations, and proper financial management. As a result, no financial assistance or intervention is required. The Housing Authority remains dedicated to maintaining its high performance, providing quality services to residents, and continuously improving its housing programs to meet the needs of the community.

Discussion

The AP-60 section highlights the City of Burbank's approach to addressing affordable housing needs without the presence of public housing units. Although Burbank does not operate public housing, the City is committed to supporting low-income households through the administration of the Section 8 Housing Choice Voucher Program. This program serves as the primary mechanism for providing rental assistance to eligible families, seniors, and individuals with disabilities, ensuring they have access to safe and affordable housing within the community.

Burbank's Housing Authority remains focused on maintaining high standards in program administration, ensuring that vouchers are efficiently distributed and that participants receive necessary support. The City also encourages voucher holders to participate in programs that promote financial independence and homeownership, such as the Family Self-Sufficiency (FSS) Program, which provides financial literacy training, credit counseling, and homeownership education. These efforts aim to help families transition from rental assistance to homeownership, fostering long-term stability and economic mobility.

The absence of public housing presents challenges in meeting the full scope of housing needs, particularly as the demand for affordable units continues to grow. However, Burbank's proactive approach to leveraging federal funds, collaborating with community partners, and exploring innovative housing solutions helps mitigate these challenges. The City's commitment to preserving and rehabilitating existing affordable housing units, alongside its efforts to support voucher recipients, reflects a comprehensive strategy to address housing affordability and accessibility for its most vulnerable residents.

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

Introduction

The **AP-65 Homeless and Other Special Needs Activities** section outlines the City of Burbank’s comprehensive strategy to address homelessness and support special needs populations during fiscal year 2025. The City’s approach, as highlighted in the Housing Element, focuses on seven key strategies: developing storage facilities and transportation, enhancing mental health and healthcare services, building temporary and permanent affordable housing, continuing outreach and coordinated care, increasing homeless prevention and rapid rehousing, and enforcing public health and safety ordinances.

The City of Burbank operates a Homeless Storage Facility, a Navigation Center, and a year-round street outreach program as part of a coordinated, multi-agency strategy to address homelessness. These facilities provide essential services including secure storage for personal belongings, access to case management, and referrals to shelter and housing resources. The City is currently implementing its most ambitious homelessness infrastructure project to date—the Homeless Solutions Center, which will feature 52 modular units, including ADA-accessible units, and will serve up to 100 residents with interim housing and on-site supportive services.

The City's approach is rooted in partnerships with both local and regional service providers that offer a continuum of care. Locally, the Burbank Temporary Aid Center (BTAC) provides emergency food, rental assistance, and housing referrals, while the Family Service Agency of Burbank offers trauma-informed mental health counseling, domestic violence support, and case management. Providence St. Joseph Medical Center supports medical and behavioral health needs through mobile outreach and community health initiatives.

In addition to local agencies, the City collaborates with several regional organizations that operate within the Los Angeles Continuum of Care (CoC):

- Home Again LA delivers targeted services to families experiencing homelessness, including housing navigation, rapid re-housing, motel voucher programs, and financial literacy workshops. The organization plays a lead role in connecting Burbank families to permanent housing through the CoC’s Coordinated Entry System.
- The Salvation Army offers emergency shelter, transitional housing, and addiction recovery services. In Burbank and surrounding areas, they serve high-barrier individuals and families in need of stabilization services before moving into permanent housing.
- Hope the Mission operates a regional network of emergency shelters and transitional housing sites. Their outreach teams assist Burbank’s unsheltered population in securing interim housing while addressing underlying needs such as employment readiness, addiction recovery, and transportation.

- LA Family Housing serves as a Coordinated Entry System (CES) lead agency and facilitates housing placement and case conferencing for chronically homeless individuals. They also provide permanent supportive housing options for people with mental illness, physical disabilities, and other complex needs.

These partnerships ensure that Burbank’s homeless response efforts are integrated, data-informed, and aligned with federal and regional best practices, including a housing-first model that emphasizes permanent housing as the primary solution to homelessness. Services are coordinated through CES to reduce duplication and ensure clients are connected to the most appropriate and available interventions based on need.

The City also leverages its Burbank Mental Health Evaluation Team (BMHET)—a co-response model pairing Burbank police officers with licensed clinicians from the Los Angeles County Department of Mental Health—to provide field-based mental health assessments and referrals, particularly for chronically unsheltered individuals. This innovative partnership has been critical in diverting individuals from incarceration or hospitalization and instead guiding them toward housing and treatment options.,

The City uses the Coordinated Entry System (CES) to prioritize the most vulnerable homeless individuals, ensuring that those in greatest need receive timely and appropriate housing and services. Mobile outreach units equipped with healthcare services reach unsheltered populations in high-need areas, providing immediate assistance and linking individuals to long-term support systems.

Special needs populations—including seniors, persons with disabilities, large families, and female-headed households—are explicitly prioritized in the City of Burbank’s housing policies. The City offers expedited permit processing and development incentives to encourage the construction of housing that serves these populations. This includes priority review for projects that provide accessible units or affordable three-bedroom apartments for large households, and additional inclusionary housing credits for units exceeding minimum accessibility or bedroom requirements (2021–2029 Housing Element, p. 1-116, 1-52).

In addition to land use and permitting tools, Burbank’s broader strategy to reduce homelessness and promote housing stability incorporates legal assistance for eviction prevention, job training for low-income and at-risk residents, and educational support for children in homeless families. These efforts are implemented in coordination with nonprofit agencies such as Family Service Agency, Volunteers of America, and Burbank Temporary Aid Center, and are reinforced by the City’s participation in regional initiatives that connect special needs populations to case management, behavioral health care, and rental assistance (City of Burbank, *2021–2029 Housing Element*, pp. 1-29, 1-116).

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

The City of Burbank’s one-year goals and actions for reducing and ending homelessness include several initiatives focused on reaching out to homeless persons, particularly those who are unsheltered, and assessing their individual needs.

The City of Burbank’s one-year goals and actions for reducing and ending homelessness include a coordinated approach focused on outreach, emergency services, transitional support, and permanent housing solutions.

Burbank’s homeless population primarily includes individual males aged 18–44, older adults aged 55 and above, and families with minor children. Recognizing that many older adults and families facing homelessness are undercounted in traditional surveys, the City aims to expand public outreach to connect with vulnerable households who may not know how to access help.available services.

Street Outreach and Engagement:

The City funds Home Again LA – Homeless Outreach Services to conduct targeted street outreach and case management services for homeless families Home Again LA specialists work to identify homeless households in the community, link them with emergency shelter, supportive services, and housing assistance, and enroll them into the Los Angeles Continuum of Care Coordinated Entry System.

Emergency Housing Assistance:

Through the Burbank Temporary Aid Center – Public Services Program, the City provides direct emergency rental and utility assistance, food pantry services, showers, and laundry facilities for homeless and at-risk residents. The program is designed to stabilize individuals quickly, preventing the escalation of housing crises for approximately 350 low-income residents annually.

Permanent Housing and Transitional Support:

The Family Service Agency – Residential Therapeutic Care for Special Homeless Program offers transitional housing assistance, including emergency support, security deposits, furnishings, and case management for families moving into permanent housing This program helps ensure that families experiencing homelessness have the necessary resources to achieve long-term housing stability.

Expansion of Homeless Facilities:

The City is also advancing the Homeless Solutions Center project, which includes the renovation of city-owned property and the creation of approximately 52 new interim shelter beds. The project will offer tiny homes, supportive services, case management space, ADA-compliant units, and Safe Parking spaces to serve individuals and families experiencing homelessness.

Emergency Housing Vouchers:

The Burbank Housing Authority administers 67 Emergency Housing Vouchers through the American Rescue Plan Act (ARPA) program. These vouchers prioritize households experiencing homelessness, those at risk of homelessness, survivors of domestic violence, and individuals recently exiting homelessness. As of the latest report, all 67 vouchers were issued and 54 are housed with voucher assistance.

Mental Health and Crisis Response:

The Burbank Mental Health Evaluation Team (BMHET), a partnership between the Burbank Police Department and the Los Angeles County Department of Mental Health, continues to operate a co-

response model, dispatching officers alongside licensed clinicians to respond to individuals experiencing mental health crises. This approach links unsheltered individuals with mental health services and helps prevent unnecessary hospitalizations or incarcerations.

Through a combination of street outreach, emergency stabilization programs, transitional housing, mental health interventions, and federal housing voucher support, Burbank is taking comprehensive actions to prevent and end homelessness for its most vulnerable residents.

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

The City of Burbank acknowledges that reaching unsheltered homeless individuals is a crucial first step in addressing homelessness. To this end, the City's Burbank Street Outreach Program operates year-round, identifying and engaging unsheltered individuals and families. This program collaborates closely with the Los Angeles Continuum of Care Coordinated Entry System (CES), ensuring that homeless individuals are identified, assessed for their unique needs, and connected to appropriate services. Outreach teams provide immediate assistance, including food, hygiene supplies, and emergency shelter referrals, while conducting comprehensive assessments to create personalized service plans. These plans often include mental health services, addiction treatment, and case management support.

Additionally, the Burbank Mental Health Evaluation Team (BMHET), a collaborative initiative between the Burbank Police Department and the Los Angeles County Department of Mental Health, is critical in engaging homeless individuals with mental health needs. Through its co-response model, BMHET ensures that individuals in crisis receive prompt mental health intervention, which helps reduce the risk of prolonged homelessness due to untreated mental health disorders. Furthermore, BMHET fosters long-term relationships with these individuals, encouraging them to accept services and transition into stable housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

Burbank addresses the need for emergency shelter through a combination of local programs and regional partnerships. While Burbank does not have a year-round low-barrier emergency shelter, the City provides transportation assistance for homeless individuals to access winter shelters, when open, in Los Angeles County from December to March. Additionally, the City collaborates with Home Again Los Angeles (HALA) to provide emergency shelter, transitional housing, and rapid rehousing services. HALA operates through a network of local faith communities that offer short-term shelter while case managers work with clients to secure long-term housing solutions.

The Burbank Housing Corporation also contributes significantly by owning and managing transitional and permanent supportive housing units dedicated to homeless families, veterans, and survivors of domestic violence. These units offer not just shelter but also essential supportive services such as counseling, job training, and childcare, creating a pathway from homelessness to stability. In the next year, Burbank plans to expand these services by adding 10 more transitional and supportive housing units, further increasing the city's capacity to meet the emergency and transitional housing needs of its homeless population.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Helping homeless persons make the transition to permanent housing and independent living: The City of Burbank is committed to ensuring that homeless individuals and families not only find shelter but also transition to permanent housing and independent living. Through its Rapid Rehousing programs, Burbank provides short-term rental assistance coupled with intensive case management. These programs help homeless individuals and families secure permanent housing while also offering supportive services such as financial literacy training, employment assistance, and mental health counseling. By addressing the underlying causes of homelessness, such as unemployment and mental health challenges, these programs aim to reduce the duration of homelessness and support long-term stability.

The Burbank Housing Authority administers Permanent Supportive Housing vouchers, which provide long-term rental assistance and support services to chronically homeless individuals and families, including veterans. These vouchers are crucial for helping vulnerable populations maintain stable housing while accessing ongoing support, including medical care, substance abuse treatment, and life skills training.

To prevent individuals and families from becoming homeless again, Burbank offers comprehensive homelessness prevention services, including legal assistance for tenants facing eviction, mediation services for landlord-tenant disputes, and emergency financial assistance for rent and utilities. The City's partnership with HALA also ensures that formerly homeless families receive ongoing case management for up to six months after securing housing, providing a safety net that helps prevent a return to homelessness.

In the coming year, Burbank's coordinated efforts will focus on expanding outreach, enhancing emergency shelter and transitional housing options, and strengthening programs that help homeless individuals transition to permanent housing. These actions are designed to create a more supportive and responsive system that addresses the immediate and long-term needs of homeless individuals and families, ultimately reducing homelessness in the community.

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

employment, education, or youth needs

The City of Burbank has developed a proactive and comprehensive strategy to prevent homelessness among low-income individuals and families, particularly those at extreme risk, including individuals discharged from publicly funded institutions such as healthcare facilities, mental health institutions, foster care, and correctional facilities. This strategy focuses on early intervention, financial assistance, and connecting at-risk households to critical services such as housing, healthcare, employment, education, and social services.

Burbank provides rental assistance and case management through its Rapid Rehousing Programs, which help individuals and families transition from temporary shelter to permanent housing. Assistance includes covering initial housing costs such as security deposits and first month's rent, ensuring that financial barriers do not lead to homelessness (Strategic Plan.docx). The City also collaborates with local hospitals, mental health facilities, correctional institutions, and foster care systems to develop discharge plans that ensure individuals leaving these systems have stable housing options. Partnerships with the Los Angeles County Department of Mental Health (LADMH), Burbank Temporary Aid Center (BTAC), and other agencies provide essential services such as mental health support, substance abuse counseling, and job training.

Legal assistance programs, through collaborations with organizations like the Legal Aid Foundation of Los Angeles (LAFLA), offer free legal support to at-risk families, helping prevent unlawful evictions and resolve housing disputes, particularly for those facing financial hardships due to job loss, medical emergencies, or other crises. Burbank also ensures that youth exiting foster care, formerly incarcerated individuals, and those discharged from healthcare facilities receive continued support through case management, job placement programs, and access to affordable housing. The City's employment programs, in partnership with Workforce Development, Aging, and Community Services (WDACS), provide job training, vocational rehabilitation, and employment opportunities, reducing the risk of homelessness due to unemployment.

Discussion

The City of Burbank's comprehensive approach to preventing homelessness reflects its commitment to addressing the unique needs of low-income individuals and families, particularly those at risk due to institutional discharge or financial instability. The City recognizes that individuals leaving publicly funded institutions, such as healthcare facilities, mental health institutions, foster care, and correctional facilities, often face significant challenges in securing stable housing. To mitigate this risk, Burbank has established partnerships with key institutions and service providers to ensure that discharge planning includes immediate access to housing and support services.

Burbank's Rapid Rehousing Programs provide critical financial assistance and case management to help at-risk households secure permanent housing and avoid homelessness. By covering initial housing costs and offering ongoing support, these programs remove financial barriers that often prevent low-income families from maintaining stable housing. The City's collaboration with local hospitals, mental health

facilities, and foster care systems ensures that individuals discharged from these institutions are connected to essential services, including mental health care, substance abuse treatment, and job training, further reducing the risk of homelessness.

Legal assistance services play an essential role in Burbank's homelessness prevention strategy by protecting at-risk families from unlawful evictions and resolving housing disputes. Additionally, the City's employment programs provide job training and placement services, offering vulnerable populations the opportunity to achieve financial stability and avoid homelessness.

Burbank's integrated approach highlights its dedication to supporting the most vulnerable members of the community. By combining financial assistance, legal support, employment services, and strong partnerships with public institutions and nonprofit organizations, the City ensures that individuals and families have the resources necessary to maintain stable housing and achieve long-term self-sufficiency.

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

Introduction:

The AP-75 Barriers to Affordable Housing – 91.220(j) section outlines the key challenges the City of Burbank faces in promoting and maintaining affordable housing. Despite ongoing efforts to increase the supply of affordable units, several barriers continue to hinder progress, including high land costs, limited availability of developable land, and rising construction expenses. Additionally, regulatory processes such as zoning restrictions, lengthy permitting procedures, and community opposition to high-density developments further constrain the development of affordable housing.

Economic factors such as increasing rents and stagnant wages also contribute to the affordability crisis, making it difficult for low- and moderate-income households to secure stable housing. This section highlights Burbank's commitment to addressing these barriers through policy changes, financial incentives, and collaborative efforts with developers, nonprofit organizations, and community stakeholders to expand affordable housing opportunities and ensure equitable access to housing for all residents.

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

To remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing, the City of Burbank has outlined several actions in its FY 2024-2025 Annual Action Plan. One of the key initiatives is the adoption of the sixth cycle Housing Element for the 2021-2029 planning period, which requires the City to plan for the development of 8,772 units by zoning adequate sites for housing and removing governmental constraints to development. This aligns with the City Council's goal to produce 12,000 new units by 2035, particularly along the Interstate 5 freeway corridor, Downtown Burbank, the Airport District, and the Media District.

To address zoning and land use barriers, Burbank's Zoning Ordinance permits a variety of residential development types, including single-family, multi-family, second units, and manufactured housing. Emergency shelters for the homeless are allowed in certain industrial zones, and transitional housing is permitted in multi-family districts, depending on the project's structure. The City also offers density bonuses and an inclusionary housing ordinance to encourage affordable housing development.

Additionally, the City has committed to updating multi-family development standards, re-evaluating parking, setbacks, and height requirements to enhance development feasibility, especially on smaller parcels. Development fee waivers are provided for affordable units, and incentives such as fast-track permitting and financial assistance are offered to developers. The Downtown Transit-Oriented Development Specific Plan and Golden State Specific Plan will include clear and objective standards to streamline housing approvals and promote affordable housing development.

Through these actions, Burbank aims to reduce regulatory barriers, encourage higher-density developments, and provide financial incentives, ultimately expanding the supply of affordable housing and improving access for low- and moderate-income residents.

Discussion:

The City of Burbank recognizes that high land costs, limited developable land, and regulatory constraints such as zoning ordinances, building codes, and development fees create significant barriers to affordable housing. In response, Burbank has implemented a multi-faceted strategy to reduce these barriers and encourage the development of affordable housing throughout the city.

A key component of this strategy is the adoption of the sixth cycle Housing Element for the 2021-2029 planning period, which sets a target of developing 8,772 new housing units by zoning adequate sites for residential development and removing governmental constraints. This plan is aligned with the City Council's broader goal of producing 12,000 new housing units by 2035, focusing on high-potential areas such as the Interstate 5 freeway corridor, Downtown Burbank, the Airport District, and the Media District

Burbank's Zoning Ordinance has been designed to accommodate a variety of residential development types, including multi-family housing, accessory dwelling units, and transitional housing, while also allowing emergency shelters in industrial zones. The City offers density bonuses and incentives to developers who include affordable units in their projects, thus making it more financially feasible to build affordable housing.

To further streamline development, Burbank is revising multi-family development standards by reducing parking requirements, modifying setback standards, and increasing allowable building heights. These changes aim to make development more feasible, particularly on smaller parcels that are often overlooked due to regulatory constraints. Additionally, development fee waivers for affordable housing units, expedited permitting processes, and financial assistance for affordable housing projects are key measures that Burbank is implementing to attract developers and reduce the financial burden associated with affordable housing construction.

The City's Downtown Transit-Oriented Development Specific Plan and Golden State Specific Plan are also being updated to include clear and objective standards for housing development, ensuring that projects can move forward without unnecessary delays. These initiatives are expected to facilitate higher-density developments near transit hubs, providing affordable housing options in accessible locations.

AP-85 Other Actions – 91.220(k)

Introduction:

The AP-85 Other Actions – 91.220(k) section outlines the City of Burbank’s comprehensive efforts to address housing and community development needs beyond the core programs of affordable housing and homelessness prevention. This section highlights the City’s commitment to enhancing the quality of life for all residents, particularly low- and moderate-income households, through initiatives aimed at reducing poverty, improving access to essential services, and fostering inclusive community development. Burbank’s strategies include promoting economic opportunities, providing public services such as childcare and mental health support, enhancing infrastructure in underserved areas, and ensuring fair housing practices. These actions reflect the City’s holistic approach to community development, addressing social, economic, and housing challenges to create a more equitable and thriving community for all residents.

Actions planned to address obstacles to meeting underserved needs:

The City of Burbank is committed to overcoming obstacles that hinder the delivery of services to underserved populations. Utilizing the Housing Element, Burbank plans to repurpose underutilized publicly owned sites for affordable housing and community development. This approach helps reduce financial barriers related to land acquisition and promotes mixed-use developments that combine affordable housing with community amenities such as parks and retail spaces. Burbank will also expand partnerships with community-based organizations to provide essential services like mental health support, job training, and financial literacy programs, particularly targeting low-income households in neighborhoods.

Actions planned to foster and maintain affordable housing:

Burbank’s Housing Element emphasizes policies that support affordable housing development and preservation. The City will update zoning and land use policies to encourage the construction of affordable units, particularly in high-need areas such as Downtown Burbank and the Golden State/Airport District. Financial incentives for developers, including density bonuses, fee waivers, and expedited permitting, are designed to reduce construction costs and make affordable housing projects more feasible. Additionally, Burbank will invest in the rehabilitation of older housing stock to preserve affordable options, particularly in South Burbank, where many units are in need of significant upgrades.

Actions planned to reduce lead-based paint hazards:

Burbank has implemented comprehensive measures to address lead-based paint hazards, particularly in housing units built before 1978 that present the greatest risk of exposure. The City utilizes federal guidelines and funding sources, such as the HUD Lead Hazard Control Grant Program, to support lead hazard assessments and remediation activities in homes occupied by low-income families with young children (U.S. Department of Housing and Urban Development, *Lead Hazard Control and Healthy Homes Program*).

In collaboration with the Los Angeles County Department of Public Health, the City promotes public education through community workshops and outreach materials to increase awareness of lead poisoning risks and promote safe renovation practices (Los Angeles County Department of Public Health, *Childhood Lead Poisoning Prevention Program*, p. 2).

Lead safety protocols are fully integrated into Burbank’s housing rehabilitation programs, in compliance with 24 CFR Part 35 – Lead-Based Paint Poisoning Prevention in Certain Residential Structures, which mandates lead inspections and remediation in all federally funded projects involving pre-1978 housing (U.S. Department of Housing and Urban Development, *Lead Safe Housing Rule*).

Actions planned to reduce the number of poverty-level families:

Burbank’s anti-poverty strategy focuses on reducing the number of families living at or below the poverty level through a combination of affordable housing, workforce development, and supportive social services. The city’s goals, programs, and policies aim to address the root causes of poverty, improve economic opportunities, and ensure that low-income families have access to resources that support long-term stability and self-sufficiency. The city’s key anti-poverty goals include expanding access to affordable housing, supporting workforce development, increasing access to healthcare, and ensuring that children and families receive the support they need to break the cycle of poverty. Specific programs supporting these goals include job training initiatives, rental assistance programs, health and wellness programs, and childcare support. Burbank also collaborates closely with local non-profits, workforce agencies, and educational institutions to provide a comprehensive approach to poverty reduction.

Actions planned to develop institutional structure:

Burbank’s institutional structure for delivering housing and community development programs is built on strong partnerships with public agencies, nonprofit organizations, and private sector stakeholders. The Burbank Housing Authority, Department of Community Development, and local nonprofits such as the Burbank Temporary Aid Center work collaboratively to implement the City’s Consolidated Plan. The City will continue to engage these partners through regular coordination meetings, technical assistance, and shared resources, ensuring that services are delivered efficiently and gaps in the system are addressed.

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

The City of Burbank will enhance coordination between public and private entities by fostering partnerships that leverage resources for affordable housing and social services. Initiatives include collaborating with the Burbank-Glendale-Pasadena Regional Housing Trust to finance affordable housing projects and working with local service providers to deliver comprehensive support services. Burbank’s participation in regional initiatives ensures that resources are effectively allocated to meet the needs of low-income and homeless residents, creating a seamless support network that spans housing, employment, and social services.

Discussion:

The City of Burbank's planned actions reflect a comprehensive approach to addressing housing affordability, poverty reduction, and community development. By leveraging the Housing Element, Burbank aims to overcome obstacles to meeting underserved needs through strategic use of public land for affordable housing, partnerships with community organizations, and targeted service delivery in economically vulnerable neighborhoods. These efforts aim to provide critical support to low-income households, ensuring access to essential services such as mental health care, job training, and financial assistance.

To foster and maintain affordable housing, Burbank is updating zoning policies, providing financial incentives for developers, and investing in the rehabilitation of aging housing stock. These measures not only encourage the development of new affordable units but also preserve existing options, particularly in areas with high concentrations of low-income residents. The City's proactive approach to reducing lead-based paint hazards includes integrating lead safety measures into housing rehabilitation programs and conducting public education campaigns to protect vulnerable families, especially those with young children.

Burbank's efforts to reduce poverty focus on providing economic opportunities through job training, workforce development, and youth services. By equipping residents with the skills and resources needed to achieve financial independence, the City aims to break the cycle of poverty and promote long-term stability for low-income families. The development of a robust institutional structure, built on partnerships with public agencies, nonprofits, and private sector stakeholders, ensures that housing and community development programs are implemented efficiently and effectively.

Enhanced coordination between public and private housing providers and social service agencies is a cornerstone of Burbank's strategy. Collaborative initiatives with regional housing trusts, local service providers, and national programs ensure that resources are allocated where they are most needed. This coordinated approach creates a seamless support system for low-income and homeless residents, integrating housing assistance with employment services, healthcare, and social support to foster self-sufficiency and improve quality of life across the community.

Program Specific Requirements

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

Introduction:

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

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

| | |
|---|-----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | \$117,000 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan. | 0 |
| 5. The amount of income from float-funded activities | 0 |
| Total Program Income - \$117,000 | |

Other CDBG Requirements

1. The amount of urgent need activities \$0

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(I)(2)

1. **A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:**

In addition to the eligible uses of HOME funds outlined in Section 92.205, the City of Burbank actively pursues and leverages a variety of complementary funding sources to support affordable housing development. Chief among these is the Low-Income Housing Tax Credit (LIHTC) program, which attracts significant private equity investment for new construction and rehabilitation projects. The City also targets competitive state-level programs, including the California Housing Trust Fund and the Affordable Housing and Sustainable Communities (AHSC) Program, both of which provide substantial financial resources for housing linked with transit and sustainability goals. At the local level, the Burbank-Glendale-Pasadena Regional Housing Trust Fund plays a critical role in bridging financing gaps, particularly for projects serving extremely low- and low-income households. Together, these funding sources complement HOME allocations and are essential to ensuring the feasibility, quality, and long-term affordability of housing developments in Burbank.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

While the City's HOME Program has traditionally focused on affordable rental housing, guidelines for resale and recapture will be established if HOME funds are allocated to homebuyer activities. These guidelines will ensure that any home purchased with HOME funds remains affordable to low- and moderate-income households. Homebuyers receiving assistance will be required to repay a portion of the assistance upon resale, or the home must be resold to another eligible low-income buyer, ensuring that affordability is maintained over time.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds, See 24 CFR 92.254(a)(4) are as follows:

To maintain long-term affordability, Burbank's resale and recapture guidelines will comply with 24 CFR 92.254(a)(4). These guidelines will include minimum affordability periods based on the amount of HOME assistance provided, ensuring that units remain affordable for 5 to 20 years, depending on the level of investment. Resale provisions will require that units be sold at affordable prices to income-qualified buyers, while recapture provisions will allow the City to recoup funds upon resale, which can then be reinvested in additional affordable housing projects.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

If the City elects to refinance existing multifamily housing debt using HOME funds, stringent guidelines will be implemented. These include ensuring that rehabilitation is the primary activity, establishing a minimum rehabilitation investment per unit, and demonstrating that the project will remain affordable for at least 15 years. Management practices will be reviewed to confirm that disinvestment has not occurred, and refinancing will be restricted to specific geographic areas if necessary. HOME funds will not be used to refinance federally funded loans, maintaining the integrity and sustainability of affordable housing investments.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities is as follows: NA

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g., persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons: NA

7. If applicable, a description of any preference or limitation for rental housing projects is as follows:

Burbank's rental housing projects supported by HOME funds will prioritize affordability. While the City does not currently impose specific preferences or limitations beyond compliance with fair

housing laws, any future preferences will focus on addressing the needs of low-income families, individuals with disabilities, and other vulnerable populations. These preferences will be designed to ensure equitable access to housing without violating fair housing regulations.