

**Grantee: Hsg Trust of Santa Clara County**

**Grant: B-09-CN-CA-0054**

**January 1, 2012 thru March 31, 2012 Performance Report**

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**Grant Number:**

B-09-CN-CA-0054

**Obligation Date:****Award Date:****Grantee Name:**

Hsg Trust of Santa Clara County

**Contract End Date:**

02/11/2013

**Review by HUD:**

Submitted - Await for Review

**Grant Amount:**

\$25,000,000.00

**Grant Status:**

Active

**QPR Contact:**

Sandra Murillo

**Estimated P/RL Funds:**

\$20,000,000.00

**Total Budget:**

\$45,000,000.00

## Disasters:

**Declaration Number**

NSP

## Narratives

**Executive Summary:**

The Housing Trust of Santa Clara County (HTSCC), the City of San Jose, and Neighborhood Housing Services Silicon Valley (NHSSV) have formed the San Jose Consortium (Consortium) to apply for and administer our \$25,000,000 grant for the Neighborhood Stabilization Program 2 funds made available by the U.S. Department of Housing and Urban Development (HUD) under the American Recovery and Reinvestment Act (ARRA) of 2009. The main objectives of this Grant are to stabilize neighborhoods in our Target Geography by reducing the number of foreclosed or abandoned homes and residential properties, and to create new affordable housing opportunities for very-low, low, and moderate income households. The Consortium will provide secondary financing for income eligible purchasers of foreclosed homes and will purchase and rehabilitate foreclosed or abandoned homes in the Target Geography. The goal of the Consortium is to assist in the purchase of no less than 205 foreclosed properties or units for the purpose of creating affordable homes.

**Target Geography:**

The Consortium has identified 35 census tracts in the City of San Jose that are the hardest hit by foreclosures. Using HUD's established methodology to identify those areas with the highest foreclosure and vacancy rates, the Consortium has identified 35 census tracts with an average foreclosure score of at least 18 within the City of San Jose. Foreclosures continue to be concentrated in these specific San Jose Census tracts, as identified in our "target geography". Additionally, these target geographies have several socio-economic characteristics that make them not only the epicenters of destabilization, but also the areas in which targeted investment is necessary to re-stabilize them. The 35 census tracts and neighborhoods are as follows: "Central San Jose" -- 5009.02 , 5011; "Willow Glen" -- 5024 , 5025; "South San Jose" -- 5031.03, 5031.06, 5031.11, 5032.04, 5032.17; "Evergreen" -- 5033.04, 5033.05, 5033.17, 5033.19, 5033.2, 5033.28; "Alum Rock" -- 5034.01, 5035.04, 5035.08, 5035.1, 5037.02, 5037.06, 5037.07, 5039, 5040.02, 5041.02; "Berryessa" -- 5043.1, 5043.18; "Edenvale" -- 5120.01, 5120.02, 5120.16, 5120.17, 5120.21, 5120.23, 5120.29; "Coyote" -- 5123.04.

Although each of the target geographies has been significantly impacted by the housing market downturn and foreclosures, the geographies are not homogeneous. San Jose is a large city, in terms of both population and physical size. Therefore socio-economic conditions in each target geography can vary widely. For example certain Census tracts have higher overall incomes than other tracts. Both types of Census tracts suffer from destabilization due to the housing market downturn but for different reasons. Residents in the target geographies are employed in a broad range of sectors, all of which are impacted by the economic downturn. Lower-income residents are employed in sectors such as production, transportation, food preparation, retail sales, janitorial/maintenance, and office administration; higher-income residents are primarily employed in information technology, finance, and business and management (California Employment Development Department). The decline in technology-related businesses in San Jose has particularly impacted residents in higher-income geographies. The deteriorating labor market will lead impacted areas into the next wave of foreclosures characterized by job losses or reduction in pay. This next wave of foreclosures will be composed primarily of prime borrowers with 30-year fixed mortgages rather than the first wave characterized by subprime borrowers holding adjustable-rate mortgages. This distinction is crucial. In San Jose, the first wave of foreclosures has occurred in the lower income Census tracts. Unless the families with subprime, adjustable-rate mortgages in these neighborhoods can receive loan modifications to reduce their payments to an affordable level, the lower-income tracts will continue to be impacted by foreclosures due to resetting mortgage rates.

The City of San Jose has a number of impacted Census tracts, which is defined as a tract in which at least 50% of the households are low-income. A significant number of the target geographies (26 of the qualifying tracts, and 18 of the 19 lower income tracts) is either identical to or next to an impacted tract.

The ability for a community to stabilize and recover from the housing downturn is in large part dependent on the financial capacity of existing residents to maintain neighborhood conditions. Additionally, these impacted areas have historically had greater difficulty attracting economic development as well as more affluent residents. For these reasons, these areas require greater assistance for recovery than other



neighborhoods in the City that have a better mix of residents across income levels, and that reflect greater levels of economic development. Based on the preceding analysis, the Consortium will undertake two programs to stabilize the target geographies: 1) homebuyer assistance program; and 2) acquisition/rehabilitation of foreclosed upon or abandoned homes to sell, rent, or redevelop. The combination of these programs will allow the Consortium to best respond to the widely varying conditions found in its 35 qualifying Census tracts. As indicated, the Census tracts vary in terms of incomes, ethnic composition, housing values, and other socio-economic factors. Moreover, housing conditions can change significantly block by block and street by street even within a single neighborhood.

### **Program Approach:**

The Consortium will spend a total of \$25,000,000 to undertake the eligible activities outlined below. Funds will be allocated to target areas with the highest foreclosure impact, and to households earning less than 120% of Area Median Income (LMMI). Pursuant to NSP2 regulations, 25% of the funding will be targeted for the benefit of very-low income households earning at or below 50% of the Area Median Income (VLI).

#### **Activity A - Financing Mechanisms - Purchase Assistance Loans.**

As amended, under the eligible activity (A) Establish Financing Mechanisms, the Consortium plans to allocate up to \$64,245.00 to this program to assist a minimum of 1 eligible homebuyer to purchase a foreclosed home by providing downpayment and/or closing cost assistance. Downpayment assistance will not exceed 50% of original acquisition costs.

As administrator of the Purchase Assistance Loan, the Housing Trust of Santa Clara County (HTSCC) will award homeownership assistance loans of up to \$50,000 or 20% of the purchase price of the home, whichever is less, to income eligible homebuyers purchasing foreclosed homes, on an over-the-counter basis. The eligible uses will include downpayment assistance not to exceed 50% of purchase price, closing costs and minor repairs of foreclosed homes to facilitate the acquisition.

The loan will be a 30-year payment-deferred promissory note secured by a deed of trust, held in second or third position, and at a 3% deferred, simple interest rate. The note will be due in 30 years, or at sale, title transfer, refinance or expiration of note and affordability term as a balloon payment. This model has been adopted from the HOME Program-Homebuyer Activities, Recapture/Resale.

All recipients of funds will be required to make a minimum 3% downpayment and attend at least 8 hours of homebuyer counseling offered by Consortium member Neighborhood Housing Services Silicon Valley or another HUD-approved counseling service. The assisted unit must remain as the homeowner's primary residence.

Though property values have decreased over 35% in the targeted areas, the cost of housing in Santa Clara County remains high. The Purchase Assistance Loan program will enable income eligible households to realize affordable homeownership while participating in community neighborhood stabilization efforts supported by the City's Code Enforcement Unit, Strong Neighborhood Initiative, and the Foreclosure Prevention Task Force, a consortium of nonprofit housing and legal services agencies, real estate and lending professionals, and local jurisdictions.

Purchase Assistance Loan financing will also be made available to income eligible households purchasing homes that the Consortium has acquired and rehabilitated as part of eligible use (B).

The Consortium will ensure that the homebuyer obtains a mortgage loan from a lender who agrees to comply with the bank's regulator's guidance for non-traditional mortgages under the Statement of Subprime Mortgage Lending issued by the Office of Comptroller of the Currency, Board of Governors of the Federal Reserve System, Federal Deposit Insurance Corporation, Department of Treasury and National Credit Union Administration (Statement). In accordance with the Statement, the Consortium will not permit homebuyers to obtain setgage loans.

Additio, if an NSP2 assisted home was previously assisted with HOME funds, but on which the affordability restrictions have been terminated through foreclosure or transfer in lieu of foreclosure (Deed in Lieu), the Consortium will revive the HOME affordability restrictions to the greater of the remaining period of HOME affordability or the continuing affordability requirement as stipulated.

#### **Activity B - Purchase and Rehabilitate Homes and Residential Properties that have been foreclosed in order to sell, rent or redevelop to eligible households**

Under eligible activity (B) Purchase and Rehabilitate Foreclosed Homes and Residential Properties, the Consortium will implemen an Acquisition and Rehabilitation Program. Under this eligible activity, the Consortium proposes three strategies as summarized below: Strategy #1: Acquisition and Rehabilitation for Re-Sale.

This program is designed to augment the NSP1 - Single-Family Acquisition/Rehabilitation and Re-Sale Program offered by the Consortium member, the City of San Jose, Housing Department. The City will seek to purchase a portfolio of foreclosed homes in the target geography from one or more lenders or in the market at a 1% discount of the current market appraised value as defined as a property value established through an appraisal made in conformity with URA appraisal requirements. Following acquisition, the City will rehabilitate the homes to mitigate any damage due to deferred maintenance or vandalism. Energy saving green technology will be incorporated whenever practicable and utilizing the Build-It-Green system. Common upgrades such as furnace replacement, duct sealing, attic insulation and replacement lights and appliance upgrades can potentially reduce energy bills by up to 38%. The homes will then be sold to income-qualified households at or below the cost of acquisition and rehabilitation.

The Consortium plans to allocate up to \$11,750,000 to this program. In addition to the direct acquisition and/or rehabilitation of foreclosed properties by the City, funds will be made available to nonprofit and responsible for-profit developers. We plan to supplement the NSP funds with a \$2 million loan provided by the Housing Trust of Santa Clara County. The first phase of the program will consist of up to 32 homes. As homes are sold to qualified households, the funds will revolve, enabling the purchase and rehabilitation of the second phase of 32 homes. Homebuyers under this program will be required to meet the same criteria as required under activity (A), which includes a minimum 3% down-payment, successfully complete a minimum of 8 hours of homebuyer counseling as offered by Consortium member Neighborhood Housing Services of Silicon Valley or another HUD-approved homeownership counseling service, and occupy the assisted home as their primary residence.

The Consortium recognizes that acquisition of foreclosed properties is the key to a successful NSP program. The Consortium will work with the Santa Clara County Association of Realtors, the National Association of Hispanic Real Estate Professional, California Association of Mortgage Brokers, Silicon Valley Chapter, in the target market. The Consortium has contacted the National Community Stabilization Trust to request technical assistance in the purchase of properties prior to listing in the Multiple Listing Service (MLS). The Consortium is familiar with the Real Estate Owned (REO) Property Acquisition Program and REO Capital Fund programs developed by the National Community Stabilization Trust.

The Consortium is also working with the foreclosure departments of financial institutions that hold significant quantities of foreclosed property to request their listings of properties in the Target Geographies.



Consortium member City of San Jose has extensive experience in housing rehabilitation. City Housing Rehabilitation staff will provide crucial oversight of housing rehabilitation projects developed by nonprofit or for-profit entities receiving NSP funds to acquire and rehabilitate foreclosed properties. This oversight will insure that the work is done efficiently, in a cost-effective manner, and in compliance with employment and contracting rules as they relate to Equal Opportunity Employment, Section 3 Economic Opportunity, MBE/WBE, Davis-Bacon Act, lead hazard abatement and NEPA.

The Consortium will conduct an extensive outreach campaign to identify and market homes to low and moderate-income households. Neighborhood Housing Services of Silicon Valley conducts regular first-time homebuyer workshops that will be one avenue for developing a pool of potential buyers. NHSSV generally maintains a pool of 30 to 40 pre-approved, ready-to-buy households. NHSSV, with monitoring by the City of San Jose, Housing Department to ensure compliance with fair housing regulations and efforts to affirmatively further fair housing, will perform the necessary buyer qualification process to insure that income-targeting goals are met.

Strategy #2: Anti-displacement Acquisition and Resale or Lease.

The Consortium will consider the purchase of properties in a foreclosed, pre-eviction status with the intent to re-sell or lease back to previous homeowners.

In this strategy, Neighborhood Housing Services Silicon Valley (NHSSV) will conduct initial screening through their current HUD Foreclosure Counseling Program to identify eligible households. The City, or our selected developer, with the assistance of the Housing Trust, will negotiate a sale from the lender at a substantial discount. The home will then be re-sold or leased back to the former owners and current occupants at an affordable sales or lease price.

If the property is to be sold back to the previous homeowners, the Housing Trust will put a shared equity loan in place to prevent the homeowner from realizing a windfall gain when home values recover. The new first loan will be a 30-year, fixed rate amortizing loan. The new first lender will perform the underwriting of the homebuyer for the new, affordable financing. The Housing Trust (HTSCC) will be the note-holder for any secondary financing.

Strategy #3. Acquisition and Rehabilitation for lease to Very Low Income Households.

To serve members of the community who qualify as very low income households, the Consortium will allocate up to \$5,250,000 in funds to eligible non-profits/collaboratives and/or eligible for-profit developers for the acquisition and rehabilitation of foreclosed properties to create affordable, permanent rental housing, at the HOME Low Rent or any HUD rent consistent with the policies and procedures, individuals and families at or below 50% AMI. A maximum loan of \$150,000 will be available to a qualified nonprofit for each unit of affordable housing created. Flexible Terms of the loan to nonprofits include a 0.00% to 4.00% interest rate, for at least a 30-year loan term with the minimum required affordability period or consistent with the policies and procedures manual. Deferred loans will be considered to ensure affordability and project feasibility. The nonprofit will also be required to submit a property management plan for review and approval by the Housing Department's Asset Manager as well as Annual inspection for maintenance, local housing standards and rent roll. Nonprofits providing permanent housing solutions to special needs populations will also be required to document support services funding.

These three programs together will create a total of 185 affordable homes or units, and provide neighborhood stabilization by positively impacting targeted census tracts hardest hit by foreclosures. The Consortium may adjust the allocation of funds among the proposed activities to ensure that all funds are expended within NSP2 guidelines. The 25% minimum allocated for Very-Low Income activities will be maintained as required under NSP2 regulations.

Activity B - Acquisition/Rehabilitation - Purchase Assistance Loans.

Under the eligible activity (B) Acquisition/Rehabilitation, the Consortium plans to allocate up to \$3,535,755 to this program to assist a minimum of 99 eligible homebuyers purchase foreclosed homes by providing downpayment and/or closing cost assistance. Downpayment assistance will not exceed 50% of original acquisition costs.

As administrator of the Purchase Assistance Loan, the Housing Trust of Santa Clara County (HTSCC) will award homeownership assistance loans of up to \$50,000 or 20% of the purchase price of the home, whichever is less, to income eligible homebuyers purchasing foreclosed homes, on an over-the-counter basis. The eligible uses will include downpayment assistance not to exceed 50% of purchase price, closing costs and minor repairs of foreclosed homes to facilitate the acquisition.

The loan will be a 30-year interest deferred promissory note secured by a deed of trust, held in second or third position, and at a 0% simple interest rate. The note will be due in 30 years, or at sale, title transfer, refinance or expiration of note and affordability term as a balloon payment; except in the event of a foreclosure that results in no net proceeds or when the net proceeds are insufficient to repay the full amount of the assistance. If there are no net proceeds from the sale, then the remaining balance of the loan shall be forgiven. This model has been adopted from the HOME Program-Homebuyer Activities, Recapture/Resale requirements.

All recipients of funds will be required to make a minimum 3% downpayment and attend at least 8 hours of homebuyer counseling offered by Consortium member Neighborhood Housing Services Silicon Valley or another HUD-approved counseling service. The assisted unit must remain as the homeowner primary residence.

Though property values have decreased over 35% in the targeted areas, the cost of housing in Santa Clara County remains high. The Purchase Assistance Loan program will enable income eligible households to realize affordable homeownership while participating in community neighborhood stabilization efforts supported by the City Code Enforcement Unit, Strong Neighborhood Initiative, and the Foreclosure Prevention Task Force, a consortium of nonprofit housing and legal services agencies, real estate and lending professionals, and local jurisdictions.

Purchase Assistance Loan financing will also be made available to income eligible households purchasing homes that the Consortium has acquired and rehabilitated as part of eligible use (B).

The Consortium will ensure that the homebuyer obtains a mortgage loan from a lender who agrees to comply with the bank regulator guidance for non-traditional mortgages under the Statement of Subprime Mortgage Lending issued by the Office of Comptroller of the Currency, Board of Governors of the Federal Reserve System, Federal Deposit Insurance Corporation, Department of Treasury and National Credit Union Administration (Statement). In accordance with the Statement, the Consortium will not permit homebuyers to obtain subprime mortgages, including homebuyers who qualify for traditional mortgage loans.

Additionally, if an NSP2 assisted home was previously assisted with HOME funds, but on which the affordability restrictions have been terminated through foreclosure or transfer in lieu of foreclosure (Deed in Lieu), the Consortium will revive the HOME affordability restrictions to the greater of the remaining period of HOME affordability or the continuing affordability requirement as stipulated.

Activity E - Redevelop Demolished or Vacant Properties (25% Set-Aside)

To serve members of the community who qualify as very low income households, the Consortium will allocate up to \$3,211,000 for loans to eligible non-profits developers for the redevelopment of vacant properties to create up to 18 units of affordable, permanent rental housing at the HOME Low Rents or any HUD rent consistent with the policies and procedures to individuals and families at or below 50% AMI. A maximum loan of \$175,000 will be available to a qualified nonprofit for each unit of affordable housing created. Flexible Terms of the loan to nonprofits include an up to 4.00% interest rate, for 30-year loan term with the minimum required affordability period. Deferred loans will be



considered to ensure affordability and project feasibility. The nonprofit will also be required to submit a property management plan for review and approval by the Housing Department Asset Manager as well as Annual inspection for maintenance, local housing standards and rent roll. Nonprofits providing permanent housing solutions to special needs populations will also be required to document support services funding.

**Consortium Members:**

Included in the San Jose Consortium are the Housing Trust of Santa Clara County (HTSCC), who will serve as the Lead Agency of the Consortium, the City of San Jose Housing Department (The City) and Neighborhood Housing Services Silicon Valley (NHSSV). The Consortium combines the strengths of its three member organizations to build on their respective expertise and to maximize efficiency and effectiveness. Each of the members has direct experience administering all of the various programs and activities outlined in this application. Each has been engaged in housing acquisition and rehabilitation. Each has managed down payment assistance programs. Each has leveraged millions of dollars in lending capital on behalf of its low- and moderate-income constituents. Each has been deeply engaged in neighborhood revitalization activities over the past ten years either directly or through the provision of development financing. Each has close working relationships with the business and real estate sectors; and with the low-income communities afflicted by the foreclosure crisis. The Consortium currently possesses the capacity to both implement the scope of work quickly upon receipt of the NSP funds and to leverage extensive administrative and programmatic staff resources. Because of this depth of experience and capacities, the Consortium is able to implement the proposed activities while utilizing less than the permitted 10% maximum for administration; thus dedicating a greater percentage of NSP-2 funds to bringing direct impact on selected San Jose neighborhoods.

Lead Agency: Housing Trust of Santa Clara County

HTSCC is a 10 year old, 501(c)(3) public benefit, nonprofit community lending organization, located in San Jose, CA. The mission of HTSCC is to leverage public and private resources, to act as a catalyst for the creation of additional affordable housing, and to help low and moderate-income households in Santa Clara County in the purchase of their first home. Since 1999, HTSCC has raised over \$38,000,000 in voluntary contributions from the public and private sector for the development of low-income housing and for the provision of loans to first-time low- and moderate-income homebuyers.

Over this same period, we have invested in over 7800 housing opportunities through three main programs: Loans to multifamily housing developers aimed at the creation of new rental housing units; loans to first-time homebuyers, helping to create over 2040 new low- and moderate-income homeowners in Santa Clara County; and grants to agencies serving homeless or at-risk of homelessness households through the provision of emergency rental assistance and other housing grants.

HTSCC has the experience necessary to successfully implement the NSP2 grant program. HTSCC will directly manage the \$4,100,000 down payment assistance program outlined in this application (Purchase Assistance Loans). HTSCC has made over \$14,000,000 in down payment assistance loans since 2001. Of the 2040 loans HTSCC has made to homebuyers throughout Santa Clara County, only 8 borrowers have defaulted; less than 0.04%.

HTSCC works only with approved lenders and real estate agents. Homebuyers must attend homebuyer education and counseling sessions; and may access only 30-year fixed-rate mortgages. In this way, HTSCC has been a major force in the provision of down payment assistance, ensuring that low- and moderate-income homebuyers purchase homes that they can afford with loan products that provide successful outcomes in the best interest of the homebuyer. HTSCC borrowers may not use adjustable rate or other high-risk mortgage products.

Consortium Partner: City of San Jose Housing Department

The City of San Jose is a recognized leader in the creation of affordable housing, with a record of creating over 17,000 units of affordable housing since the creation of the City’s Housing Department in 1988. The Housing Department has a strong professional staff experienced in partnering with nonprofit and for-profit developers in the development of new affordable housing and rehabilitation of existing housing stock. The expertise of the City’s Project Development Program staff includes underwriting, urban planning and project management.

Consortium Partner: Neighborhood Housing Services Silicon Valley

Neighborhood Housing Services Silicon Valley (NHS) provides programs and services that promote and support responsible homeownership as a means of revitalizing neighborhoods and engendering community pride and economic stability. As a HUD-approved housing counseling

**How to Get Additional Information:**

To learn more about the San Jose Consortium and our NSP2 grant, please contact the following individuals and organizations:  
 Lead Agency: Housing Trust of Santa Clara County - [www.housingtrustscc.org](http://www.housingtrustscc.org) - 95 So. Market St, Suite 610, San Jose, CA 95113  
 Contact: Kevin Zwick, Executive Director - [kevin@housingtrustscc.org](mailto:kevin@housingtrustscc.org) - 408-436-3450 x225  
 Contact: Dan Lachman, Homeownership Program Manager - [dan@housingtrustscc.org](mailto:dan@housingtrustscc.org) - 408-436-3450 x230  
 Contact: Tara Hood, Grants Administrator - [tara@housingtrustscc.org](mailto:tara@housingtrustscc.org) - 408-436-3450 x228

Consortium Member - City of San Jose Housing Department - [www.sjhousing.org](http://www.sjhousing.org) -- 200 East Santa Clara Street, San Jose, CA 95113  
 Contact: Sandra Murillo, CDBG/HOME Program Manager - [sandra.murillo@sanjoseca.gov](mailto:sandra.murillo@sanjoseca.gov) - 408-975-4415  
 Contact: Jacky Morales-Ferrand - Assistant Director - [jacky.morales-ferrand@sanjoseca.gov](mailto:jacky.morales-ferrand@sanjoseca.gov) 408-535-3855  
 Contact: James Stagi - Rehab Administrator - [james.stagi@sanjoseca.gov](mailto:james.stagi@sanjoseca.gov) - 408-535-8238

Consortium Member - Neighborhood Housing Services Silicon Valley - [www.nhssv.org](http://www.nhssv.org) -- 1156 North Fourth St, San Jose, CA 95112  
 Contact: Matt Huerta, Executive Director - [mhuerta@nhssv.org](mailto:mhuerta@nhssv.org) -- 408-279-2600

Overall	This Report Period	To Date
<b>Total Projected Budget from All Sources</b>	N/A	\$45,000,000.00
<b>Total Budget</b>	\$18,000,000.00	\$43,000,000.00
<b>Total Obligated</b>	\$3,771,363.33	\$17,855,983.37
<b>Total Funds Drawdown</b>	\$3,423,127.68	\$17,483,279.67

<b>Program Funds Drawdown</b>	\$594,350.67	\$13,553,508.60
<b>Program Income Drawdown</b>	\$2,828,777.01	\$3,929,771.07
<b>Program Income Received</b>	\$1,955,148.99	\$4,576,979.96
<b>Total Funds Expended</b>	\$4,344,903.40	\$17,937,918.53
<b>Match Contributed</b>	\$861,400.20	\$1,111,400.20

## Progress Toward Required Numeric Targets

<b>Requirement</b>	<b>Required</b>	<b>To Date</b>
<b>Overall Benefit Percentage (Projected)</b>		0.00%
<b>Overall Benefit Percentage (Actual)</b>		0.00%
<b>Minimum Non-Federal Match</b>	\$0.00	\$1,111,400.20
<b>Limit on Public Services</b>	\$0.00	\$0.00
<b>Limit on Admin/Planning</b>	\$2,500,000.00	\$445,585.76
<b>Limit on State Admin</b>	\$0.00	\$445,585.76

## Progress Toward Activity Type Targets

<b>Activity Type</b>	<b>Target</b>	<b>Actual</b>
<b>Administration</b>	\$2,500,000.00	\$1,800,000.00

## Progress Toward National Objective Targets

<b>National Objective</b>	<b>Target</b>	<b>Actual</b>
<b>NSP Only - LH - 25% Set-Aside</b>	\$6,250,000.00	\$8,961,000.00

## Overall Progress Narrative:

The following consists of a summary of the San Jose NSP2 Consortium's (Consortium) progress during Q1 2012 by activity area:

**Grant Management (Administrative Activities):** During Q1, the San Jose NSP2 Consortium (Consortium) continued to hold its regularly scheduled Steering Committee Meetings to discuss the progression of NSP2 activities. The Lead Member processed over 30 reimbursement requests from the City of San Jose, consisting of reimbursements for acquisition and rehabilitation activities. This high volume of activity triggered a monitoring review by HUD, in response to HUD HQ's request to review Grantees who had excessive draw activity the month prior to the expenditure deadline of February 2012. The review of reimbursement supporting documentation was conducted in early March and is expected to be completed in April 2012. Staff changes occurred during this reporting period. The Lead Member's Grant Administrator resigned in December. The position was quickly filled with an NSP experienced retiree from the City of San Jose. This allowed for consistency in program administration. A total of 29 FTE were supported with NSP2 funding during this reporting period.

**Marketing and Outreach Activities:** During Q1 of 2012, Community Outreach Specialist continued to focus marketing and outreach efforts to increase awareness, educate and promote the NSP2 activities to various community groups, non-profit agencies and the general public throughout. As the Marketing and Outreach Committee chair, the Specialist organized Consortium representatives to review and enhance the consistency of the message used to inform the public of the availability of homeownership assistance through both the Purchase Assistance Loan (PAL) Program and the San Jose Dream Home Program. Working with the San Jose Dream Home and Neighborhood Housing Services staff, 4 informational workshops were offered to the public and resulted in 173 attendees. Additionally, two social media and two newspaper advertisements were published. Staff was invited to

one regional professional association, two nonprofit organizations, one regional real estate association event and one county-wide program to present the PAL and Dream Home programs to realtors, lenders and homeowners. Flyers in English, Spanish and Vietnamese were delivered to libraries and 29 email invitations to informal workshops to Realtors with listed property for sale located in eligible census tracts. Lastly, staff participated in Spanish speaking Real Estate radio program 104.9 in San Jose.

Staff also began the development of an NSP2 website that is designed to link into the three Consortium member's website in addition to the Dream Home Developers - The Cypress Group and Community Rehabilitation Partners. Purchase Assistance Loan (PAL) Program (Homebuyer Assistance Activities - LMMI): During Q1 of 2012, the PAL Program conducted 4 informational workshops with a total of 173 attendees and provided purchase assistance loans totaling \$300,000 to a total of 6 households, including 1 low-income and 5 moderate income households.

January 2012- PAL Program Staff approved provided a purchase assistance loans to one (1) low income and one (1) moderate income homebuyers for a total of \$100,000. Matching funds of 5,000 were provided from the City of San Jose's State-funded Welcome Home program.</>

February 2012 - No loans were closed in February.

March 2012 - PAL Program Staff provided purchase assistance loans to four (4) moderate income homebuyers for a total of \$200,000. Matching funds totaling \$24,380 were provided by Neighborhood Housing Services Silicon Valley and ChDAP.

Purchase Assistance Loan (PAL) Program (Homebuyer Assistance Activities - 25% Set Aside): During Q1 of 2012, the PAL Program provided purchase assistance loans totaling \$83,800 to two (2) households with incomes at or below 50% AMI. Matching funds totaling \$50,000 were provided by the City of San Jose's Welcome Home program.

San Jose Dream Home Program (Acquisition & Rehabilitation Activities - LMMI San Jose Dream Home (SJDH) Program (Acquisition & Rehabilitation Activities-LMMI): Program-to-date, 33 homes have been acquired. During Q1 of 2012, Developers for the SJDH -The Cypress Group and Community Rehabilitation Partners - completed rehab on 9 homes and 8 are under construction. Of the 9 homes completed, 8 are under a purchase contract and 1 is pending listing. Program-to-date development subsidies under this activity total \$6,178,177 or an average of \$386,136.

A total of 16 homes have been resold, including 8 in previous reporting periods and 8 during this reporting period. To date \$1,027,602 in homebuyer assistance has been made available to the 16 households, consisting of \$423,200 in NSP2 funds, \$485,902 in matching HOME funds, and \$118,500 in State CalHome funds. The average homebuyer assistance loan provided under this activity was \$64,225.

Of the 16 households, 9 are low-income and 7 are moderate income. A total of 3 female head of households have been assisted with the program.

In Q1 2012, nearly \$2 Million in program income was received for a program total of \$4.6 million.

Homebuyer Education Program (Homebuyer Education Classes): During Q1 of 2012, a total of 6 homebuyer education classes were conducted with a total of 138 attendees.

Very-Low Income (VLI) Rental Program 25% Set-Aside Rehab Activities: Very-Low Income (VLI) Rental Program 25% Set-Aside Rehab Activities: The Taylor Oak Project located at 2726-2738 Kollmar Drive in San Jose in under construction.

Relocation of the tenants is mostly complete. Work has started in the first 22 units with progress ranging from demolition in progress to cabinets and trim being installed. The permit for the seismic retrofit of the building was recently obtained. Exterior work and site improvements are targeted to start in June. The entire construction project is expected to be completed by 10-31-12.

#### Development of Vacant Land:

The Consortium has allocated up to \$3,211,000 for loans to eligible nonprofit developers for the redevelopment of vacant properties to create up to 18 units of affordable, permanent rental housing for individuals or families at or below 50% AMI.

Eden Housing's Ford and Monterey Special Needs Housing project was awarded the funds. Project is currently pending approval of a HUD 811 Capital Grant. A May 2012 closing is anticipated, with ground breaking shortly thereafter. NEPA requirements have been met.

#### Overall Progress To Date

Total Single Family Properties Acquired: 33

Total Single Family Properties Resold: 16

Total Down Payment Assistance Loans Provided: 41

Total Multi-Family Units Acquired: 59

Total Multi-Family Units Completed & Occupied: 0

Total Special Needs Units - Development: 18

Total Special Needs Units Completed and Occupied: 0



**Program Income Account:**

The Acquisition/Rehabilitation activity has been successful with full use of its budget of \$10.6 million in fall 2011, with the purchase of 33 properties. The resale of the properties has generated over \$4 million in program income. It is anticipated that this activity will generate approximately \$20 million in Program Income. The Program Income Account reflects this anticipated income, of which \$18 million was budgeted in this activity and the remaining \$2 million has been budgeted in the Administration activity, for a total program budget including program funds and program income of \$45 million. The additional \$2 million for Administration will be budgeted in the Q2 Action Plan.

## Project Summary

Project #, Project Title	This Report Period	To Date	
	Program Funds Drawdown	Project Funds Budgeted	Program Funds Drawdown
0001, Financing Mechanisms	\$0.00	\$64,245.00	\$64,244.92
0002, Acq/Rehab (Eligible Use B)	\$584,294.23	\$37,924,755.00	\$13,199,479.61
0003, Administration	\$3,138.45	\$3,800,000.00	\$282,866.08
0004, Construction (Eligible Use E)	\$6,917.99	\$3,211,000.00	\$6,917.99
9999, Restricted Balance	\$0.00	\$0.00	\$0.00



## Activities

**Grantee Activity Number:** A-01-200  
**Activity Title:** PAL - LMMI

**Activity Category:**

Homeownership Assistance to low- and moderate-income

**Project Number:**

0001

**Projected Start Date:**

05/03/2010

**Benefit Type:**

Direct Benefit (Households)

**National Objective:**

NSP Only - LMMI

**Activity Status:**

Under Way

**Project Title:**

Financing Mechanisms

**Projected End Date:**

02/10/2013

**Completed Activity Actual End Date:**

**Responsible Organization:**

Housing Trust of Santa Clara County

Overall	Jan 1 thru Mar 31, 2012	To Date
<b>Total Projected Budget from All Sources</b>	N/A	\$64,245.00
<b>Total Budget</b>	\$0.00	\$64,245.00
<b>Total Obligated</b>	\$0.00	\$64,244.92
<b>Total Funds Drawdown</b>	\$0.00	\$64,244.92
<b>Program Funds Drawdown</b>	\$0.00	\$64,244.92
<b>Program Income Drawdown</b>	\$0.00	\$0.00
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Total Funds Expended</b>	\$0.00	\$64,244.92
Housing Trust of Santa Clara County	\$0.00	\$64,244.92
<b>Match Contributed</b>	\$0.00	\$0.00

### Activity Description:

Under the eligible activity (A) Establish Financing Mechanisms, the Consortium plans to allocate up to \$64,245.00 to this program to assist a minimum of 1 eligible homebuyer to a purchase foreclosed home by providing downpayment and/or closing cost assistance. Downpayment assistance will not exceed 50% of original acquisition costs.

As administrator of the Purchase Assistance Loan, the Housing Trust of Santa Clara County (HTSCC) will award homeownership assistance loans of up to \$50,000 or 20% of the purchase price of the home, whichever is less, to income eligible homebuyers purchasing foreclosed homes, on an over-the-counter basis. The eligible uses will include downpayment assistance not to exceed 50% of purchase price, closing costs and minor repairs of foreclosed homes to facilitate the acquisition.

The loan will be a 30-year interest deferred promissory note secured by a deed of trust, held in second or third position, and at a 3% simple interest rate.

The note will be due in 30 years, or at sale, title transfer, refinance or expiration of note and affordability term as a balloon payment; except in the event of a foreclosure that results in no net proceeds or when the net proceeds are insufficient to repay the full amount of the assistance. If there are no net proceeds from the sale, then the remaining balance of the loan shall be forgiven. This model has been adopted from the HOME Program-Homebuyer Activities, Recapture/Resale requirements.

All recipients of funds will be required to make a minimum 3% downpayment and attend at least 8 hours of homebuyer counseling offered by Consortium member Neighborhood Housing Services Silicon Valley or another HUD-certified homebuyer counseling service. The assisted unit must remain as the homeowner's primary residence.

Though property values have decreased over 35% in the targeted areas, the cost of housing in Santa Clara County remains high. The Purchase Assistance Loan program will enable income eligible households to realize affordable homeownership while participating in community neighborhood stabilization efforts supported by the City's Code Enforcement Unit, Strong Neighborhood Initiative, and the Foreclosure Prevention Task Force, a consortium of nonprofit housing and legal services agencies, real estate and lending professionals, and local jurisdictions.



Purchase Assistance Loan financing will also be made available to income eligible households purchasing homes that the Consortium has acquired and rehabilitated as part of eligible use (B). The Consortium will ensure that the homebuyer obtains a mortgage loan from a lender who agrees to comply with the bank's regulator's guidance for non-traditional mortgages under the Statement of Subprime Mortgage Lending issued by the Office of Comptroller of the Currency, Board of Governors of the Federal Reserve System, Federal Deposit Insurance Corporation, Department of Treasury and National Credit Union Administration (Statement). In accordance with the Statement, the Consortium will not permit homebuyers to obtain subprime mortgages for whom such mortgages are inappropriate, including homebuyers who qualify for traditional mortgage loans. Additionally, if an NSP2 assisted home was previously assisted with HOME funds, but on which the affordability restrictions have been terminated through foreclosure or transfer in lieu of foreclosure (Deed in Lieu), the Consortium will revive the HOME affordability restrictions to the greater of the remaining period of HOME affordability or the continuing affordability requirement as stipulated.

**Location Description:**

35 Census Tracts in San Jose that score an average of 18 or higher on HUD's NSP2 foreclosure need tool using Method 1. These Census Tracts comprise our Target Geography and are located throughout San Jose. This Target Geography includes Central San Jose, South San Jose, Alum Rock, Edenvale, Coyote, Willow Glen, Berryessa, and Evergreen.

**Activity Progress Narrative:**

No Activity This Period.

**Accomplishments Performance Measures**

	This Report Period	Cumulative Actual Total / Expected
	Total	Total
# of Housing Units	0	1/1
# of Singlefamily Units	0	1/1

**Beneficiaries Performance Measures**

	This Report Period			Cumulative Actual Total / Expected			
	Low	Mod	Total	Low	Mod	Total	Low/Mod%
# of Households	0	0	0	0/0	1/1	1/1	100.00
# Owner Households	0	0	0	0/0	1/1	1/1	100.00

**Activity Locations**

No Activity Locations found.

**Other Funding Sources Budgeted - Detail**

No Other Match Funding Sources Found

Other Funding Sources	Amount
No Other Funding Sources Found	
Total Other Funding Sources	



**Grantee Activity Number:** B-02-200  
**Activity Title:** PAL - LMMI

**Activity Category:**

Homeownership Assistance to low- and moderate-income

**Project Number:**

0002

**Projected Start Date:**

07/01/2010

**Benefit Type:**

Direct Benefit (Households)

**National Objective:**

NSP Only - LMMI

**Activity Status:**

Under Way

**Project Title:**

Acq/Rehab (Eligible Use B)

**Projected End Date:**

02/10/2013

**Completed Activity Actual End Date:**

**Responsible Organization:**

Housing Trust of Santa Clara County

Overall	Jan 1 thru Mar 31, 2012	To Date
<b>Total Projected Budget from All Sources</b>	N/A	\$3,535,755.00
<b>Total Budget</b>	\$0.00	\$3,535,755.00
<b>Total Obligated</b>	\$440,898.20	\$2,062,213.20
<b>Total Funds Drawdown</b>	\$388,898.21	\$2,000,210.99
<b>Program Funds Drawdown</b>	\$944.33	\$1,457,776.01
<b>Program Income Drawdown</b>	\$387,953.88	\$542,434.98
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Total Funds Expended</b>	\$300,000.00	\$2,023,724.08
Housing Trust of Santa Clara County	\$300,000.00	\$2,023,724.08
<b>Match Contributed</b>	\$49,380.00	\$49,380.00

**Activity Description:**

Under the eligible activity (B) Acquisition/Rehab, the Consortium plans to allocate up to \$3,535,755 to this program to assist up to 88 eligible homebuyers purchase foreclosed homes by providing downpayment and/or closing cost assistance. Downpayment assistance will not exceed 50% of original acquisition costs.

As administrator of the Purchase Assistance Loan, the Housing Trust of Santa Clara County (HTSCC) will award homeownership assistance loans of up to \$50,000 or 20% of the purchase price of the home, whichever is less, to income eligible homebuyers purchasing foreclosed homes, on an over-the-counter basis. The eligible uses will include downpayment assistance not to exceed 50% of purchase price, closing costs and minor repairs of foreclosed homes to facilitate the acquisition.

The loan will be a 30-year interest deferred promissory note secured by a deed of trust, held in second or third position, and at a 0% simple interest rate. The note will be due in 30 years, or at sale, title transfer, refinance or expiration of note and affordability term as a balloon payment; except in the event of a foreclosure that results in no net proceeds or when the net proceeds are insufficient to repay the full amount of the assistance. If there are no net proceeds from the sale, then the remaining balance of the loan shall be forgiven. This model has been adopted from the HOME Program-Homebuyer Activities, Recapture/Resale requirements.

All recipients of funds will be required to make a minimum 3% downpayment and attend at least 8 hours of homebuyer counseling offered by Consortium member Neighborhood Housing Services Silicon Valley or another HUD-certified homebuyer counseling service. The assisted unit must remain as the homeowner's primary residence.

Though property values have decreased over 35% in the targeted areas, the cost of housing in Santa Clara County remains high. The Purchase Assistance Loan program will enable income eligible households to realize affordable homeownership while participating in community neighborhood stabilization efforts supported by the City Code Enforcement Unit, Strong Neighborhood Initiative, and the Foreclosure Prevention Task Force, a consortium of nonprofit housing and legal services agencies, real estate and lending professionals, and local jurisdictions.

Purchase Assistance Loan financing will also be made available to income eligible households purchasing homes that the Consortium has acquired and rehabilitated as part of eligible use (B).

The Consortium will ensure that the homebuyer obtains a mortgage loan from a lender who agrees to comply with the bank's regulator's guidance for non-traditional mortgages under the Statement of Subprime Mortgage Lending



issued by the Office of Comptroller of the Currency, Board of Governors of the Federal Reserve System, Federal Deposit Insurance Corporation, Department of Treasury and National Credit Union Administration (Statement). In accordance with the Statement, the Consortium will not permit homebuyers to obtain subprime mortgages for whom such mortgages are inappropriate, including homebuyers who qualify for traditional mortgage loans.

Additionally, if an NSP2 assisted home was previously assisted with HOME funds, but on which the affordability restrictions have been terminated through foreclosure or transfer in lieu of foreclosure (Deed in Lieu), the Consortium will revive the HOME affordability restrictions to the greater of the remaining period of HOME affordability or the continuing affordability requirement as stipulated.

### Location Description:

35 Census Tracts in San Jose that score an average of 18 or higher on HUD's NSP2 foreclosure need tool using Method 1. These Census Tracts comprise our Target Georaphy and are located throughout San Jose. This Target Geography includes Central San Jose, South San Jose, Alum Rock, Edenvale, Coyote, Willow Glen, Berryessa, and Evergreen.

### Activity Progress Narrative:

Purchase Assistance Loan (PAL) Program (Homebuyer Assistance Activities - LMMI): Purchase Assistance Loan (PAL) Program (Homebuyer Assistance Activities - LMMI); During Q1 of 2012, the PAL Program conducted 4 informational workshops with a total of 173 attendees and provided purchase assistance loans totaling \$300,000 to a total of 6 households, including 1 low-income and 5 moderate income households.

January 2012 - PAL Program Staff approved provided a purchase assistance loans to one (1) low income and one (1) moderate income homebuyers for a total of \$50,000 each. Matching funds of \$25,000 was provided by the City's State-funded WelcomeHome program.

February 2012 - No loans were closed in February.

March 2012 - PAL Program Staff provided purchase assistance loans to four (4) moderate income homebuyers at \$50,000 each. Matching funds of \$24,380 was provided by Neighborhood Housing Services Silicon Valley and ChDAP.

### Accomplishments Performance Measures

	This Report Period	Cumulative Actual Total / Expected
	Total	Total
# of Housing Units	6	39/88
# of Singlefamily Units	6	39/88

### Beneficiaries Performance Measures

	This Report Period			Cumulative Actual Total / Expected			
	Low	Mod	Total	Low	Mod	Total	Low/Mod%
# of Households	1	5	6	17/44	22/44	39/88	100.00
# Owner Households	1	5	6	17/44	22/44	39/88	100.00

### Activity Locations

Address	City	County	State	Zip	Status / Accept
5421 Century Plaza Way	San Jose		California	95111-1821	Match / Y
4830 Plainfield Drive	San Jose		California	95111-	Match / Y
231 Banana Grove Ln	San Jose		California	95123-6406	Match / Y
4774 Renzo Ct	San Jose		California	95111-2655	Match / Y
106 Mayland Ct	San Jose		California	95138-1517	Match / Y
164 Brill Ct	San Jose		California	95116-1926	Match / Y

### Other Funding Sources Budgeted - Detail

**No Other Match Funding Sources Found**



**Other Funding Sources**

**Amount**

No Other Funding Sources Found

Total Other Funding Sources

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**Grantee Activity Number:** B-02-210  
**Activity Title:** PAL - 25% Set Aside

**Activity Category:**

Homeownership Assistance to low- and moderate-income

**Project Number:**

0002

**Projected Start Date:**

02/01/2011

**Benefit Type:**

Direct Benefit (Households)

**National Objective:**

NSP Only - LH - 25% Set-Aside

**Activity Status:**

Under Way

**Project Title:**

Acq/Rehab (Eligible Use B)

**Projected End Date:**

02/10/2013

**Completed Activity Actual End Date:**

**Responsible Organization:**

Housing Trust of Santa Clara County

Overall	Jan 1 thru Mar 31, 2012	To Date
<b>Total Projected Budget from All Sources</b>	N/A	\$500,000.00
<b>Total Budget</b>	\$0.00	\$500,000.00
<b>Total Obligated</b>	\$50,000.00	\$176,928.00
<b>Total Funds Drawdown</b>	\$0.00	\$126,928.00
<b>Program Funds Drawdown</b>	\$0.00	\$126,928.00
<b>Program Income Drawdown</b>	\$0.00	\$0.00
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Total Funds Expended</b>	\$83,800.00	\$210,728.00
Housing Trust of Santa Clara County	\$83,800.00	\$210,728.00
<b>Match Contributed</b>	\$50,000.00	\$50,000.00

**Activity Description:**

Under the eligible activity (B) Acquisition/Rehab, the Consortium plans to allocate up to \$500,000 to this program to assist up to 12 eligible homebuyers, at or below 50% AMI, purchase foreclosed homes by providing downpayment and/or closing cost assistance. Downpayment assistance will not exceed 50% of original acquisition costs.

As administrator of the Purchase Assistance Loan, the Housing Trust of Santa Clara County (HTSCC) will award homeownership assistance loans of up to \$50,000 or 20% of the purchase price of the home, whichever is less, to income eligible homebuyers purchasing foreclosed homes, on an over-the-counter basis. The eligible uses will include downpayment assistance not to exceed 50% of purchase price, closing costs and minor repairs of foreclosed homes to facilitate the acquisition.

The loan will be a 30-year interest deferred promissory note secured by a deed of trust, held in second or third position, and at a 0% simple interest rate. The note will be due in 30 years, or at sale, title transfer, refinance or expiration of note and affordability term as a balloon payment; except in the event of a foreclosure that results in no net proceeds or when the net proceeds are insufficient to repay the full amount of the assistance. If there are no net proceeds from the sale, then the remaining balance of the loan shall be forgiven. This model has been adopted from the HOME Program-Homebuyer Activities, Recapture/Resale requirements.

All recipients of funds will be required to make a minimum 3% downpayment and attend at least 8 hours of homebuyer counseling offered by Consortium member Neighborhood Housing Services Silicon Valley or another HUD-certified homebuyer counseling service. The assisted unit must remain as the homeowner's primary residence.

Though property values have decreased over 35% in the targeted areas, the cost of housing in Santa Clara County remains high. The Purchase Assistance Loan program will enable income eligible households to realize affordable homeownership while participating in community neighborhood stabilization efforts supported by the City Code Enforcement Unit, Strong Neighborhood Initiative, and the Foreclosure Prevention Task Force, a consortium of nonprofit housing and legal services agencies, real estate and lending professionals, and local jurisdictions.

Purchase Assistance Loan financing will also be made available to income eligible households purchasing homes that the Consortium has acquired and rehabilitated as part of eligible use (B).

The Consortium will ensure that the homebuyer obtains a mortgage loan from a lender who agrees to comply with the bank's regulator's guidance for non-traditional mortgages under the Statement of Subprime Mortgage Lending



issued by the Office of Comptroller of the Currency, Board of Governors of the Federal Reserve System, Federal Deposit Insurance Corporation, Department of Treasury and National Credit Union Administration (Statement). In accordance with the Statement, the Consortium will not permit homebuyers to obtain subprime mortgages for whom such mortgages are inappropriate, including homebuyers who qualify for traditional mortgage loans. Additionally, if an NSP2 assisted home was previously assisted with HOME funds, but on which the affordability restrictions have been terminated through foreclosure or transfer in lieu of foreclosure (Deed in Lieu), the Consortium will revive the HOME affordability restrictions to the greater of the remaining period of HOME affordability or the continuing affordability requirement as stipulated.

**Location Description:**

35 Census Tracts in San Jose that score an average of 18 or higher on HUD's NSP2 foreclosure need tool using Method 1. These Census Tracts comprise our Target Geography and are located throughout San Jose. This Target Geography includes Central San Jose, South San Jose, Alum Rock, Edenvale, Coyote, Willow Glen, Berryessa, and Evergreen.

**Activity Progress Narrative:**

Purchase Assistance Loan (PAL) Program (Homebuyer Assistance Activities - 25% Set Aside: During Q1 2012, PAL assisted two (2) households with incomes at or below 50% AMI, for a total of \$83,800. Matching funds from the City of San Jose's State-funded WelcomeHome program were provided at \$25,000 each.

**Accomplishments Performance Measures**

	This Report Period	Cumulative Actual Total / Expected
	Total	Total
# of Housing Units	2	5/12
# of Singlefamily Units	2	5/12

**Beneficiaries Performance Measures**

	This Report Period			Cumulative Actual Total / Expected			
	Low	Mod	Total	Low	Mod	Total	Low/Mod%
# of Households	2	0	2	5/12	0/0	5/12	100.00
# Owner Households	2	0	2	5/12	0/0	5/12	100.00

**Activity Locations**

Address	City	County	State	Zip	Status / Accept
393 Kenbrook Cir	San Jose		California	95111-3217	Match / Y
5772 Halleck Dr	San Jose		California	95123-2548	Match / Y

**Other Funding Sources Budgeted - Detail**

**No Other Match Funding Sources Found**

Other Funding Sources	Amount
No Other Funding Sources Found	
Total Other Funding Sources	



**Grantee Activity Number: B-02-300**

**Activity Title: Acquisition-Rehab-Resale - LMMI**

**Activity Category:**

Rehabilitation/reconstruction of residential structures

**Project Number:**

0002

**Projected Start Date:**

07/01/2010

**Benefit Type:**

Direct Benefit (Households)

**National Objective:**

NSP Only - LMMI

**Activity Status:**

Under Way

**Project Title:**

Acq/Rehab (Eligible Use B)

**Projected End Date:**

02/10/2013

**Completed Activity Actual End Date:**

**Responsible Organization:**

City of San Jose

**Overall**

	<b>Jan 1 thru Mar 31, 2012</b>	<b>To Date</b>
<b>Total Projected Budget from All Sources</b>	N/A	\$28,639,000.00
<b>Total Budget</b>	\$18,000,000.00	\$28,639,000.00
<b>Total Obligated</b>	\$3,116,010.68	\$11,034,895.53
<b>Total Funds Drawdown</b>	\$2,876,774.82	\$10,795,659.67
<b>Program Funds Drawdown</b>	\$580,635.93	\$8,295,446.70
<b>Program Income Drawdown</b>	\$2,296,138.89	\$2,500,212.97
<b>Program Income Received</b>	\$1,955,148.99	\$4,576,979.96
<b>Total Funds Expended</b>	\$3,698,307.84	\$11,730,628.77
City of San Jose	\$3,698,307.84	\$11,730,628.77
<b>Match Contributed</b>	\$735,223.71	\$735,223.71

**Activity Description:**

The City of San Jose, as the responsible entity for the Consortium, will seek to purchase a portfolio of foreclosed homes in the target geography from one or more lenders or in the market at a 1% discount of the current market appraised value as defined as a property value established through an appraisal made in conformity with URA appraisal requirements.

Following acquisition, the City will rehabilitate the homes to mitigate any damage due to deferred maintenance or vandalism. Energy saving green technology will be incorporated whenever practicable and utilizing the Build-It-Green system. Common upgrades such as furnace replacement, duct sealing, attic insulation and replacement lights and appliance upgrades can potentially reduce energy bills by up to 38%. The homes will then be sold to income-qualified households at or below the City's cost of acquisition and rehabilitation.

The Consortium will allocate up to \$10,639,000 to this program. In addition to the direct acquisition and/or rehabilitation of foreclosed properties by the City, funds will be made available to nonprofit and responsible for-profit developers through a competitive RFQ process. We estimate that up to \$360,000 of NSP funds will be invested in each house which will be repaid by the sales proceeds. The first phase of the program will consist of up to 32 homes. As homes are sold to qualified households, the funds will revolve, enabling the purchase and rehabilitation of the second phase of 32 homes. Homebuyers under this program will be required to meet the same criteria as required the Purchase Assistance Loan Program, which includes a minimum 3% down-payment, successfully complete a minimum of 8 hours of homebuyer counseling as offered by Consortium member Neighborhood Housing Services of Silicon Valley or another HUD-certified homeownership service, and occupy the assisted home as their primary residence.

Market research by the Consortium has indicated that foreclosed homes requiring extensive rehabilitation in the target market are currently being sold for approximately \$250,000. The Consortium intends to acquire vacant, foreclosed properties that propose the greatest threat of blight, vandalism and gang related activity.

The Consortium expects to purchase a foreclosed property in an identified target area for \$250,000 including the 1% discount, add estimated rehab costs of \$100,000, including contractor profit and overhead of 10%, and an estimated \$10,000 of acquisition and holding costs for a total acquisition and rehabilitation cost of \$360,000. Home prices for traditional sales (non-foreclosed properties) of homes in good condition in our target geography range from \$350,000 to \$400,000, ensuring a market will exist for the Consortium's rehabilitated homes.

Based on the example above, this home would be sold to income-qualified households at or below the cost of acquisition and



rehabilitation. This would easily provide affordability to a family of four earning up to \$126,600 (120% of County AMI) as shown below, and Soft seconds and equity share loans will be made available to expand the affordability range to low-income families. The Consortium is confident that homes in the target census tracts, particularly homes that have undergone recent rehabilitation, can be sold. According to the Santa Clara County Association of Realtors June 2009 Sales Report, the median price for a single-family homes selling under \$500,000 in San Jose is \$365,000. It is anticipated that the homes acquired under this program will be placed on the market well below the overall San Jose median price of \$410,000, enhancing their marketability and promoting the success of the program.

Additional down payment assistance from other sources will be permitted in this program.

Using the housing cost standard of 38%, a household income of approximately \$84,432 would be necessary to qualify for this purchase. For a household size of four with income at the middle-income (120% AMI) maximum of \$126,600 would be able to easily afford this housing purchase.

The Consortium recognizes that acquisition of foreclosed properties is the key to a successful NSP program. The Consortium will work with the Santa Clara County Association of Realtors, the National Association of Hispanic Real Estate Professional, California Association of Mortgage Brokers, Silicon Valley Chapter, and other local lenders to facilitate the acquisition and financing of foreclosed properties in the target market. The Consortium has contacted the National Community Stabilization Trust to request technical assistance in the purchase of properties in bulk prior to listing in the Multiple Listing Service (MLS). The Consortium is familiar with the Real Estate Owned (REO) Property Acquisition Program and REO Capital Fund programs developed by the National Community Stabilization Trust. It is our intention to explore opportunities to participate in these programs.

The Consortium is also working with the foreclosure departments of financial institutions that hold significant quantities of foreclosed property to request their listings of properties in the Target Geographies.

The Department of Housing of the City of San Jose has extensive experience in housing rehabilitation with an active staff of 16, including eight Rehabilitation Inspectors. Housing Rehabilitation staff will provide crucial oversight of housing rehabilitation projects developed by nonprofit or for-profit entities receiving NSP funds to acquire and rehabilitate foreclosed properties. This oversight will insure that the work is done efficiently, in a cost-effective manner, and in compliance with employment and contracting rules as they relate to Equal Opportunity Employment, Section 3 Economic Opportunity, MBE/WBE, Davis-Bacon Act, lead hazard abatement and NEPA. As this oversight is an important component of the Consortium's NSP2 program, the City will be seeking to add an additional Rehabilitation Inspector during the course of this program.

The Consortium plans to conduct an extensive outreach campaign to identify and market homes to low and moderate-income households. Neighborhood Housing Services of Silicon Valley conducts regular first-time homebuyer workshops that will be one avenue for developing a pool of potential buyers. NHSSV generally maintains a pool of 30 to 40 pre-approved, ready-to-buy households. NHSSV, with monitoring by the City of San Jose, Housing Department to ensure compliance with fair housing regulations and efforts to affirmatively further fair housing, will perform the necessary buyer qualification process to insure that income-targeting goals are met. The Housing Department's Homebuyer Program consists of 3 full-time employees knowledgeable and experienced in homebuyer underwriting and will be available to assist with the NSP2 programs.

## Location Description:

Thirty-five (35) Census tracts (tracts) in San Jose qualify as "target geographies" based on HUD's NSP2 need calculation tool using method 1 as specified in the Notice of Funding Availability. (See Table below) Collectively, these tracts average a score of 18 points on the 1-through-20 needs index provided by the NSP calculation tool.

Table 1.2 - City of San Jose Qualifying Target Geographies

By Census Tract, City, Zip Code, Planning Area

5009.02, San Jose, 95112, Central; 5011, San Jose, 95112, Central  
5024, San Jose, 95125, Willow Glen; 5025, San Jose, 95125, Willow Glen  
5031.03, San Jose, 95112, South; 5031.06, San Jose, 95122, South  
5031.11, San Jose, 95122, South; 5032.04, San Jose, 95111, South;  
5032.17, San Jose, 95111, South  
5033.04, San Jose, 95121, Evergreen; 5033.05, San Jose, 95122, Evergreen  
5033.17, San Jose, 95121, Evergreen; 5033.19, San Jose, 95135, Evergreen  
5033.2, San Jose, 95135, Evergreen; 5033.28, San Jose, 95138, Evergreen  
5034.01, San Jose, 95122, Alum Rock; 5035.04, San Jose, 95122, Alum Rock  
5035.08, San Jose, 95127, Alum Rock; 5035.1, San Jose, 95127, Alum Rock  
5037.02, San Jose, 95116, Alum Rock; 5037.06, San Jose, 95116, Alum Rock  
5037.07, San Jose, 95116, Alum Rock; 5039, San Jose, 95127, Alum Rock  
5040.02, San Jose, 95116, Alum Rock; 5041.02, San Jose, 95127, Alum Rock  
5043.1, San Jose, 95131, Berryessa; 5043.18, San Jose, 95112, Berryessa  
5120.01, San Jose, 95138, Edenvale; 5120.02, San Jose, 95138, Edenvale  
5120.16, San Jose, 95123, Edenvale; 5120.17, San Jose, 95111, Edenvale  
5120.21, San Jose, 95136, Edenvale; 5120.23, San Jose, 95123, Edenvale  
5120.29, San Jose, 95123, Edenvale  
5123.04, San Jose/ Morgan Hill, 95037, Coyote



## Activity Progress Narrative:

The City of San Jose pledged to provide \$250,000 in administrative cost as a match to the NSP2 program. From July 2011 to December 2011, the City provided \$130,821.71 in administration staff cost direct to this activity. Additionally, \$26,796.49 in Administrative staff cost has also been contributed. More information can be found in the City of San Jose Administrative Activity page of this report.

San Jose Dream Home Program (Acquisition & Rehabilitation Activities - LMMI San Jose Dream Home (SJDH) Program (Acquisition & Rehabilitation Activities-LMMI): Program-to-date, 33 homes have been acquired. During Q1 of 2012, Developers for the SJDH -The Cypress Group and Community Rehabilitation Partners - completed rehab on 9 homes and 8 are under construction. Of the 9 homes completed, 8 are under a purchase contract and 1 is pending listing. Program-to-date development subsidies under this activity total \$6,178,177 or an average of \$386,136.

A total of 16 homes have been resold, including 8 in previous reporting periods and 8 during this reporting period. To date \$1,027,602 in homebuyer assistance has been made available to the 16 households, consisting of \$423,200 in NSP2 funds, \$485,902 in matching HOME funds, and \$118,500 in State CalHome funds. The average homebuyer assistance loan provided under this activity was \$64,225.

Of the 16 households, 9 are low-income and 7 are moderate income. A total of 3 female head of households have been assisted with the program.

In Q1 2012, nearly \$2 Million in program income was received for a program total of \$4.6 million.

Homebuyer Education Program (Homebuyer Education Classes): During Q1 of 2012, a total of 6 homebuyer education classes were conducted with a total of 138 attendees.

## Accomplishments Performance Measures

	This Report Period	Cumulative Actual Total / Expected
	Total	Total
# of Properties	8	16/64
# of Parcels acquired voluntarily	0	0/0

	This Report Period	Cumulative Actual Total / Expected
	Total	Total
# of Housing Units	8	16/64
# of Singlefamily Units	8	16/64

## Beneficiaries Performance Measures

	This Report Period			Cumulative Actual Total / Expected			
	Low	Mod	Total	Low	Mod	Total	Low/Mod%
# of Households	4	4	8	10/32	6/32	16/64	100.00
# of Persons	0	0	0	0/0	0/0	0/0	0
# Owner Households	4	4	8	10/32	6/32	16/64	100.00

## Activity Locations

Address	City	County	State	Zip	Status / Accept
923 Maclay Dr	San Jose		California	95123-4530	Match / Y
2044 Malden Ave	San Jose		California	95122-2944	Match / Y
285 Shoshone Ct	San Jose		California	95127-1855	Match / Y
2045 Malden Ave	San Jose		California	95122-2935	Match / Y
294 Prairie View Ct	San Jose		California	95127-1853	Match / Y
2227 Bikini Ave	San Jose		California	95122-3010	Match / Y
199 Checkers Dr	San Jose		California	95116-1361	Match / Y
5273 Edenvale Ave	San Jose		California	95136-3353	Match / Y



## Other Funding Sources Budgeted - Detail

### Match Sources

	<b>Amount</b>
Housing Trust of Santa Clara County Matching Funds	\$1,500,000.00
Subtotal Match Sources	\$1,500,000.00

### Other Funding Sources

	<b>Amount</b>
No Other Funding Sources Found	
Total Other Funding Sources	\$1,500,000.00

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**Grantee Activity Number:** B-02-400

**Activity Title:** 25% Set-Aside Rental Program

**Activity Category:**

Rehabilitation/reconstruction of residential structures

**Project Number:**

0002

**Projected Start Date:**

08/01/2010

**Benefit Type:**

Direct Benefit (Households)

**National Objective:**

NSP Only - LH - 25% Set-Aside

**Activity Status:**

Under Way

**Project Title:**

Acq/Rehab (Eligible Use B)

**Projected End Date:**

02/10/2013

**Completed Activity Actual End Date:**

**Responsible Organization:**

City of San Jose

Overall	Jan 1 thru Mar 31, 2012	To Date
<b>Total Projected Budget from All Sources</b>	N/A	\$5,250,000.00
<b>Total Budget</b>	\$0.00	\$5,250,000.00
<b>Total Obligated</b>	\$42,163.82	\$4,042,163.82
<b>Total Funds Drawdown</b>	\$38,163.87	\$4,038,163.87
<b>Program Funds Drawdown</b>	\$2,713.97	\$3,319,328.90
<b>Program Income Drawdown</b>	\$35,449.90	\$718,834.97
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Total Funds Expended</b>	\$0.00	\$3,316,614.93
City of San Jose	\$0.00	\$3,316,614.93
<b>Match Contributed</b>	\$0.00	\$250,000.00

**Activity Description:**

The Consortium will allocate up to \$5,250,000 for loans to eligible nonprofit or responsible for-profit affordable housing developers for the acquisition and rehabilitation of foreclosed properties to create a minimum of 23 affordable, permanent rental housing, at the HOME Low Rent Limits or any HUD rent consistent with the policies and procedures, to individuals and families at or below 50% AMI. A maximum loan of \$150,000 will be available to a qualified nonprofit for each bed/unit of affordable housing created. Flexible Terms of the loan to nonprofits include up to a 4.00% interest rate, for at least a 30-year loan term with the minimum required affordability period or as consistent with the policies and procedures manual. Deferred loans will be considered to ensure affordability and project feasibility. The nonprofit will also be required to submit a property management plan for review and approval by the Housing Department Asset Manager. Annual inspection for maintenance, local housing standards and rent roll. Nonprofits providing permanent housing solutions to special needs populations will also be required to document support services funding.

**Location Description:**

35 Census Tracts in San Jose that score an average of 18 or higher on HUD's NSP2 foreclosure need tool using Method 1. These Census Tracts comprise our Target Geography and are located throughout San Jose. This Target Geography includes Central San Jose, South San Jose, Alum Rock, Edenvale, Coyote, Willow Glen, Berryessa, and Evergreen.

**Activity Progress Narrative:**

Very-Low Income (VLI) Rental Program 25% Set-Aside Rehab Activities:Very-Low Income (VLI) Rental Program 25% Set-Aside Rehab Activities: The Taylor Oak Project located at 2726-2738 Kollmar Drive in San Jose in under construction. Relocation of the tenants is mostly complete. Work has started in the first 22 units with progress ranging from demolition in progress to cabinets and trim being installed. The permit for the seismic retrofit of the building was recently obtained. Exterior work and site improvements are targeted to start in June. The entire construction project is expected to be completed by 10-31-12.



## Accomplishments Performance Measures

	This Report Period		Cumulative Actual Total / Expected	
	Total		Total	
# of Properties	0		0/0	
# of Parcels acquired by	0		0/0	
# of Parcels acquired voluntarily	0		0/0	
# ELI Households (0-30% AMI)	0		0/0	

	This Report Period		Cumulative Actual Total / Expected	
	Total		Total	
# of Housing Units	0		0/23	
# of Multifamily Units	0		0/23	

## Beneficiaries Performance Measures

	This Report Period			Cumulative Actual Total / Expected			
	Low	Mod	Total	Low	Mod	Total Low/Mod%	
# of Households	0	0	0	0/23	0/0	0/23	0
# of Persons	0	0	0	0/0	0/0	0/0	0
# Renter Households	0	0	0	0/23	0/0	0/23	0

## Activity Locations

No Activity Locations found.

## Other Funding Sources Budgeted - Detail

Match Sources	Amount
Housing Trust of Santa Clara County Matching Funds	\$500,000.00
Subtotal Match Sources	\$500,000.00
Other Funding Sources	Amount
No Other Funding Sources Found	
Total Other Funding Sources	\$500,000.00

<b>Grantee Activity Number:</b>	<b>E-03-200</b>
<b>Activity Title:</b>	<b>Development of Vacant Properties - 25% Set-Aside</b>

**Activity Category:**

Construction of new housing

**Project Number:**

0004

**Projected Start Date:**

11/01/2010

**Benefit Type:**

Direct Benefit (Households)

**National Objective:**

NSP Only - LH - 25% Set-Aside

**Activity Status:**

Under Way

**Project Title:**

Construction (Eligible Use E)

**Projected End Date:**

02/10/2013

**Completed Activity Actual End Date:**

**Responsible Organization:**

City of San Jose

<b>Overall</b>	<b>Jan 1 thru Mar 31, 2012</b>	<b>To Date</b>
<b>Total Projected Budget from All Sources</b>	N/A	\$3,211,000.00
<b>Total Budget</b>	\$0.00	\$3,211,000.00
<b>Total Obligated</b>	\$13,486.34	\$13,486.34
<b>Total Funds Drawdown</b>	\$12,486.46	\$12,486.46
<b>Program Funds Drawdown</b>	\$6,917.99	\$6,917.99
<b>Program Income Drawdown</b>	\$5,568.47	\$5,568.47
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Total Funds Expended</b>	\$0.00	\$0.00
City of San Jose	\$0.00	\$0.00
<b>Match Contributed</b>	\$0.00	\$0.00

**Activity Description:**

Under Eligible Use E, the Consortium will allocate up to \$3,211,000 for loans to eligible non-profit developers for the redevelopment of vacant properties to create up to 18 units of affordable, permanent rental housing, at the HOME Low Rent or any HUD rent consistent with the policies and procedures, to individuals and families at or below 50% AMI. A maximum loan of \$175,000 will be available to a qualified nonprofit for each unit of affordable housing created. Flexible Terms of the loan to nonprofits include an up to 4.00% interest rate, for at least a 30-year loan term with the minimum affordability requirement or consistent with the policies and procedures manual. Deferred loans will be considered to ensure affordability and project feasibility. The nonprofit will also be required to submit a property management plan for review and approval by the Housing Department Asset Manager as well as Annual inspection for maintenance, local housing standards and rent roll. Nonprofits providing permanent housing solutions to special needs populations will also be required to document support services funding.

**Location Description:**

35 Census Tracts in San Jose that score an average of 18 or higher on HUD's NSP2 foreclosure need tool using Method 1. These Census Tracts comprise our Target Geography and are located throughout San Jose. This Target Geography includes Central San Jose, South San Jose, Alum Rock, Edenvale, Coyote, Willow Glen, Berryessa, and Evergreen.

**Activity Progress Narrative:**

The Consortium has allocated up to \$3,211,000 for loans to eligible nonprofit developers for the redevelopment of vacant properties to create up to 18 units of affordable, permanent rental housing for individuals or families at or below 50% AMI. Eden Housing's Ford and Monterey Special Needs Housing project was awarded the funds. Project is currently pending approval of a HUD 811 Capital Grant. A May 2012 closing is anticipated, with ground breaking shortly thereafter. NEPA requirements have been met.



## Accomplishments Performance Measures

	This Report Period		Cumulative Actual Total / Expected	
	Total		Total	
#Low flow toilets	0		0/18	
#Low flow showerheads	0		0/18	
#Units with bus/rail access	0		0/18	
#Units exceeding Energy Star	0		0/18	
#Units & other green	0		0/18	
# ELI Households (0-30% AMI)	0		0/0	

	This Report Period		Cumulative Actual Total / Expected	
	Total		Total	
# of Housing Units	0		0/18	
# of Multifamily Units	0		0/18	

## Beneficiaries Performance Measures

	This Report Period			Cumulative Actual Total / Expected			
	Low	Mod	Total	Low	Mod	Total	Low/Mod%
# of Households	0	0	0	0/18	0/0	0/18	0
# Renter Households	0	0	0	0/18	0/0	0/18	0

## Activity Locations

No Activity Locations found.

## Other Funding Sources Budgeted - Detail

Match Sources	Amount
Housing Trust of Santa Clara County Matching Funds	\$0.00
Subtotal Match Sources	\$0.00
Other Funding Sources	Amount
No Other Funding Sources Found	
Total Other Funding Sources	\$0.00



**Grantee Activity Number:** F-01-500

**Activity Title:** Administration - HTSCC

**Activity Category:**

Administration

**Activity Status:**

Under Way

**Project Number:**

0003

**Project Title:**

Administration

**Projected Start Date:**

02/11/2010

**Projected End Date:**

02/10/2013

**Benefit Type:**

N/A

**Completed Activity Actual End Date:**

**National Objective:**

N/A

**Responsible Organization:**

Housing Trust of Santa Clara County

**Overall**

	<b>Jan 1 thru Mar 31, 2012</b>	<b>To Date</b>
<b>Total Projected Budget from All Sources</b>	N/A	\$726,446.00
<b>Total Budget</b>	\$0.00	\$726,446.00
<b>Total Obligated</b>	\$0.00	\$275,209.00
<b>Total Funds Drawdown</b>	\$0.00	\$260,743.17
<b>Program Funds Drawdown</b>	\$0.00	\$201,689.36
<b>Program Income Drawdown</b>	\$0.00	\$59,053.81
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Total Funds Expended</b>	\$84,585.76	\$335,729.76
Housing Trust of Santa Clara County	\$84,585.76	\$335,729.76
<b>Match Contributed</b>	\$0.00	\$0.00

**Activity Description:**

Overall administration of NSP2 Grant. Activities include oversight, planning, monitoring, auditing, reporting, accounting, financial management, performance monitoring, policies/procedures development, and contract management.

**Location Description:**

**Activity Progress Narrative:**

**Grant Management (Administrative Activities):** During Q1, the San Jose NSP2 Consortium (Consortium) continued to hold its regularly scheduled Steering Committee Meetings to discuss the progression of NSP2 activities. The Lead Member processed over 30 reimbursement requests from the City of San Jose, consisting of reimbursements for acquisition and rehabilitation activities. This high volume of activity triggered a monitoring review by HUD, in response to HUD HQ's request to review Grantees who had excessive draw activity the month prior to the expenditure deadline of February 2012. The review of reimbursement supporting documentation was conducted in early March and is expected to be completed in April 2012. Staff changes occurred during this reporting period. The Lead Member's Grant Administrator resigned in December. The position was quickly filled with an NSP experienced retiree from the City of San Jose. This allowed for consistency in program administration.

**Marketing and Outreach Activities:** During Q1 of 2012, Community Outreach Specialist continued to focus marketing and outreach efforts to increase awareness, educate and promote the NSP2 activities to various community groups, non-profit agencies and the general public throughout. As the Marketing and Outreach Committee chair, the Specialist organized Consortium representatives to review and enhance the consistency of the message used to inform the public of the availability of homeownership assistance through both the Purchase Assistance Loan (PAL) Program and the San Jose Dream Home Program. Working with the San Jose Dream Home and Neighborhood Housing Services staff, 4 informational workshops were offered to the public and resulted in 173 attendees. Additionally, two social media and two newspaper advertisements were



published. Staff was invited to one regional professional association, two nonprofit organizations, one regional real estate association event and one county-wide program to present the PAL and Dream Home programs to realtors, lenders and homeowners. Flyers in English, Spanish and Vietnamese were delivered to libraries and 29 email invitations to informal workshops to Realtors with listed property for sale located in eligible census tracts. Lastly, staff participated in Spanish speaking Real Estate radio program 104.9 in San Jose. Staff also began the development of an NSP2 website that is designed to link into the three Consortium member's website in addition to the Dream Home Developers - The Cypress Group and Community Rehabilitation Partners.

### Accomplishments Performance Measures

**No Accomplishments Performance Measures found.**

### Beneficiaries Performance Measures

**No Beneficiaries Performance Measures found.**

### Activity Locations

Address	City	County	State	Zip	Status / Accept
				-	Not Validated / N

### Other Funding Sources Budgeted - Detail

**No Other Match Funding Sources Found**

Other Funding Sources	Amount
No Other Funding Sources Found	
Total Other Funding Sources	



**Grantee Activity Number:** F-02-510

**Activity Title:** Administration - City

**Activity Category:**

Administration

**Activity Status:**

Under Way

**Project Number:**

0003

**Project Title:**

Administration

**Projected Start Date:**

02/11/2010

**Projected End Date:**

02/10/2013

**Benefit Type:**

N/A

**Completed Activity Actual End Date:**

**National Objective:**

N/A

**Responsible Organization:**

City of San Jose

**Overall**

	<b>Jan 1 thru Mar 31, 2012</b>	<b>To Date</b>
<b>Total Projected Budget from All Sources</b>	N/A	\$1,013,554.00
<b>Total Budget</b>	\$0.00	\$1,013,554.00
<b>Total Obligated</b>	\$108,804.29	\$185,006.93
<b>Total Funds Drawdown</b>	\$106,804.32	\$183,006.96
<b>Program Funds Drawdown</b>	\$3,138.45	\$79,341.09
<b>Program Income Drawdown</b>	\$103,665.87	\$103,665.87
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Total Funds Expended</b>	\$178,209.80	\$254,412.44
City of San Jose	\$178,209.80	\$254,412.44
Housing Trust of Santa Clara County	\$0.00	\$0.00
<b>Match Contributed</b>	\$26,796.49	\$26,796.49

**Activity Description:**

Overall administration of NSP2 acquisition, rehab and resale activities and 25% set-aside activities. Activities include oversight, planning, monitoring, auditing, reporting, accounting, financial management, performance monitoring, policies/procedures development, and contract management.

**Location Description:**

**Activity Progress Narrative:**

City of San Jose Administrative Match: The City of San Jose's pledged an administrative match contribution of \$250,000 in administrative staff cost and \$250,000 in homebuyer education contract cost for a total of \$500,000. During this reporting period, the City of San Jose reported \$157,618 in matching staff costs for the period of July 2011 to December 2011. This consist of \$26,796.49 in Direct Admin cost and \$130,821.71 in Activity Delivery Cost. Only the Direct Admin match is reported here.

Grant Management (Administrative Activities): During Q1, the San Jose NSP2 Consortium (Consortium) continued to hold its regularly scheduled Steering Committee Meetings to discuss the progression of NSP2 activities. The Lead Member processed over 30 reimbursement requests from the City of San Jose, consisting of reimbursements for acquisition and rehabilitation activities. This high volume of activity triggered a monitoring review by HUD, in response to HUD HQ's request to review Grantees who had excessive draw activity the month prior to the expenditure deadline of February 2012. The review of reimbursement supporting documentation was conducted in early March and is expected to be completed in April 2012. Staff changes occurred during this reporting period. The Lead Member's Grant Administrator resigned in December. The position was quickly filled with an NSP experienced retiree from the City of San Jose. This allowed for consistency in program



administration.

Marketing and Outreach Activities: During Q1 of 2012, Community Outreach Specialist continued to focus marketing and outreach efforts to increase awareness, educate and promote the NSP2 activities to various community groups, non-profit agencies and the general public throughout. As the Marketing and Outreach Committee chair, the Specialist organized Consortium representatives to review and enhance the consistency of the message used to inform the public of the availability of homeownership assistance through both the Purchase Assistance Loan (PAL) Program and the San Jose Dream Home Program. Working with the San Jose Dream Home and Neighborhood Housing Services staff, 4 informational workshops were offered to the public and resulted in 173 attendees. Additionally, two social media and two newspaper advertisements were published. Staff was invited to one regional professional association, two nonprofit organizations, one regional real estate association event and one county-wide program to present the PAL and Dream Home programs to realtors, lenders and homeowners. Flyers in English, Spanish and Vietnamese were delivered to libraries and 29 email invitations to informal workshops to Realtors with listed property for sale located in eligible census tracts. Lastly, staff participated in Spanish speaking Real Estate radio program 104.9 in San Jose.

Staff also began the development of an NSP2 website that is designed to link into the three Consortium member's website in addition to the Dream Home Developers - The Cypress Group and Community Rehabilitation Partners.

## Accomplishments Performance Measures

**No Accomplishments Performance Measures found.**

## Beneficiaries Performance Measures

**No Beneficiaries Performance Measures found.**

## Activity Locations

**No Activity Locations found.**

## Other Funding Sources Budgeted - Detail

**No Other Match Funding Sources Found**

### Other Funding Sources

**Amount**

No Other Funding Sources Found

Total Other Funding Sources

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**Grantee Activity Number:** F-03-520

**Activity Title:** Administration - NHSSV

**Activity Category:**

Administration

**Activity Status:**

Under Way

**Project Number:**

0003

**Project Title:**

Administration

**Projected Start Date:**

02/11/2010

**Projected End Date:**

02/10/2013

**Benefit Type:**

N/A

**Completed Activity Actual End Date:**

**National Objective:**

N/A

**Responsible Organization:**

Housing Trust of Santa Clara County

**Overall**

	<b>Jan 1 thru Mar 31, 2012</b>	<b>To Date</b>
<b>Total Projected Budget from All Sources</b>	N/A	\$60,000.00
<b>Total Budget</b>	\$0.00	\$60,000.00
<b>Total Obligated</b>	\$0.00	\$1,835.63
<b>Total Funds Drawdown</b>	\$0.00	\$1,835.63
<b>Program Funds Drawdown</b>	\$0.00	\$1,835.63
<b>Program Income Drawdown</b>	\$0.00	\$0.00
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Total Funds Expended</b>	\$0.00	\$1,835.63
Housing Trust of Santa Clara County	\$0.00	\$1,835.63
<b>Match Contributed</b>	\$0.00	\$0.00

**Activity Description:**

Administration of NHSSV activities associated with this NSP2 grant

**Location Description:**

**Activity Progress Narrative:**

Neighborhood Housing Services Silicon Valley continues to support the Consortium in marketing and outreach efforts. An Amendment to the funding Agreement is being negotiated to incorporate more administrative activities such as internal monitoring of multi-family/rental rehabilitation and development.

**Accomplishments Performance Measures**

**No Accomplishments Performance Measures found.**

**Beneficiaries Performance Measures**

**No Beneficiaries Performance Measures found.**



## Activity Locations

Address	City	County	State	Zip	Status / Accept
				-	Not Validated / N

## Other Funding Sources Budgeted - Detail

### No Other Match Funding Sources Found

Other Funding Sources	Amount
No Other Funding Sources Found	
Total Other Funding Sources	

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