

CITY OF SANTA ROSA
HOUSING AUTHORITY

TO: HOUSING AUTHORITY COMMISSIONERS
FROM: KATE GOLDFINE, ADMINISTRATIVE SERVICES OFFICER
HOUSING AND COMMUNITY SERVICES DEPARTMENT
SUBJECT: APPROPRIATION OF ADDITIONAL HOUSING CHOICE
VOUCHER ADMINISTRATIVE FEE FUNDS ALLOCATED TO THE
CITY OF SANTA ROSA UNDER THE CORONAVIRUS AID,
RELIEF, AND ECONOMIC SECURITY ACT (CARES ACT)

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Housing & Community Services Department that the Housing Authority, by resolution, appropriate additional Housing Choice Voucher administrative fee funding allocated to the City under the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

EXECUTIVE SUMMARY

The proposed action will authorize use of the supplemental Housing Choice Voucher program funding provided under the Coronavirus Aid, Relief and Economic Security (CARES) Act for the administration of the City's Housing Choice Voucher (HCV) program.

PRIOR HOUSING AUTHORITY REVIEW

Not applicable.

BACKGROUND

1. The illness known as COVID-19, or Coronavirus, was first diagnosed in the United States in mid-January 2020, and on January 31, 2020, the White House declared a public health emergency. COVID-19 spread throughout the United States in February and March.

2. On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) was signed into law. The CARES Act provides supplemental administrative fee funds to HCV programs in the total amount of \$850 million to be used for two purposes: (1) any currently eligible HCV administrative costs during the period that the program is impacted by coronavirus; and (2) new coronavirus-related activities, including activities to support or maintain the health and safety of assisted individuals and families, and costs related to the retention and support of participating owners.
3. The federal Department of Housing and Urban Development Department (HUD) will allocate this supplemental funding in several rounds. The first round of funding in the amount of \$380 million was allocated to HCV programs in May 2020. HUD will issue guidelines regarding the allocate of the remaining \$470 million.
4. The City of Santa Rosa Housing Choice Voucher Program received \$385,946 in CARES Act supplemental administrative fee funds in the first round of funding. The funds must be expended for the purposes described above. The funding must be utilized by the HCV program by December 31, 2020, unless HUD determines an extension is warranted. If any of the funds are not expended during the period of availability, the remaining funds must be remitted to HUD.

ANALYSIS

The additional HCV program administrative fee funding will allow staff to respond effectively to program participants and landlords affected by the coronavirus.

Public and Indian Housing (PIH) Notice 2020-08 outlines the eligible coronavirus-related uses of the funds, which include the following:

- Any currently eligible administrative costs during the period the program is impacted by the coronavirus, including necessary upgrades to IT or computer systems to enhance telework capacities and overtime pay for PHA staff to carry-out HCV Program responsibilities; and
- New coronavirus related-activities, including activities to support or maintain the health and safety of assisted individuals and families, and costs related to the retention and support of participating owners, such as:
 - procuring cleaning supplies for HCV units and common areas of PHA-owned PBV units;
 - relocation of families to health units or other designated units for testing, hospitalization, or quarantine (may include transportation costs to these locations);

- additional costs to supportive services vendors incurred due to coronavirus;
- costs to retain or increase owner participation in the HCV program;
- costs for providing childcare of PHA staff that would not otherwise be incurred;
- costs associated with the delivery of goods, including food and medical supplies that comply with CDC requirements, to program participants;
- public health security-costs to enforce shelter-in-place, stay-at-home, or visitor-restriction policies;
- administration costs associated with the implementation of coronavirus-related activities that are not eligible HCV administrative costs;
- other costs determined by HUD on a case-by-case basis.

The funds may not be used to repay debts owed to HUD.

FISCAL IMPACT

Approval of this action will appropriate \$385,946 in additional administrative fee funding to the HCV program.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

CONTACT

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