Proposed Assistance Programs

- Four Levels Based on Eligibility
- Levels 1-3 Tied to Income and Hardship
- Level 4 Tied to Safety and Policy Considerations
- Centralized Administration of Program to Maximize Efficiency and Ease of Use

Level 1 – Enrolled in other qualifying Assistance Programs

- Eligibility - Applicants must be enrolled in the following:
  - PG&E Care Program
  - Foster or Institutionalized Children (Recreation Programs Only)
- Proposed Program Design
  - Open Enrollment of 30-60 days, twice a year
  - Annual Application Renewal
  - Applicant shows proof of enrollment in eligible programs
  - Defined amount of funding for each type of assistance program
Level 1 – Already enrolled in other qualifying Assistance Program

<table>
<thead>
<tr>
<th>Type of Assistance</th>
<th>Eligible Programs/Fees</th>
<th>Amount of Assistance</th>
<th>Estimated Cost to General Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recreation Programs</td>
<td>City run Youth programs</td>
<td>75% of program registration costs limited to $1,000/ household, Payment Plan</td>
<td>$16,200 Assents 80% of the monies will fall within this Level</td>
</tr>
<tr>
<td>Water and Sewer Utility Bills</td>
<td>Water and Sewer Bills for single family residential and mobile home parks</td>
<td>$5.13 bi-monthly subsidy for sewer, $5.13 bi-monthly subsidy for water, Subsidy provides approximately 5% discount</td>
<td>$101,500 (Sewer) $121,400 (Water) Assuming 3,300 participants, which is current Care Program enrollment</td>
</tr>
<tr>
<td>Building Permit Fees</td>
<td>Building permits for water heater and furnace/AC replacement</td>
<td>100% fee subsidy</td>
<td>$6,180 Assumes 20 permits</td>
</tr>
</tbody>
</table>

TOTAL $245,280

Level 2 – Low Income or below, as defined by HUD

- **Eligibility** – Applicants do not meet Level 1 eligibility requirements but the applicants’ income is at or below the latest HUD Low Income Limits for the San Jose- Sunnyvale-Santa Clara Metro Area (e.g. for family of 4 at $103,900 for FY 2019)

- **Proposed Program Design**
  - Open Enrollment of 30-60 days, twice a year
  - Annual Application Renewal
  - Applicant submits the most recent income tax forms
Level 2 – Low Income

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
<th>Amount of Assistance</th>
<th>Estimated Cost to General Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recreation Programs</td>
<td>City run Youth Programs</td>
<td>50% of program registration costs limited to $750/household, Payment Plan</td>
<td>$8,100</td>
</tr>
<tr>
<td>Water and Sewer Utility Bills</td>
<td>Water and Sewer Bills for single family residential and mobile home parks</td>
<td>$6.13 bi-monthly subsidy for sewer $6.13 bi-subsidy for monthly water Subsidy provides approximately 2% discount</td>
<td>$16,400 (Sewer) $16,400 (Water) Enrollment limited to the first 500 applicants</td>
</tr>
<tr>
<td>Building Permit Fees</td>
<td>Building permits for water heater and furnace/AC replacement</td>
<td>75% fee subsidy</td>
<td>$7,050</td>
</tr>
</tbody>
</table>

**TOTAL** $48,900

Level 3 – Temporary Hardship

- **Eligibility** - Applicants must be able to show a temporary hardship due to either one of the following:
  - Loss of job
  - Loss of primary wage earner
  - Serious illness lasting over 6 months (medical condition that prevents applicant from working)
  - State and/or Federal government employees during a government shutdown.

- **Proposed Program Design**
  - Rolling Application period
  - Assistance program for 6 months, with one possible extension of 6 months, for a maximum period of one year
  - Applicant shows proof of hardship
Level 3 – Temporary Hardship

<table>
<thead>
<tr>
<th>Eligible Programs/Fees</th>
<th>Amount of Assistance</th>
<th>Estimated Cost to General Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recreation Programs</td>
<td>City run Youth Programs</td>
<td>$2,700</td>
</tr>
<tr>
<td></td>
<td>75% fee subsidy of program registration costs limited to</td>
<td>Assuming 10% of the monies used</td>
</tr>
<tr>
<td></td>
<td>$750/household, Payment Plan</td>
<td>will fall within this level</td>
</tr>
<tr>
<td>Water and Sewer Utility Bills</td>
<td>Water and Sewer Bills for single family residential</td>
<td>TBD</td>
</tr>
<tr>
<td></td>
<td>and mobile home parks</td>
<td></td>
</tr>
<tr>
<td>Building Permit Fees</td>
<td>Building permits for water heater and furnace/AC</td>
<td>$2,300</td>
</tr>
<tr>
<td></td>
<td>replacement</td>
<td>Assumes 10 permits</td>
</tr>
</tbody>
</table>

**TOTAL** $5,000

Level 4 – Building and Planning Fees

- **Eligibility** – Applications for the following residential permits and reviews
  - Water Heater and Furnace/AC replacements
  - Solar thermal and photovoltaic permits
  - Planning pre-application review for Accessory Dwelling Units (ADUs)

- **Proposed Program Design**
  - Ongoing reduction of permit and planning review fees
## Level 4 – Building and Planning Fees

<table>
<thead>
<tr>
<th>Residential Building Fee Type</th>
<th>Proposed Fee (100% cost recovery)</th>
<th>Current Fee</th>
<th>Prop. Modified Fee</th>
<th>Subsidy %</th>
<th>Avg. Permits Per Year</th>
<th>Annual General Fund Subsidy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Heater Replacement</td>
<td>$309</td>
<td>$141</td>
<td>$154.50</td>
<td>50%</td>
<td>135</td>
<td>$21,012</td>
</tr>
<tr>
<td>Furnace Replacement</td>
<td>$309</td>
<td>$141</td>
<td>$154.50</td>
<td>50%</td>
<td>51</td>
<td>$7,679.50</td>
</tr>
<tr>
<td>AC Replacement</td>
<td>$297</td>
<td>$141</td>
<td>$129.50</td>
<td>50%</td>
<td>40</td>
<td>$6,140</td>
</tr>
<tr>
<td>Solar PV – 1kW or less</td>
<td>$500</td>
<td>$141</td>
<td>$250</td>
<td>50%</td>
<td>120</td>
<td>$32,500</td>
</tr>
<tr>
<td>Solar PV above 1kW, base</td>
<td>$500</td>
<td>$141</td>
<td>$250</td>
<td>50%</td>
<td>1</td>
<td>$250</td>
</tr>
<tr>
<td>Solar PV above 15kW, per kW</td>
<td>$15</td>
<td>$141</td>
<td>$7.50</td>
<td>50%</td>
<td>1</td>
<td>$7.50</td>
</tr>
<tr>
<td>Solar Thermal, 10kW or less</td>
<td>$450</td>
<td>$141</td>
<td>$225</td>
<td>50%</td>
<td>1</td>
<td>$225</td>
</tr>
<tr>
<td>Solar Thermal, 10kW or more, base</td>
<td>$450</td>
<td>$141</td>
<td>$225</td>
<td>50%</td>
<td>1</td>
<td>$225</td>
</tr>
<tr>
<td>Solar Thermal, 10kW or more, per kWh</td>
<td>$15</td>
<td>$141</td>
<td>$7.50</td>
<td>50%</td>
<td>1</td>
<td>$7.50</td>
</tr>
</tbody>
</table>

**SUB-TOTAL** $567,245

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## Level 4 – Building and Planning Fees

<table>
<thead>
<tr>
<th>Planning Fee Type</th>
<th>Proposed Fee (100% cost recovery)</th>
<th>Current Fee</th>
<th>Prop. Modified Fee</th>
<th>Subsidy %</th>
<th>Average Apps. Per Year</th>
<th>Annual General Fund Subsidy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Application Review for Accessory Dwelling Unit (ADU)</td>
<td>$2,508 Hourly $0</td>
<td>100%</td>
<td>40</td>
<td>$104,320</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SUB-TOTAL for Planning Fees** $104,320

**TOTAL for Building and Planning Fees** $171,566
## Proposed Assistance Programs

<table>
<thead>
<tr>
<th>Program Type</th>
<th>Program Eligibility</th>
<th>Assistance Type</th>
<th>Potential General Fund Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 1</td>
<td>Already enrolled in other Assistance Programs</td>
<td>Subsidy for Recreation Fees, Water and Sewer Fees, some Building Permits and Review Fees</td>
<td>$245,250</td>
</tr>
<tr>
<td>Level 2</td>
<td>Meets HUD Low Income Limits (for this area)</td>
<td>Subsidy for Recreation Fees, Water and Sewer Fees, some Building Permits and Review Fees</td>
<td>$48,000</td>
</tr>
<tr>
<td>Level 3</td>
<td>Temporary Hardship</td>
<td>Subsidy for Recreation Fees, Payment Plan for Water and Sewer Fees, Subsidy for Building Permits and Review Fees</td>
<td>$5,000</td>
</tr>
<tr>
<td>Level 4</td>
<td>Eligibility based on types of permits and fees</td>
<td>Subsidy for Building Permits and Review Fees</td>
<td>$171,556</td>
</tr>
</tbody>
</table>

**TOTAL**: $470,906
Finally Home Security Deposit Program

Housing Trust Silicon Valley's Finally Home Security Deposit program provides a one-time grant up to $2,500 for moving to permanent sustainable housing. Priority is given to individuals or families with the greatest need, who are moving into permanent housing and are able to demonstrate long-term self-sufficiency.

Partner Agencies

Applications must be submitted on behalf of the applicant by one of the partner agencies listed below.

Abode Services
Amigos de Guadalupe
Community Solutions
County of Santa Clara
Family Supportive Housing, Inc.
Goodwill Silicon Valley
The Health Trust
Housing Choices Coalition

LifeMoves
Midtown Family Services
New Directions
Next Door Solutions for Domestic Violence
Sacred Heart
Silicon Valley Independent Living Center
• A security deposit in the amount of up to two times the monthly rent. Pet deposits cannot exceed 25% of the total monthly rent.
• A maximum of 3 rental application fees per client. Client must be a recipient of a Finally Home security deposit

Eligibility Requirements

• Client must be moving into rental housing within the County of Santa Clara
• Assistance is available for individuals and families who are currently experiencing homelessness, or those at-risk of homelessness that are moving into permanent sustainable housing.
• Household maximum income limit cannot exceed 80% of Santa Clara County’s area median income. Income limits for 2019 income limits are listed below:

<table>
<thead>
<tr>
<th>Persons in Family</th>
<th>1 person</th>
<th>2 people</th>
<th>3 people</th>
<th>4 people</th>
<th>5 people</th>
<th>6 people</th>
<th>7 people</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019 Income Limit</td>
<td>$72,750</td>
<td>$83,150</td>
<td>$93,550</td>
<td>$103,900</td>
<td>$112,250</td>
<td>$120,550</td>
<td>$128,800</td>
</tr>
</tbody>
</table>

Required Documentation

1. Finally Home Application (completed, signed, & dated)
2. Identification/ Driver license (all members of the household over 18 years of age)
3. Income verification (all members of the household over 18 years of age)
4. Budget Worksheet
5. Verification of housing subsidy (if applicable)
6. Rental/Lease Agreement or Letter of Intent to Lease (minimum six month lease)
7. Residents Moving into or out of the City of Santa Clara need the following:
   a. Items #1 to 4 above
   b. Rental/Lease Agreement or Letter of Intent to Lease (minimum 1 year lease)
   c. Completed and Passed Housing (HQS) Inspection
   d. Lease Addendum signed by Landlord/Property Manager

Application Process

1. Submit a completed application package to assetmanagement@housingtrustsv.org. Application package must be partner agency. Application must be reviewed for completeness and approved by an authorized agency program.
2. Caseworker will be notified of application status. If application is incomplete, HTSV staff will notify the caseworker of deficiencies. If the caseworker does not respond within 48 hours, the application will be cancelled.
3. Grant/Check will be mailed directly to the landlord/property management company within two business days of approval.

Forms

• Finally Home Application
• Finally Home Program Guidelines
• Lease Addendum
Stay Informed

Sign up for HIF's monthly newsletter!

SUBSCRIBE

Need Housing Assistance?

What is an Emergency Housing Grant and who is eligible to receive one?

It's one-time assistance up to $2,500 for rent, security deposit, and/or utilities. To qualify, a household must be at risk of homelessness or currently homeless because of a no-fault situation and living in or moving into Santa Clara and San Mateo Counties in California. Grants can be processed within 24 hours and the grant is issued directly to the landlord, property manager, or the owner of the housing unit.

To qualify, the housing crisis must be considered “no-fault.” No-fault housing crises include not being able to pay your housing costs because of illness, injury, temporary loss of income, unanticipated expenses (like a car repair or medical bill), or being the victim of a crime. You may also qualify if you’re moving from temporary or unsuitable living conditions, like an overcrowded or pest-infested unit.

How do I apply?

The Emergency Housing Fund applications are accepted through referral only. We work with nearly fifty other organizations, so if you’re in a housing crisis, get in contact directly with the agency most suited to serve you and the staff there will help you apply for our program. HIF does not accept applications directly from community members.

Where do I apply?

It depends on where you live. Many of our partner organizations serve specific ZIPs, though we also have partners that serve specific populations, like veterans or victims of domestic violence.

Call 2–1–1 or use the tool below to search for an agency serving the neighborhood where you are seeking help. If you are relocating outside of Santa Clara or San Mateo counties, we regret that we cannot assist you.

https://www.hifinfo.org/need-housing-assistance/