



## Staff Reports

---

**File #:** 1625-2018, **Version:** 1

---

**To:** Honorable Chair and Commissioners

**From:** Lark Ferrell, Acting Community Development Director

**Prepared By:** Michael Kucz, Rental Assistance Program Supervisor

**TITLE:**  
Family Self-Sufficiency Program

**RECOMMENDED ACTION:**

Adopt a resolution authorizing the Executive Director to submit the Family Self Sufficiency funding application and certifications to HUD.

**DISCUSSION:**

The U.S. Department of Housing and Urban Development (HUD) has issued a Notice of Funding Availability (NOFA) for Family Self-Sufficiency (FSS) Program coordinator funding. The FSS Program is a HUD-funded program that encourages communities to develop local strategies to help participants of the Section 8 Rental Assistance Program secure employment that will lead to economic independence and self-sufficiency.

The Housing Authority of the City of Napa (HACN) has operated an FSS Program for many years. In 2017, HACN had nine FSS graduates who received a total of \$85,781 in escrow funds. HACN partners with numerous community agencies. The FSS Program links participants to comprehensive supportive services to obtain skills and the experience necessary to obtain employment paying a living wage. These services include education, job training, counseling, and other forms of social service assistance. An integral part of the FSS Program is the “in house” program coordinator who ensures the support is in place to assist participants in successful completion of the program.

When HACN established its FSS Program in 1992, HUD required 206 participants graduate from the FSS Program. To date, 179 participants have graduated, including nine in the past year. This leaves 27 remaining mandatory slots. HACN's FSS Program served 61 participants during the calendar year 2017, making it eligible for funding towards one full-time position. If HACN's grant application is approved, the FSS grant would provide up to \$72,000 to help defray salary and benefit costs for HACN's FSS program coordinator. This will allow the program to continue to focus on connecting FSS clients to resources and strengthening the community partnerships it has established.

**FINANCIAL IMPACTS:**

If HACN's application for funding is approved, the grant would provide \$72,000 towards the cost of the FSS program coordinator position. The total cost of the coordinator during the grant year is approximately \$122,871. The remaining \$50,871 of funding would come from the Section 8 Administration Fund (84301). The HACN 2017-2019 Two Year budget assumed receipt of this grant

and approved appropriations for the revenue and expenditures.

**CEQA:**

The Community Development Director has determined that the Recommended Action described in this Agenda Report is not subject to CEQA, pursuant to CEQA Guidelines Section 15060 (c).

**DOCUMENTS ATTACHED:**

ATCH 1 - Resolution

**NOTIFICATION:**

None