

**Action Plan 2019-2020  
Substantial Amendment  
November 2020**

**Executive Summary**

This Substantial Amendment is an addendum to 2019-2020 Annual Action Plan. The Substantial Amendment amends the existing Annual Action Plan in response to the *Coronavirus Aid, Relief, and Economic Security Act* (CARES Act) and various waivers provided by the U.S. Department of Housing and Urban Development (HUD).

On March 27, 2020 the *Coronavirus Aid, Relief, and Economic Security Act* was signed into law to respond to the growing effects of COVID-19. The CARES Act made available \$5 billion in Community Development Block Grant Coronavirus (CDBG-CV) funds. Of this amount, HUD allocated \$2 billion based on the fiscal year 2019-2020 CDBG formula and made the first round of fund allocations; the City of Chino Hills allocation is \$245,261. The second round of allocations were awarded to the States. The third round of allocations were to be allocated to states and local governments at the discretion of the HUD Secretary on a rolling basis. On September 11, 2020, the third round of funds were allocated. The City of Chino Hills' allocation was \$413,747. The cumulative amount for all allocation rounds is \$659,008. The CDBG-CV special allocation enables communities to effectively address the impact of COVID-19 on their communities, especially low- and moderate-income individuals.

**AP-12 Participation – 91.401, 91.105, 91.200 (c)**

Under the CARES Act, HUD was authorized to grant waivers and alternative requirements for the fiscal year 2019 and 2020 Community Development Block Grant (CDBG) grants. To expedite the disbursement of the City's new CDBG-CV funds, via 24 CFR 5.110, the CARES Act authorized HUD to grant waivers to the public notice, public comment, and citizen participation plan requirements found in 24 CFR 91.105(2) and (k) and 24 CFR 91.40. The City of Chino Hills submitted a request to HUD and received acknowledgment that the waiver could be used for changes to the plan, effective May 1, 2020.

**Citizen Participation Outreach**

Sort order	Mode of Outreach	Target Outreach	Summary of response attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1.	Public Hearing	Non-targeted/broad community	No attendance and no responses	No comments received.	No comments received.	
2.	Newspaper Ad	Non-targeted/broad community	N/A	N/A	N/A	
3.	Internet Outreach	Non-targeted/broad community	A Notice and copy of the amendment was posted on the City's CDBG homepage from June 15, 2020 through June 22, 2020.	No comments received.	No comments received.	chinohills.org/CDBG
4.	Internet Outreach	Non-targeted/broad community	A Notice and copy of			chinohills.org/CDBG

			the amendment was posted on the City's CDBG homepage from November 2, 2020 to November 9, 2020.			
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**AP-15 Expected Resources – 91.420(b), 91.220 (c) (1,2)**

The total CDBG-CV funds allocated to the City of Chino Hills under the CARES Act was \$659,008. CDBG-CV funds may be used to assist in the City's response to the effects of the Coronavirus pandemic, such as community development needs including the provision of post-COVID-19 recovery emergency assistance to non-profits, small businesses, and low and moderate income residents.

Under this Substantial Amendment, the City has updated its "Anticipated Resources" table to include CDBG-CV funding in the amount of \$659,008. While the CDBG-CV funding has been added, CDBG allocations noted in the "Anticipated Resources" table date from the initial 2019-2020 Annual Action Plan will remain unchanged.

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public-Federal	Economic Development	\$495,261	0	0	\$495,261	0	CDBG-CV funds
CDBG	Public-Federal	Public Services	\$163,747	0	0	\$163,747	0	CDBG-CV funds

**AP-35 Projects – 91.420, 91.220(d)**

The activities that will be undertaken using the CDBG-CV funds are summarized below. All activities listed in the table are expected to be completed no later than September 30, 2022.

Under this Substantial Amendment, the City has updated its "Projects" table to include CDBG-CV funded activities. While the CDBG-CV funding has been added, CDBG projects noted in the "Projects" table from the initial 2019-2020 Annual Action Plan will remain unchanged.

#	Project Name
1	Microenterprise Business Grant Program
2	Small Business Grant Program
3	Public Service

**AP-38 Project Summary  
Project Summary Information**

1	Project Name	Microenterprise Business Grant Program
	Target Area	Citywide
	Goals Supported	N/A
	Needs Addressed	Economic Development

	<b>Funding</b>	CDBG: \$245,261
	<b>Description</b>	Provide grants in the amount of \$5,000 to small businesses with five or fewer employees who demonstrate financial need or negative impact as a result of COVID-19. Businesses must be private for-profit operating legally within the City. Non-profit entities and home-based businesses are not eligible.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 78 small businesses
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	The city will contract with a third party to administer this program.
<b>2</b>	<b>Project Name</b>	Small Business Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	N/A
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$250,000
	<b>Description</b>	Provide grants in the amount of \$5,000 - \$10,000 to small businesses with 35 or fewer employees who demonstrate financial need or negative impact as a result of COVID-19. Businesses must be private for-profit operating legally within the City. Non-profit entities and home-based businesses are not eligible.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 50 small businesses
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	The city will contract with a third party to administer this program.
<b>3</b>	<b>Project Name</b>	Senior Meal Delivery Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	N/A
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$163,747
	<b>Description</b>	Provide meals to home bound seniors who are in the high risk COVID-19 group.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 50 individuals.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	The city will contract with a third party to administer this program.