



COMMUNITY DEVELOPMENT DEPARTMENT

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HOUSING COMMISSION STAFF REPORT

September 25, 2025

Subject

Informational presentation on the Program Year (PY) 2024 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER).

Recommended Action

Approve submission of the PY 2024 CAPER to the United States Department of Housing and Urban Development (HUD).

Discussion

The United States Department of Housing and Urban Development (HUD) annually allocates grants such as CDBG to local jurisdictions for community development activities. Cupertino is one of nine entitlement jurisdictions within Santa Clara County. Jurisdictions typically must have a population of 50,000 or more to qualify as an entitlement jurisdiction that receives grant funding directly from HUD. Entitlement grants are largely allocated on a formula basis based on several objective measures of community needs including the extent of poverty, populations, housing overcrowding, age of housing, and extent of population growth lag in relationship to other metropolitan areas. As a requirement to receive these entitlement grants, Title I of the National Affordable Housing Act mandates that jurisdictions prepare a five-year Consolidated Plan, Annual Action Plan, and a CAPER. The 2020-2025 Consolidated Plan was adopted by City Council on June 14, 2020. The PY 2024 Annual Action Plan was adopted by Housing Commission on April 25, 2024.

PY 2024 CDBG CAPER

The CAPER is an annual document that outlines the progress the jurisdiction has made in carrying out its strategic plan and its Annual Action Plan. The CAPER is an overview of major initiatives and highlights that were proposed and executed throughout the program year. The CAPER consists of specific program narratives, an assessment of annual performance, and an assessment of progress toward meeting goals and objectives contained in the Consolidated Plan. The PY 2024 CAPER (Attachment 1) covers the City's CDBG accomplishments from July 1, 2024, to June 30, 2025, and represents the fifth year of the 2020-2025 Consolidated Plan.

Per HUD regulations, the City is required to make the CAPER available for public comment for a minimum of fifteen days. The 2024 CAPER was made available to the public at www.cupertino.org/housing and the City Clerk's office from September 10, 2025, to September 25, 2025. No public comments have been received. The final CAPER will be submitted to HUD by the September 29, 2025, deadline.

2024-25 CDBG Funding

PY 2024 CDBG funding allocations are noted in the table below.

Applicant Agency	Budget
Administration	
CDBG Administration	\$36,251.40
CDBG Public Services	
Live Oak Adult Day Services – Senior Adult Day Care / Caregiver Respite	\$9,414.00
West Valley Community Services – Community Access to Resource and Education	\$17,774.00
CDBG Capital/Housing Projects	
Rebuilding Together Silicon Valley – Housing Repair and Rehabilitation Program	\$96,237.55
Senior Center Fire Sprinkler Upgrade	\$49,361.04
TOTAL:	\$ 209,038.35

2024-25 CDBG Accomplishments

The City funded two CDBG public services for senior services and emergency services, and one capital housing grant for residential single-family home rehabilitation. A capital improvement agreement from previous years to upgrade the senior center fire sprinkler system is administered by the City Public Works Department. Design engineering is nearing completion and an apparent lowest bidder for construction has been selected. Construction is expected to commence throughout FY 25-26. Additionally, a capital improvement project for upgrading the heating, air-conditioning, and ventilation system is expected to commence following completion of the previous project. In total, 120 people were served through the City's CDBG funded services. Of the individuals/households who were helped by these services, 92 were extremely low-income, 16 were very low-income, 8 were low-income, and 4 were moderate-income.

Sustainability Impact

The PY 2024 CDBG CAPER does not result in a sustainability impact.

Fiscal Impact

The PY 2024 CDBG CAPER does not have a fiscal impact.

California Environmental Quality Act

The PY 2024 CDBG CAPER is not a project subject to the California Environmental Quality Act (CEQA).

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Reviewed by:

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Development

Approved for Submission by:

Benjamin Fu, Director of Community Development

Attachments:

A – PY 2024 CDBG CAPER