# Permanent Local Housing Allocation (PLHA) Formula Allocation

Notice of Funding Availability (NOFA) October 15, 2024

### 2024 Application for Previous Awardees



## **State of California Gavin Newsom, Governor**

### Business, Consumer Services and Housing Agency Tomiquia Moss, Secretary

## Department of Housing and Community Development Gustavo Velasquez, Director

Program Design and Implementation, PLHA Program 651 Bannon Street, Sacramento, CA 95811

Email: PLHA@hcd.ca.gov

Website: Permanent Local Housing Allocation Program (PLHA)

Allocation Years	New & Streamlined Submission Deadline	5-Year Plan Amendment Submission Deadline			
Year 1 (2019)	n/a	n/a			
Year 2 (2020)	n/a	n/a			
Year 3 (2021)	02/28/2025	06/30/2025			
Year 4 (2022)	02/28/2026	06/30/2026			
Year 5 (2023)	02/28/2027	06/30/2027			

Instructions Rev. 10/28/24

When opening this file, a yellow banner at the top may appear with a button that says "Enable Content". It is essential that you click this box so that the macros are enabled. Enabling macros is necessary for full worksheet functionality. Macros do not work with Microsoft's Excel version for Apple Mac.

Applications must be submitted electronically to the Department's HCD Portal Sign In website. To receive an award of CY 2021 funds, applicants are required to submit an application and demonstrate a fully compliant Housing Element and submittal of the applicable Annual Progress Report(s) no later than February 28, 2025. All CY 2021 funds must be awarded by June 30, 2025 or they will revert to the Housing Rehabilitation Loan Fund per statute.

#### This NOFA will remain open to eligible applicants through June 30, 2027.

Applications must be on the Department's forms and cannot be altered or modified by the Applicant. Excel forms must be in Excel format and 'save as' .xls or .xlsx. Do not 'save as' .xlsm or .pdf format. For application errors please fill out the Application Support worksheet and email the entire workbook to Application Support for application errors at PLHA@hcd.ca.gov.

General Instructions (Additional instructions and guidance are given throughout the Formula Allocation Application in "red" text and in cell comments.

Guideline references are made with "§" and the corresponding guideline section number.

"Yellow" cells are for Sponsor input. Failure to provide the required attachments and documentation may disqualify your application from consideration. An Applicant must submit a complete application and other documents consistent with the deadlines stated in this NOFA. Applications submitted in response to this NOFA must meet the threshold requirements set forth in this section and in PLHA Guidelines Section 302.

Required attachments are indicated in "orange" throughout the Streamline Application. Failure to provide the required attachments and documentation may disqualify your application from consideration. Electronically attached files must use the naming convention in the PLHA Application. For Example: "App1 Tin" or "Reuse Plan".

### Threshold items are indicated in "blue" cells.

"Red" shaded cells indicate the Sponsor has failed to meet a requirement of the program. Cells in the worksheet shaded in "red" indicate that the Applicant has failed to meet the minimum required.

Sponsor must complete the following worksheets in the PLHA Formula Allocation Application.

Formula Allocation Application

**Urban County** 

		Checklist			
Threshold Requireme	Electronic File Name	Document Description			
х	Application and Adopting the PLHA Plan (2021-2023 Allocations) Reso	Pursuant to section 302(c)(4) of the Guidelines, Applicant's PLHA Plan for 2021-2023 allocations is attached to this resolution, and Applicant certifies compliance with all public notice, comment, and hearing requirements in accordance with the Guidelines.			
Х	App1 TIN	Provide a signed Gov't TIN Form	Included		
х	Applicant Delegation Agreement	Legally binding agreement between Delegating and Administering Local Governments.	Not Applicable		
x	Plan Adoption Reso	§302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content.  PLHA webpage for Plan Adoption Resolution Document, located under our Forms tab. If you are not amending your plan with this application this should be the last resolution executed. If you are amending you plan with this application you must submit a new resolution that was executed adopting the new plan.	Included		
х	Reuse Plan	Program Income Reuse Plan describing how repaid loans or accrued interest will be used for eligible activities in Section 301.	Included		
х	Executed Application	Provide a copy of the signed application. Signature can be typed into the Excel workbook, PDF with Docusigned signature or PDF with wet ink signature in <b>blue ink</b> preferred.	Included		

Disclosure of Application (California Public Records Act Statutes of 1968 Chapter 1473): Information provided in the application will become a public record available for review by the public, pursuant to the California Public Records Act Statutes of 1968 Chapter 1473. As such, any materials provided will be disclosable to any person making a request under this Act. The Department cautions Applicants to use discretion in providing information not specifically requested, including but not limited to, bank accounts, personal phone numbers and home addresses. By providing this information to the Department, the Applicant is waiving any claim of confidentiality and consents to the disclosure of submitted material upon request."

### **Local Government Formula Allocation for Returning Applicants**

Rev. 10/28/24

This streamlined application form is limited to Applicants who applied for and received an award under one or more of the previous Formula Allocation NOFA's (2020, 2021, 2022, or 2023).

### \*\*\*Please note the following changes were made in the Amended NOFA\*\*\*

All Applicants requesting funds must submit a plan amendment with this application if 40% of each allocation being requested is NOT already allocated to an ownership activity.

All Applicants requesting an amendment to the 5-Year Plan with this application must redirect 40% of each allocation towards a homeownership Activity.

Ownership activities are 2,3,4,7,8,9 (activities 2,3,4, & 8 will only count as ownership if the funds will go towards ownership sub activities as opposed to rental housing sub activities including ADU's)

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Local Governm 2021 PLHA Forr	ent Recipient of PLHA Fo mula Allocation Amount:												2023
2021 PLHA Forr	mula Allocation Amount:	rmula All											
			ocation:				San Mateo Co						
2022 PLHA Form		2021 PLHA Formula Allocation Amount:			. ,						nin request		
2022 PLHA Formula Allocation Amount:			\$1,036,938		Allowable Local Admin (5%):			\$51,847		Admin requeste			Yes
2023 PLHA Formula Allocation Amount:			\$794,777		Allowabl	e Local	Admin (5%):	\$39,739		Admin requeste		ed?	Yes
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				§300	Eligible	Appli	cants						
•	Eligible Applicants for the E allocated a grant for the fed							• ( /( /	` '			cities	and
Applicant:	County of San Mateo, D	epartmen	t of Housing										
Address: 20	64 Harbor Boulevard, Build	ing A											
City: Belmo	nt	State:	CA Zip:	9400	02	Cou	nty: San Mateo Co	ounty					
Auth Rep Name:	Raymond Hodges	Title:	Director		Auth Rep.	Email:	rhodges@smchou	using.org		Phone:	650-8	-802-3389	
Address: 20	64 Harbor Boulevard, Build	ing A			City:	Belmont		State:	CA	Zip Code:	94	1002	
Contact Name:	Rose Cade	Title:	Deputy Director		Contact E	mail:	rcade@smchousi	ng.org	Contact	Phone:	650-802-3370		
Address: 20	64 Harbor Boulevard, Build	ing A			City:	Belmont		State:	CA	Zip Code:	94	1002	
	·		830			Requi	rements						
\$302(a) Housing	g Element compliance: Appl	licant and				•		was adonted by	the Loca	l Government	'e		
governing body	by the application submittal de Section 65585.				•	•	•					Ye	s
§302(b) Applica	ant or Delegating Local Gov ernment Code Section 654					eport(s)	) to the Departmen	t of Housing and	Commu	nity Developm	nent	Ye	:S
	icant certifies that submission					ernina l	board of the Applic	ant				Ye	s
§302(c)(5) Is the Activities from the	e applicant submitting a plan ne previously approved 5-Yo ew plan) 40% of each alloc	n amendm ear Plan ir	ent with this applicated	tion? (If progra	f you wish m Standa	n to <b>or a</b> ard Agre	re required to rea	llocate more that				No	0
	of more than <b>10 percent</b> of tion that has been discusse							ication) Applica	nt has at	tached an am	ended	No	5
riie Name	Name: Application and Plan Adoption the L com			302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by ne Local jurisdiction and that the public had an adequate opportunity to review and omment on its content.  **PLHA webpage for Application and Plan Adoption Resolution Document**						to HCD?	Ye	:S	
<b>§503(b)</b> Applica Requirements.	nt certifies that they are in c	compliance	e with the State Gran	nts Man	nagement	Section	and are current w	ith any required	PLHA An	nual Reportin	g	Ye	:S
	rogram income reuse plan d/or accrued interest will be						cant attached a pro	ogram income re	use plan	describing ho	DW W	Ye	:S
File Name: R	euse Plan		Program Income Reuse Plan describing how repaid loans or accrued interest will be used for eligible activities in Section 301.						Uploaded	to HCD?	Ye	s	
					Certifica	ations							
	entity identified below, I ce I possess the legal authorit	•							the best	of my knowled	dge and be	elief, tr	ue
Raymond Hodges			Dire	ctor									
Authorized	l Representative Printed Na	ame	Tit	tle				Signature				Da	te
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**End of Document**