



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Department of Housing



DATE: April 26, 2012
BOARD MEETING DATE: May 8, 2012
SPECIAL NOTICE/HEARING: 10 Day Publication,
Public Hearing
VOTE REQUIRED: Majority

TO: Honorable Board of Supervisors

FROM: Duane Bay, Department of Housing Director

SUBJECT: Executive Summary Approval of the FY 2012-2013 Annual Action Plan for the use of Federal Funds

RECOMMENDATION:

Adopt a Resolution authorizing:

- A. The President of the Board to Approve the FY 2012-2013 Annual Action Plan for the use of Federal Funds provided under three entitlement programs: Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Investment Partnerships (HOME); and
- B. The Director of the Department of Housing or his designee to submit the Annual Action Plan and required certifications to the U.S. Department of Housing and Urban Development (HUD); and
- C. Director of the Department of Housing or the Director's designee to execute contract amendments that modify the contract term and/or services so long as the modified term or services do not exceed the total annual HUD funding allocations.

Background

HUD provides annual funding allocations to the County under programs including Community Development Block Grant (CDBG); HOME Investment Partnerships (HOME); and Emergency Shelter Grant (ESG). The three HUD programs require a locally-defined public participation process for the distribution of funds. The County's public process is facilitated by a 15-member Housing and Community Development Committee (HCDC). Preliminary staff recommendations are made to the HCDC, which presides over a public hearing with the funding applicants. The HCDC may choose to concur with staff recommendations or choose to revise with their own recommendations to the Board of Supervisors. The final step of the public process is the public hearing

held by the Board, after which the Action Plan is finalized for submission to HUD, due no later than May 15 of each year.

Discussion

The total FY 2012-13 Plan budget, including repayment and reprogrammed funds, is approximately \$10.4 million. The Action Plan table with the recommendations of staff and the HCDC is included as Attachment A to the full Board report.

Approval of the FY 2012-13 Annual Action Plan contributes to the Shared Vision 2025 outcome of a Livable Community increasing the affordable housing supply, rehabilitating existing housing stock, improving facilities that provide vital services to low income populations, and offering opportunities for low-income entrepreneurs to participate in the County's economic vitality through microenterprise assistance.

County Counsel has reviewed and approved the Resolution as to form.

Fiscal Impact

The Annual Action Plan projects are included in the Department of Housing Budget for FY 2012-13. There is no Net County Cost.



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Housing (Department of Housing)
Department of Housing



Date: April 26, 2012
Board Meeting Date: May 8, 2012
Special Notice / Hearing: 10 Day Publication,
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Vote Required: Majority

To: Honorable Board of Supervisors
From: Duane Bay, Director
Subject: Approval of the FY 2012-2013 Annual Action Plan for the Use of Federal Funds

RECOMMENDATION:

Adopt a Resolution authorizing:

A) The President of the Board to Approve the FY 2012-2013 Annual Action Plan for the use of Federal Funds provided under three entitlement programs: Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Investment Partnerships (HOME); and

B) The Director of the Department of Housing or his designee to submit the Annual Action Plan and required certifications to the U.S. Department of Housing and Urban Development (HUD); and

C) The Director of the Department of Housing or his designee to execute contract amendments that modify the contract term and/or services so long as the modified term or services do not exceed the total annual HUD funding allocations.

BACKGROUND:

HUD provides the following annual entitlement grants to the County: Community Development Block Grant (CDBG); HOME Investment Partnerships (HOME); and Emergency Solutions Grant (ESG), formerly the Emergency Shelter Grant program. The Housing and Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) shifted ESG's program priority to helping persons quickly regain stability in permanent housing, rather than through shelters and transitional housing.

CDBG funds are provided to the County as the Urban County, comprising itself and the 16 small cities. The four largest cities (Daly City, South San Francisco, San Mateo, and Redwood City) each receive their own CDBG allocation. HOME funds are provided to

the County HOME Consortium comprising the Urban County and the City of South San Francisco. The other three large cities each receive their own HOME allocations. The County, on behalf of the Urban County, is the sole entitlement recipient of ESG funds.

HUD requires a locally-defined citizen participation process for allocation of entitlement funds. This process, which is delineated in the HUD-required five-year Consolidated Plan and confirmed in each year's Action Plan, includes the following steps. County staff, in consultation with the Board-appointed Housing and Community Development Committee (HCDC), develops funding priority guidelines. Then the County issues a Notice of Funding Availability. The staff makes initial funding recommendations to the HCDC, and HCDC holds a public hearing to consider the applications, staff recommendations and testimony by applicants. Finally, HCDC recommendations are compiled into the Annual Action Plan and forwarded to the Board of Supervisors for review, public hearing and approval. After approval the Action Plan will be finalized for submission to HUD not later than May 15, 2012.

DISCUSSION:

The County will receive \$3.6 million of federal housing entitlements funds from the CDBG, HOME, and ESG programs, combined. This is 16% less than last year. ESG funding will increase, but ESG is only 6% of the total entitlement funding.

For administrative efficiency in response to shrinking HUD allocations, Department of Housing will block-grant all ESG funds and a portion of CDBG funds to the Human Services Agency (HSA) to allocate for housing information and referral, shelter operations, and rapid re-housing activities. By combining these funds with other funds already administered by HSA, redundant County contracts with service providers will be eliminated, reducing paperwork for County staff and partner agencies alike.

HSA has sub-allocated the block-granted funds to core agencies and shelter operators through its Continuum of Care process. Attachment A of the Annual Action Plan lists all proposed activities, including the HSA-allocated programs.

Approval of the Annual Action Plan contributes to the Shared Vision 2025 outcome of a Livable Community by increasing the affordable housing supply, rehabilitating existing housing stock, improving facilities that provide vital services to low income populations, and offering opportunities for low-income entrepreneurs to participate in the County's economic vitality through microenterprise assistance.

Action Plan Budget

A \$10.4 million budget will be submitted to HUD, shown below:

| | |
|----------------------------------|--------------------|
| CDBG Grant | \$2,479,330 |
| HOME Grant | \$944,261 |
| ESG Grant | \$222,010 |
| Program Income (loan repayments) | \$1,041,200 |
| Other Reprogrammable Funds | <u>\$5,744,271</u> |
| TOTAL | \$10,431,072 |

HUD Certifications:

In order to receive CDBG, HOME, and ESG funds, the County must submit pro forma certifications to HUD assuring that the County: (1) will not discriminate in providing services; (2) is following a citizens participation process delineated in a citizen participation plan; (3) is providing a drug-free workplace for staff; and (4) has adopted and is enforcing a policy prohibiting the excessive use of force against any individuals engaged in non-violent civil rights demonstrations. In approving the Annual Action Plan, the Board is, therefore, asked to approve the aforementioned certifications as well.

County Counsel has reviewed and approved the Resolution as to form.

FISCAL IMPACT:

The Annual Action Plan activities are included in the Department of Housing Budget for FY 2012-13. There is no Net County Cost.

RESOLUTION NO. _____

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

* * * * *

RESOLUTION

Resolution authorizing: A) The President of the Board to Approve the FY 2012-2013 Annual Action Plan for the use of Federal Funds provided under three entitlement programs: Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Investment Partnerships (HOME); and B) The Director of the Department of Housing or his designee to submit the Annual Action Plan and required certifications to the U.S. Department of Housing and Urban Development (HUD); and C) The Director of the Department of Housing or his designee to execute contract amendments that modify the contract term and/or services so long as the modified term or services do not exceed the total annual HUD funding allocations.

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, pursuant to Section 570.201, Title 24 of the Code of Federal Regulations regarding the Community Development Block Grant (CDBG) Program, CDBG assistance may be used to fund eligible activities to be carried out by public agencies or by private nonprofit entities which are duly organized to undertake community development; and

WHEREAS, the McKinney-Vento Homeless Assistance Act, Public Law 100-77, enacted July 22, 1987, and which was revised by the Housing Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act), provides for the distribution of federal funds, including the revised and renamed Emergency Solutions Grant (ESG) Program, for homeless assistance to units of local governments, including urban counties as defined under the CDBG Program; and

WHEREAS, the National Affordable Housing Act of 1990, Public Law 101-625, enacted November 28, 1990, provides for the distribution of federal funds through the HOME Investment Partnerships Act (HOME) Program to eligible entities and consortia; and

WHEREAS, the County of San Mateo, on behalf of itself and the 16 small cities represents the Urban County for CDBG funding purposes, and which has formed a HOME Consortium with the City of South San Francisco for the purposes of receiving HOME funds to increase the supply of affordable housing in this County; and

WHEREAS, there has been presented to this Board for its consideration and acceptance the FY 2012-13 Annual Action Plan for the use and allocation of HUD funds for the following programs: CDBG, ESG, and HOME (Action Plan); and

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board of Supervisors: (A) approves and accepts the Annual Action Plan; and (B) authorizes the Director of the Department of Housing (Director) to submit the Annual Action Plan and the related certifications and all understandings and assurances contained therein to HUD, and to take all necessary actions in connection with the submission of the Action Plan, including providing additional information as the United States government may require; and (C) authorizes the Director or the Director's designee to execute contract amendments that modify the contract term and/or services so long as the modified term or services do not exceed the total annual HUD funding allocations.

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Attachment A - FY2012-13 CDBG/HOME/ESG ACTION PLAN PROJECTS

| Applicant/Project Name | Project/Program Description | Requests & Recommendations | | | Funding Source | | | | | NOTES |
|---|--|----------------------------|-----------|-----------|----------------|----------|---------|-----------|-----|---|
| | | Amt Req | Staff Rec | HCDC Rec | CDBG | CDBG RLF | HOME | HOME CHDO | ESG | |
| A. Housing Development & Rehabilitation (through HCDC Allocation process) | | | | | | | | | | |
| MidPen Housing Corporation/ <u>Half Moon Village (HMV)</u> | 2 phase sr hsg proj. Ph. I - N/C of approx 48 units on 1-acre of vacant land. Ph. II - demo of existing HMV units (60 sr units) with n/c of approx 112 units. Total 160 new units | 1,000,000 | 1,000,000 | 1,000,000 | 10,942 | | 989,058 | | | Multiyear proj is integral part of Hsg Authority's disposition strategy to replace HMV (60 units) and add 100 units of sr hsg for total of 160 new units. |
| Mid-Peninsula The Farm, Inc./ <u>Woodlands Newell, East Palo Alto</u> | A/R of 2 existing aff hsg devts located near each other. Sponsor to combine into single proj for refi with 4% tax credits to undertake extensive rehab and preservation of existing 49 LI units. | 2,600,000 | 2,000,000 | 2,600,000 | 1,353,812 | | | 1,246,188 | | Sponsor is undergoing County review for CHDO certification (affil. with MPH). HCDC recom. full funding. |
| | Category Uses | 3,600,000 | 3,000,000 | 3,600,000 | 1,364,754 | | 989,058 | 1,246,188 | | Any category notes |
| | Category Sources | 3,600,000 | 3,600,000 | 3,600,000 | 1,364,754 | | 989,058 | 1,246,188 | | |
| | Category Surplus / (Deficit) | 0 | 600,000 | 0 | 0 | | 0 | 0 | | |
| B. Non-Profits' Housing Rehab Programs | | | | | | | | | | |
| Center for the Independence of Individuals with Disabilities/ <u>HAM & TAP Programs</u> | Provides modifications to homes of disabled LI residents. Goal 70 HH | 75,000 | 75,000 | 75,000 | 75,000 | | | | | Sponsor meeting performance goals. Staff recom. continued funding. |
| El Concilio of San Mateo County/ <u>Peninsula Minor Home Repair</u> | Provides minor home repair services to residents of San Mateo County incorporating the benefit of energy conservation Goal 75 HH | 100,000 | 0 | 70,000 | 70,000 | | | | | If Sponsor doesn't expend all \$70,000 from FY11-12, HCDC recom. contract ext'n into next yr/no new funds. If spend current yr's funding by 6/30/2012, HCDC recom. FY 12-13 \$70,000. |
| North Peninsula Neighborhood Services Center/ <u>Home Revitalization Program</u> | Provides minor home repairs to low & very low income homeowners. Goal 20 HH | 45,000 | 45,000 | 45,000 | 45,000 | | | | | Sponsor meeting performance goals. Staff recom. continued funding. |
| Rebldg Together Peninsula (RTP)/ <u>National Rebldg Day-Home</u> | Volunteer home repair and renovation for low-income homeowners. Goal 8 HH | 27,500 | 27,500 | 27,500 | 27,500 | | | | | Sponsor meeting performance goals. Staff recom. continued funding. |
| RTP - <u>Safe at Home - Minor Home Repair Program</u> | Year-round Minor Home Repair Prog. Goal 80 HH. | 100,000 | 100,000 | 100,000 | 100,000 | | | | | Sponsor meeting performance goals. Staff recom. continued funding. |
| Sr. Coastsiders - <u>Coastside Minor Home Repair Project</u> | Yr-round & 1-day vol. progs to do minor homes repairs for srs/disabled HHs. Goal 40 HH . | 60,000 | 60,000 | 60,000 | 60,000 | | | | | Sponsor meeting performance goals. Staff recom. continued funding. |
| | Category Uses | 407,500 | 307,500 | 377,500 | 377,500 | | | | | |
| | Category Sources | 307,500 | 307,500 | 377,500 | 377,500 | | | | | |
| | Category Surplus / (Deficit) | -100,000 | 0 | 0 | 0 | | | | | |

Attachment A - FY2012-13 CDBG/HOME/ESG ACTION PLAN PROJECTS

| Applicant/Project Name | Project/Program Description | Requests & Recommendations | | | Funding Source | | | | | NOTES |
|--|--|----------------------------|-----------|-----------|----------------|----------|------|-----------|-----|---|
| | | Amt Req | Staff Rec | HCDC Rec | CDBG | CDBG RLF | HOME | HOME CHDO | ESG | |
| C. Public Facilities | | | | | | | | | | |
| City of Belmont/ <u>Twin Pines Sr. & Comm. Ctr.</u> | Funds will be used for painting & carpeting for the Comm. Cntr. Goal 1 Facility | 69,000 | 53,850 | 25,000 | 25,000 | | | | | Sponsor encouraged to collaborate with RTP. |
| City of San Bruno Public Library/ <u>Library Accessibility</u> | Multi-year project to complete ADA requirements. Goal 1 Facility | 63,000 | 63,000 | 63,000 | 63,000 | | | | | Proj. meets NOFA funding goals. |
| Coastside Children's Program (CCP)/ <u>Coastside Children's Programs (CCP) Rehabilitation</u> | Funds to assist in the continued rehab of the child care facilities in Montara, El Granda and Half Moon Bay. Goal 3 Facilities | 94,080 | 90,000 | 90,000 | 90,000 | | | | | Proj. meets NOFA funding goals. |
| Rebuilding Together Peninsula/ <u>National Rebuilding Day-Facilities</u> | Volunteer repair and renovation for low-income community facilities. Goal 5 Facilities | 25,000 | 25,000 | 25,000 | 25,000 | | | | | Applicant meeting current contract requirements. Staff recom. continued funding. |
| Senior Coastsiders/ <u>Coastside Adult Comm. Ctr</u> | Funds to assist w/ architect fees to design space for new Senior Coastsiders facility. Goal 1 Facility | 75,000 | 0 | 75,000 | 75,000 | | | | | Part of larger multi-use devt w/ Mercy Hsg to provide 40 units of sr. hsg atop ground flr svs cntr. Staff in agt with HCDC Rec. |
| St. Vincent de Paul (SVdP) - <u>Café St. Vincent Rehab, 638 Linden Av., . SSF</u> | A/R for relocation/build-out of dining room & food prog. facilitiy, currently located in downtown SSF. Goal 1 Fac. | 300,000 | 0 | 300,000 | 300,000 | | | | | Due to RDA dissol'n & new Oversight Bd, project timeline not definitive. HCDC recom. \$300,000. Staff may hold funding in Off-Cycle Reserves. |
| Reserve for qualified mid-cycle applications | Reserve for qualified mid-cycle projects (non-HCDC) | 0 | 900,000 | 900,000 | 900,000 | | | | | |
| | Category Uses | 626,080 | 1,131,850 | 1,478,000 | 1,478,000 | | | | | |
| | Category Sources | 700,000 | 1,300,000 | 1,478,000 | 1,478,000 | | | | | |
| | Category Surplus / (Deficit) | 73,920 | 168,150 | 0 | 0 | | | | | |

| | | | | | | | | | | |
|---|---|---|--------|--------|--------|--------|--|--|--|---|
| D. Micro-Enterprise & Economic Devt. | | | | | | | | | | |
| 15 | Child Care Coordinating Council of SMCo./ <u>Family Child Care Business Class Series</u> | Class series for new family child care owners to gain skills to sustain their business. Goal 5 HH | 24,374 | 25,000 | 0 | 0 | | | | Contract to extend into next year to allow Sponsor to expend Fy11-12 funds. No new funds. |
| 16 | Renaissance Entrepreneurship Center/ <u>Renaissance Mid-Peninsula</u> | Prg. provides training and support for low-income entrepreneurs. Goal 100 HH | 50,000 | 40,000 | 40,000 | 40,000 | | | | Applicant meeting performance goals. Staff recom. continued funding. |
| | Category Uses | 74,374 | 65,000 | 40,000 | 40,000 | | | | | |
| | Category Sources | 75,000 | 75,000 | 40,000 | 40,000 | | | | | |
| | Category Surplus / (Deficit) | 626 | 10,000 | 0 | 0 | | | | | |

| | |
|--|---------------|
| E. Public Services - Emergency Shelter Operations | SEE PAGE FIVE |
| F. Public Services - Fair Housing | SEE PAGE FIVE |
| G. Public Services - Core Service Agencies | SEE PAGE FIVE |

Attachment A - FY2012-13 CDBG/HOME/ESG ACTION PLAN PROJECTS

| Applicant/Project Name | Project/Program Description | Requests & Recommendations | | | Funding Source | | | | | NOTES |
|--|---|----------------------------|-----------|----------|----------------|----------|------|-----------|-----|---|
| | | Amt Req | Staff Rec | HCDC Rec | CDBG | CDBG RLF | HOME | HOME CHDO | ESG | |
| H. Public Services - General | | | | | | | | | | |
| Bay Area Legal Aid/ <u>Domestic Violence Legal Safety Net Project</u> | Civil legal services to domestic violence survivors and their families. Goal 307 P | 25,000 | 25,000 | 25,000 | 25,000 | | | | | Applicant meeting current contract requirements. Staff recom. continued funding. |
| Coastside Adult Day Health Center/ <u>Aging in Place Program</u> | Prg. provides comprehensive health care prog. that assist srs. on the coast. Goal 150 P | 40,006 | 25,000 | 25,000 | 25,000 | | | | | Applicant meeting current contract requirements. Staff recom. continued funding. |
| Community Legal Services in East Palo Alto/ <u>Homeless Prevention and Housing Advocacy</u> | Sponsor provides legal svcs for Hsg and Anti-Predatory Lending. Goal 471 P | 24,750 | 25,000 | 25,000 | 25,000 | | | | | Applicant meeting current contract requirements. Staff recom. continued funding. |
| Friends for Youth, Inc./ <u>Mentoring Services</u> | Provides youth mentoring/other basic needs svcs to low-income children and youth. Goal 131 P | 57,777 | 0 | 12,500 | 12,500 | | | | | Prg. has effect of keeping families intact and keeping them in their homes. |
| Human Investment Project/ <u>Home Sharing Program</u> | Provides aff. Hsg option by matching home providers w/ LI home seekers. Provides referrals to comm resrcs and hsg options. Goal 906 P | 84,000 | 49,015 | 65,000 | 65,000 | | | | | Applicant meeting performance goals. Staff recom. continued funding. |
| Legal Aid Society of San Mateo County/ <u>Homesavers</u> | Legal asst for people threatened with losing hsg or living in substandard conditions with the goal of keeping people hsd. Goal 1200 P | 25,000 | 25,000 | 25,000 | 25,000 | | | | | Applicant meeting performance goals. Staff recom. continued funding. |
| Mental Health Association/ <u>Supported Housing Program (HOT Team Case Mgmt)</u> | APPLICATION WITHDRAWN | 0 | 0 | 0 | 0 | | | | | APPLICATION WITHDRAWN |
| <u>Peninsula Volunteers, Inc./ Meals on Wheels / Rosener House Adult Day Services</u> | Meals on Wheels: Provision of meals for homebound srs. Rosener House: Assists LI, disabled srs to access therapeutic treatment svcs while providing family caregivers respite and support. Goal 347 P | 50,000 | 25,000 | 25,000 | 25,000 | | | | | Program strives to keep people in their homes. Sponsor to decide how to allocate funding amt between Meals on Wheels and Rosener House. |
| Service League of SMCo./ <u>Hope House(s) Transitional Case Management</u> | Case mgt for clients exiting incarceration. Goal 14 P | 33,000 | 25,000 | 12,500 | 12,500 | | | | | Sponsor meeting performance goals. Staff recom. continued funding. |
| Sitike Counseling Center/ <u>Sitike Counseling Center</u> | Provides subst. abuse, mental and violence prevention svcs to SMC residents. Goal 185 P | 25,000 | 0 | 0 | 0 | | | | | Important service, but due to limited funding, prg. is lower CDBG funding priority. |
| The Latino Commission/ <u>Casa Adelita Residential Housing</u> | Intensive 24/7 residential facility for women with subs abuse problems. Tnnts receive counseling, coaching & prep. to re-enter community. Goal 15 P | 25,000 | 0 | 0 | 0 | | | | | Important service, but due to limited funding, prg. is lower CDBG funding priority. |

Attachment A - FY2012-13 CDBG/HOME/ESG ACTION PLAN PROJECTS

| | Applicant/Project Name | Project/Program Description | Requests & Recommendations | | | Funding Source | | | | | NOTES |
|--|---|---|----------------------------|-----------|----------|----------------|----------|------|-----------|-----------|---|
| | | | Amt Req | Staff Rec | HCDC Rec | CDBG | CDBG RLF | HOME | HOME CHDO | ESG | |
| 28 | The Latino Commission/ <u>Casa Maria Residential Housing</u> | Intensive 24/7 residential facility for women with subs abuse problems. Tnnts receive counseling, coaching & prep. to re-enter community. Goal 15 P | 25,000 | 0 | 0 | 0 | | | | | Important service, but due to limited funding, prg. is lower CDBG funding priority. |
| | | Category Uses | 414,533 | 199,015 | 215,000 | 215,000 | | | | | HUD CDBG regs cap total funding in the Public Services categories. |
| | | Category Sources | 199,015 | 199,015 | 215,000 | 215,000 | | | | | |
| | | Category Surplus / (Deficit) | -215,518 | 0 | 0 | 0 | | | | | |
| E. Public Services - Emergency Shelter Operations (funding through Human Services Agency) | | | | | | | | | | | |
| 29 | Community Overcoming Relationship Abuse/ <u>CORA Emergency Shelter Program</u> | Emerg shltr for victims of dom violence/their children, providing confidential/safe living env. for 6-8 weeks. Goal 42 IND | 30,000 | | | 27,274 | | | | | \$377,048 (\$171,689 CDBG + 205359 ESG) to be block-granted to H.S.A. to administer as part of H.S.A. funding pool for Shelters. Amt. includes \$72,153 for Rapid Re-Hsg. |
| 30 | Home & Hope/ <u>Interfaith Sheltering Program</u> | Shltr, 3 daily meals, full-svc day center, and case mgmt for homeless families. Goal 60 P | 60,000 | | | 22,694 | | | | | |
| 31 | Project We HOPE/ <u>Warming Shelter Operations</u> | Emerg shltr op for shltr located in Ealt Palo Alto. Goal 400 P | 50,000 | | | 45,592 | | | | | |
| 32 | Samaritan House/ <u>Safe Harbor Shelter</u> | Emergency (less than 30 days) and transitional (30 days to 6 months) shelter for single homeless adults over the age of 18 in SMC0. Goal 358 P | 90,000 | | | 50,000 | | | | | |
| 33 | Shelter Network/ <u>Shelter Operations</u> | Transitional Hsg/comprehensive support svcs for homeless families and indiv. at various sitesin SMC0. Goal 792 P | 250,000 | | | 3,435 | | | | \$133,206 | |
| 33 | Shelter Network/ <u>Shelter Operations</u> | A portion of the Shelter Network grant is for Rapid Rehousing services. | | | | | | | | \$72,153 | |
| 34 | Star Vista (formerly YFES)/ <u>Daybreak Shelter Operations</u> | Transitional Hsg and Independent Living Skills Training for Homeless Youth. Goal 30 P | 35,000 | | | 22,694 | | | | | |
| | | Category Uses (block grant total) | 515,000 | 352,377 | 377,047 | 171,689 | | | | \$205,359 | |
| | | Category Sources | 304,894 | 377,047 | 377,047 | 171,689 | | | | \$205,359 | |
| | | Category Surplus / (Deficit) | -210,106 | 24,670 | 0 | 0 | | | | \$0 | |

Attachment A - FY2012-13 CDBG/HOME/ESG ACTION PLAN PROJECTS

| | | Requests & Recommendations | | | Funding Source | | | | | NOTES |
|--|---|----------------------------|-----------|-----------|----------------|----------|---------|-----------|-----------|---|
| Applicant/Project Name | Project/Program Description | Amt Req | Staff Rec | HCDC Rec | CDBG | CDBG RLF | HOME | HOME CHDO | ESG | |
| F. Public Services - Fair Housing | | | | | | | | | | |
| Project Sentinel/ Fair Housing Enforcem't Svcs | Comprehensive fair housing enforcement svcs. Goal 270 HH | 50,000 | 35,000 | 35,000 | 35,000 | | | | | Sponsor meeting current performance goals. |
| | Category Uses | 50,000 | 35,000 | 35,000 | 35,000 | | | | | |
| | Category Sources | 35,000 | 35,000 | 35,000 | 35,000 | | | | | |
| | Category Surplus / (Deficit) | -15,000 | 0 | 0 | 0 | | | | | |
| G. Public Services - Core Service Agencies (funding through Human Services Agency) | | | | | | | | | | |
| Coastside Hope/ Food Program Coordinator | Part-time food program coord position providing food to those most in need. Goal 550 HH | 25,000 | | | 18,115 | | | | | \$95,330 CDBG funds to be block-granted to San Mateo County Human Services Agency for Core Agency safety-net services. H.S.A. will administer the CDBG funds along with H.S.A. funds for Core Agencies. |
| El Concilio of SMCo./ Emergency Services Partnership | Provides emerg. svcs/access to safety net services. Goal 157 HH | 50,000 | | | 18,115 | | | | | |
| North Peninsula Neighborhood Services Center/ Social Services | Emerg asst/safety net svcs to low and very low inc. residents. Goal 1317 HH | 15,000 | | | 13,508 | | | | | |
| Puente de la Costa Sur/ Safety Net Services | Provides emerg asst, counseling, literacy programs & other safety-net svcs to low and very low income residents in Pescadero. Goal 870 HH | 30,953 | | | 18,318 | | | | | |
| Samaritan House/ Core Services Program | Provides case mgmt, emergency and safety net services to low and very low income residents. Goal 307 HH | 35,000 | | | 27,274 | | | | | |
| | Category Uses (block grant total) | 155,953 | 120,000 | 95,330 | 95,330 | | | | | |
| | Category Sources | 120,000 | 120,000 | 95,330 | 95,330 | | | | | |
| | Category Surplus / (Deficit) | -35,953 | 0 | 0 | 0 | | | | | |
| TOTAL - all NOFA categories (A-H). See Grand Total on next page. | | | | | | | | | | |
| | Category Uses | 5,843,440 | 5,210,742 | 6,217,877 | 3,777,273 | 0 | 989,058 | 1,246,188 | \$205,359 | |
| | Category Sources | 5,341,409 | 6,013,562 | 6,217,877 | 3,777,273 | 0 | 989,058 | 1,246,188 | \$205,359 | |
| | Category Surplus / (Deficit) | -502,031 | 802,820 | 0 | 0 | 0 | 0 | 0 | \$0 | |

Attachment A - FY2012-13 CDBG/HOME/ESG ACTION PLAN PROJECTS

| | | Requests & Recommendations | | | Funding Source | | | | | NOTES |
|--|--|----------------------------|------------|------------|----------------|------------|-----------|-----------|-----------|-------|
| Applicant/Project Name | Project/Program Description | Amt Req | Staff Rec | HCDC Rec | CDBG | CDBG RLF | HOME | HOME CHDO | ESG | |
| NON-HCDC CATEGORIES (below) | | | | | | | | | | |
| I. Housing Development & Rehabilitation (funded through "over the counter" Rehab Revolving Loan Program)non-HCDC | | | | | | | | | | |
| East Palo Alto Community Alliance & Neighborhd Dev't. Org./ 2377- 2397 Clarke Avenue Apts. Roof Replacemt, EPA | Roof replacement on Clarke Av. Apts. (15 units in 3 bldgs). | 52,444 | 50,000 | 50,000 | | 50,000 | | | | |
| Hermanas Assoc. (MidPen Hsg Corp.)/ Main Street Park I, HMB (36 units) | Rehab of Ph. I of devt (36 units in 10 bldgs). | 600,000 | 600,000 | 600,000 | | 600,000 | | | | |
| Metro Senior Homes, Inc. (BRIDGE Housing)/ Metro Center Senior Apts, Foster City | Window replacement for one of two structures. | 750,000 | 750,000 | 750,000 | | 750,000 | | | | |
| Mid-Peninsula The Farm, Inc./ Family Crossroads, Daly City | Rehab of 14 unit homeless trans. hsg run by Shelter Network. | 250,000 | 250,000 | 250,000 | | 250,000 | | | | |
| Add CDBG Program Income to Rehab Revolving Loan Fund | Shows in source breakouts, but nets to zero in total | | 0 | 0 | 1,131,246 | -1,131,246 | | | | |
| Reserve for qualified mid-cycle applications | Non-profit Affordable Housing | | 200,000 | 200,000 | | 200,000 | | | | |
| Reserve for qualified mid-cycle applications | Single-Family Housing Rehab | | 550,000 | 550,000 | | 550,000 | | | | |
| | Category Uses | 1,652,444 | 2,400,000 | 2,400,000 | 1,131,246 | 1,268,754 | | | | |
| | Category Sources | 1,650,000 | 2,400,000 | 2,400,000 | 1,131,246 | 1,268,754 | | | | |
| | Category Surplus / (Deficit) | -2,444 | 0 | 0 | 0 | 0 | | | | |
| J. Administrativenon-HCDC | | | | | | | | | | |
| Section 108 Repayment | | | 627,719 | 627,719 | 627,719 | | | | | |
| Program Administration Allowance | | | 894,477 | 894,477 | 571,866 | 57,600 | 248,361 | 0 | \$16,651 | |
| Project Delivery Allowance (direct project-delivery costs) | | | 290,998 | 290,998 | 56,936 | 234,062 | 0 | 0 | | |
| Reserves (excluding reserves noted above in categories) | For other program and/or HUD-related obligations | | 0 | 0 | 0 | 0 | | | | |
| | Category Uses | | 1,813,195 | 1,813,195 | 1,256,521 | 291,662 | 248,361 | 0 | \$16,651 | |
| | Category Sources | | 1,813,195 | 1,813,195 | 1,256,521 | 291,662 | 248,361 | 0 | \$16,651 | |
| | Category Surplus / (Deficit) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | \$0 | |
| TOTAL - ALL CATEGORIES | Category Uses | 7,495,884 | 9,423,937 | 10,431,072 | 6,165,040 | 1,560,416 | 1,237,419 | 1,246,188 | \$222,010 | |
| | Category Sources | 6,991,409 | 10,226,757 | 10,431,072 | 6,165,040 | 1,560,416 | 1,237,419 | 1,246,188 | \$222,010 | |
| | Category Surplus / (Deficit) | -504,475 | 802,820 | 0 | 0 | 0 | 0 | 0 | \$0 | |
| | | | Checksum | 0 | 0 | 0 | 0 | 0 | 0 | |

FY 2012-13 SOURCES & USES

Version: 4/9/2012

| SOURCES FY 2012-13 | | | TOTAL |
|------------------------------|--------------------------|--|-------------------|
| | Notes | | |
| PROJECTED ENTITLEMENT GRANT | 1 | | 3,645,601 |
| PROJECTED NEW PROGRAM INCOME | 2 (Jan. thru Dec. 2012) | | 1,041,200 |
| OTHER PROGRAMMABLE FUNDS | 3 (as of 12/31/2011) | | 5,744,271 |
| TOTAL SOURCES | | | 10,431,072 |

| CDBG | CDBG REHAB | HOME | HOME CHDO | ESG |
|------------------|------------------|------------------|------------------|----------------|
| 2,479,330 | 0 | 802,622 | 141,639 | 222,010 |
| 380,000 | 288,000 | 373,200 | 0 | 0 |
| 3,305,709 | 1,272,416 | 61,597 | 1,104,549 | 0 |
| 6,165,039 | 1,560,416 | 1,237,419 | 1,246,188 | 222,010 |

| USES FY 2012-13 | | HCDC | Non-HCDC | TOTAL |
|--|-------|------------------|------------------|-------------------|
| Category | Notes | | | |
| A. Affordable / Supportive Housing Dev. | 4 | 3,600,000 | | 3,600,000 |
| A. Section 108 Loan Payment | 5 | 0 | 627,719 | 627,719 |
| B. Minor Home Repair Grants | 6 | 377,500 | 0 | 377,500 |
| C. Public Facilities - Loans | 6 | 578,000 | 0 | 578,000 |
| C. Public Facilities - Grants | 6 | 0 | 0 | 0 |
| D. Micro-Enterprise / Ec. Dev. Grants | 6 | 40,000 | 0 | 40,000 |
| E. Public Services - Shelter Services | 7,8 | | 304,894 | 304,894 |
| E. Public Services - Rapid Rehousing | 7,8 | | 72,153 | 72,153 |
| G. Public Services - Core Service Agencies | 9 | | 95,330 | 95,330 |
| F. Public Services - Fair Housing | 10 | 0 | 35,000 | 35,000 |
| H. Public Services - Other | 11 | 215,000 | 0 | 215,000 |
| Major Rehab Loans - County | 12 | 0 | 1,650,000 | 1,650,000 |
| Program Administration | 13 | 0 | 894,477 | 894,477 |
| Project Delivery Costs | 14 | 0 | 290,998 | 290,998 |
| Reserves | 15 | 0 | 1,650,000 | 1,650,000 |
| TOTALS | | 4,810,500 | 5,620,572 | 10,431,072 |

| CDBG | CDBG REHAB | HOME | HOME CHDO | ESG |
|------------------|------------------|------------------|------------------|----------------|
| 1,364,754 | | 989,058 | 1,246,188 | |
| 627,719 | | | | |
| 995,500 | | | | |
| 517,018 | | | | 133,206 |
| | | | | 72,153 |
| 1,131,246 | 518,754 | 0 | 0 | |
| 571,866 | 57,600 | 248,361 | | 16,651 |
| 56,936 | 234,062 | | | |
| 900,000 | 750,000 | 0 | 0 | |
| 6,165,039 | 1,560,416 | 1,237,419 | 1,246,188 | 222,010 |

NOTES FY 2012-13

| | | | | |
|----|---|---------------------------|-----------------------------|-------------------|
| 1 | Annual federal entitlement grants for CDBG, HOME, and ESG. Adjusted down for two HUD-cancelled projects | CDBG Breakout: Total CDBG | CDBG Breakout: Current CDBG | |
| 2 | Projected new program income from loan pay-offs expected during calendar 2012 | | | |
| 3 | Includes: Trust fund balances + reprogrammable funds previously allocated but cancelled or returned; also adjusted to reconcile w/ HUD's official un-expended funds reports | | | |
| 4 | Housing Development: recommend allocating 1/2 of total CDBG, excluding rehab revolving loan fund, to affordable housing development & rehabilitation projects. | 32% | 70% | |
| 5 | Current-year CDBG funds are used to pay off HUD for a Section 108 loan that went into Trestle Glen apartments. This will be offset eventually as the development is able to pay back the program. | | | |
| 6 | Remaining CDBG (after Housing & Public Services) goes to: Minor Home Repair, Public Facilities, Micro-Enterprise, Economic Development | 16% | 35% | |
| 7 | Public Services: recommend allocating HUD maximum, which is 15% of CDBG (grant + PI) | 8% | 18% | Pub Svcs Breakout |
| 8 | Shelter Services & Rapid Rehousing - block granted to HSA: recommended allocation approx. 1/3 of public service funds + all ESG. | | | 33% |
| 9 | Core Service Agencies - block granted to HSA: recommended allocation as approx. 1/4 of public service funds | | | 18% |
| 10 | Fair Housing: recommended allocation as approx. 5% of public service funds. HUD requires some. | | | 7% |
| 11 | Remaining Public Services funds are the residual after Shelters, Cores and Fair Housing. | | | 42% |
| 12 | Major Rehab is an "over the counter" program funded primarily from its own Revolving Loan Fund, and excluded from calculations. However, this year due to high demand and few new developments, we recommend funding. | 18% | 40% | |
| 13 | Program Administration fees that pay for all admin other than direct casework are capped by HUD at 20% for CDBG; 10% for HOME. This calculation excludes "Other Programmable Funds" for which the admin. allowance has been | 9% | 20% | |
| 14 | Housing Department can claim reimbursement for Project Delivery Costs for direct casework subject to limitations. | 1% | 2% | |
| 15 | Reserves are necessary to manage timing and contingencies. Reserves in CDBG Revolving Loan Fund cover over the counter requests for home rehab. Reserves in regular CDBG all mid-year, off-cycle responsiveness. | 15% | 31% | |
| 16 | This calculation shows % of all CDBG allocated to revolving loans versus grants. Grants to go Public Services, Micro-Enterprise, Minor Home Repair, and some Public Facilities. Recommend at least 50% to loans. | | | 55% |