



COUNTY OF SAN MATEO

FY 2019-20 Action Plans for San Mateo County HOME Consortium:

- **County of San Mateo Urban County**

Approved by County Board of Supervisors
Resolution No. XXXXXXXXXX- April 23, 2019

San Mateo Urban County

County of San Mateo
City of Atherton
City of Belmont
City of Brisbane
City of Burlingame
City of Colma
City of East Palo Alto
City of Foster City
City of Half Moon Bay
Town of Hillsborough
City of Menlo Park
City of Millbrae
City of Pacifica
Town of Portola Valley
City of San Bruno
City of San Carlos
Town of Woodside

HOME Consortium Members:

San Mateo Urban County
City of South San Francisco

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City of San Mateo

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Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The Consolidated Plan serves as a planning document meeting the federal government statutory requirements in 24 CFR 91.200-91.230, with revisions for preparing a Consolidated Plan and guiding the use of CDBG, HOME, HOPWA, and ESG funding based on applications to the U.S. Department of HUD. The major sections of the Consolidated Plan include a Housing Market Analysis, Housing and Homeless Needs Assessment, 5-year Strategic Plan, a 1-year Action Plan, and Consultation and Citizen Participation, with accompanying documentation relating to public comment. The Strategic Plan addresses specific needs that were identified in the data analysis, with specific goals and program targets for each category designated for funding. The Action Plan is a subset of the Strategic Plan, addressing funding options for the next fiscal year. The Consolidated Plan can be used by organizations in the community as a guide for identifying activities through which they can help the jurisdiction reach their housing and community development goals. The Consolidated Plan also serves as the baseline for measuring program effectiveness, as reported in the Consolidated Annual Performance and Evaluation Report (CAPER) required by HUD for each fiscal year's funding allocation. Incorporated into the Consolidated Plan are analysis of the local housing market and a review of housing and homeless needs in San Mateo County as a means of defining the current environment in which federal funding is being used. The Consolidated Plan provides a strategic plan for meeting priority needs that were identified through the community participation process. The analytical parts of the document draw from the 2009-2013 American Community Survey and CHAS data provided by HUD. Other data sources include the 2010 U.S. Census and other information gathered locally, including the HOPE for the Homeless and the local Continuum of Care organization. This Annual Action Plan is based on the Consolidated Plan goals and objectives and covers the FY 2018 – 2019 program year.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

This Annual Action Plan contains a range of goals, objectives, and outcomes formulated to address needs identified for homelessness, other special needs, affordable housing, non-housing community development, barriers to affordable housing, lead-based paint hazards, institutional structure, and coordination. These objectives include:

- Support the acquisition, creation, rehabilitation, and preservation of affordable housing units, including the adaptive re-use of non-housing structures for use as affordable housing;

- Support emergency shelters, transitional housing, agencies that provide safety net services, and agencies that provide housing related supportive services aimed at keeping people in their homes; and
- Support community and economic development programs and projects, including emergency shelters and supportive housing projects, community facilities, and job creation/retention programs.

These objectives are supported by a collection of associated strategies and performance goals. These strategies seek to work toward meeting the objectives stated, addressing the need for more affordable housing, housing rehabilitation, public facilities and infrastructure improvements, and public services. Specifics can be found in the Strategic Plan and Annual Action Plan.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

San Mateo County has a history of successful programs funded through the Community Development Block Grant Program, HOME, and ESG. Of particular importance to the health of the county have been programs that address the availability and condition of the housing stock. The County has successfully funded housing development and rehabilitation activities targeting lower income and elderly households unable to properly maintain their homes. The County has worked actively with local homeless services providers to expand services aimed at helping those persons find employment, housing, health care services, and educational opportunities. Details of past performance can be found in the County's Consolidated Annual Performance and Evaluation Report (CAPER).

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

A public meeting was held with the Housing and Community Development Commission on February 27, 2019 at the Department of Housing offices in Belmont, during which agencies were allowed to speak in favor of projects submitted for FY 2019-2020 funding. A public hearing and vote by the Board of Supervisors was held on April 23, 2019 at the Board Chambers in Redwood City. The Board adopted a resolution approving the distribution of funds proposed by County staff and supported by the Housing and Community Development Commission. Proof of a public hearing notice and public comments are included as an attachment.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Nine people spoke during the public hearing to thank the Commission for their continued support and provided public testimony in support of the programs and projects being evaluated for funding by the Housing and Community Development Commission. Two people spoke and[BB1] one person submitted a letter of public comment for the public hearing held by the Board of Supervisors on April 23, 2019, they provided testimony in support of the programs and projects being recommended for funding and thanked the Board of Supervisors for their past support. There were no comments received on the Annual Action Plan posted on the County's website or from the copy displayed at the front desk at the Department of Housing. Documentation on comments received is attached.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments were accepted.

7. Summary

This plan provides a framework through which San Mateo County manages its federal entitlement programs related to community development and homeless assistance. Data was provided through HUD's eCon software system, utilizing American Community Survey data and other sources, to construct the needs assessment and market analysis. The County worked with local service providers and other concerned citizens to develop the strategic plan and annual action plan, both designed to address needs within the county as identified through the public participation process and needs assessment.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	SAN MATEO COUNTY	
CDBG Administrator	SAN MATEO COUNTY	Department of Housing
HOPWA Administrator		
HOME Administrator	SAN MATEO COUNTY	Department of Housing
ESG Administrator	SAN MATEO COUNTY	Department of Housing
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative

The Department of Housing of the County of San Mateo is the lead agency for the administration of the CDBG, HOME, and ESG funding. It is also responsible for the preparation of the Consolidated Plan, Annual Action Plan, and Consolidated Annual Performance and Evaluation Report (CAPER).

Consolidated Plan Public Contact Information

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AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

This Annual Action Plan will include funding for the second year of a two-year funding cycle for the public service and housing rehabilitation programs that received funding in FY 2018-2019. The Department of Housing held two public meetings with the Housing and Community Development Committee to consider the distribution of funds. The first public meeting, which was held on February 20, 2019, the Housing and Community Development Committee conducted a preliminary review, including staff recommendations, of all housing development projects, housing rehab programs, public facilities, micro-enterprise & economic development, public services and fair housing programs and projects under consideration for funding in FY 2019-2020. A second public meeting was held on February 27, 2019 to provide agencies and developers an opportunity to provide additional information about their programs and projects. The Housing and Community Development Committee asked questions and solicited information from agencies and developers and gave members of the public an opportunity to provide public testimony regarding the projects and programs under consideration. A public hearing will be held before the Board of Supervisors on April 23, 2019. Comments received from the agencies and the public will be summarized in an attachment to this document.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The County works closely with, and in on an ongoing basis with most, if not all, of the providers of affordable housing, and housing related supports and services throughout the County. The County also works to utilize Section 8 vouchers from the federal government through the Moving to Work Program to address the housing needs of the County's lowest income households. Through the Continuum of Care process, the County maintains relationships with mental health providers, homeless shelters and services providers, and other governmental agencies with specific responsibilities for homeless individuals and families. The County also participates in a variety of other coalitions that seek to address other issues related to the housing and supportive service needs of low income individuals and families, including homeless and formerly homeless, who reside in San Mateo County.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

County staff works actively with HOPE, the local umbrella for the development of the Continuum of Care. Staff participates regularly in scheduled meetings and point-in-time surveys. In the past, the County has provided administrative support to supplement Continuum of Care initiatives and funding to the various agencies that make up the membership of HOPE.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Staff from the County participates in the development of the Continuum of Care, working with area service providers to include County resources, to the extent possible, in the provision of services to homeless individuals and families in San Mateo County.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Midpen Housing Corporation
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provide information about the importance of investing in and preserving existing affordable, multi-family rental housing to preserve affordability and prevent displacement.
2	Agency/Group/Organization	StarVista
	Agency/Group/Organization Type	Services-homeless Services-Health Services-Education

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Needs - Unaccompanied youth Market Analysis Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provide information to the Housing and Community Development Committee about their work and needs of low income individuals, especially low income LGBTQ residents of San Mateo County, including potential homelessness.
3	Agency/Group/Organization	LATINO COMMISSION
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Needs - Veterans Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provide information to the Housing and Community Development Committee about their work and needs of low income individuals with special needs, including potential homelessness, resulting from substance abuse.
4	Agency/Group/Organization	Rebuilding Together Peninsula
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided information to the Housing and Community Development Committee. Presented information about their work and how they are able to assist low income individuals and families, to remain in their home, preserving affordability and preventing displacement.
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Identify any Agency Types not consulted and provide rationale for not consulting

N/A.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	HOPE for the Homeless	The Strategic Plan provides a set of priorities for addressing homelessness.

Table 3 – Other local / regional / federal planning efforts

Narrative

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

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The first public meeting, which was held on February 20, 2019 at the Department of Housing offices in Belmont, was a study session in which the Housing and Community Development Committee conducted a preliminary review, including staff recommendations, of all housing development projects, housing rehab programs, public facilities, micro-enterprise & economic development, public services and fair housing programs and projects under consideration for funding in FY 2018-2019. A second public meeting was held on February 27, 2019, also at the Department of Housing offices in Belmont providing agencies and the public to speak in favor of, or against, projects submitted for FY 2018-2019 funding. A public hearing and vote by the Board of Supervisors was held on April 23, 2019 at the Board Chambers in Redwood City. The Board adopted a resolution approving the distribution of funds proposed by County staff and supported by the Housing and Community Development Committee. Proof of a public hearing notice and public comments are included as an attachment.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	Representatives of agencies spoke during the public meeting held on February 27, 2019.	Comments were received by nine members of the public and the Housing and Community Development Committee from agencies seeking funding from the CDBG, HOME, and ESG programs. All comments received were supporting programs or projects under consideration.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Non-targeted/broad community	A public hearing was held during a regular Board meeting on April 23, 2019. Four persons spoke during the public hearing.	Comments were received by the Housing and Community Development Committee from agencies seeking funding from the CDBG, HOME, and ESG programs. All comments received were supporting programs or projects under consideration.	All comments were accepted.	
3	Newspaper Ad	Non-targeted/broad community	N/A	None.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Draft Displayed at Front Desk	Non-targeted/broad community	A draft of the Annual Action Plan was on display at the front desk of the Department of Housing for 60 days.			
5	Public Meeting	Non-targeted/broad community	A draft of the Annual Action Plan was posted on the Department of Housing website.			

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,279,680	715,371	1,500,000	4,495,051	6,839,040	Expected amount for remainder of Con Plan equals the Year 1 Annual Allocation times four less year 1 resources. Prior year resources include \$1.5 million Rehab Revolving Loan Fund.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,113,097	324,987	0	1,438,084	1,438,084	Expected amount for remainder of Con Plan equals the Year 1 Annual Allocation times four less year 1 allocation.
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	206,692	0	0	206,692	620,076	Expected amount for remainder of Con Plan equals the Year 1 Annual Allocation times four.

Table 2 - Expected Resources – Priority Table

Annual Action Plan
2019

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Federal funds will be leveraged by local funding from the County's Measure K 1/2 cent sales tax discretionary fund (about \$25 million in FY 19-20) and through the ability of service organizations to raise program funds through outside sources, other loan sources needed for housing development activities.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Three publicly-owned properties are currently being considered for use in the production of new affordable housing units. These include the Middlefield Junction site in North Fair Oaks CDP that the County recently identified a developer for the site, the North County Courthouse site which also has completed some site planning activities, and the current location of the Maple Street Shelter which is under consideration for redevelopment to include supportive housing units on the site.

Discussion

The County has allocated \$6,139,827 for the 2019-2020 CDBG/HOME/ESG program year. This amount includes \$3,599,469 from 2019 entitlement funds and \$1,040,358 in estimated program income. These funds will be used to operate a range of private and public services as described later in the Annual Action Plan.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Develop New Multifamily & Perm Supportive Units	2018	2022	Affordable Housing Homeless		Housing Development	CDBG: \$507,463 HOME: \$1,239,823	Rental units constructed: 186 Household Housing Unit
2	Home Repair Programs	2018	2022	Affordable Housing		Minor Home Repairs and Modifications	CDBG: \$355,000	Homeowner Housing Rehabilitated: 252 Household Housing Unit
3	Rental Housing Repair Programs	2018	2022	Affordable Housing		Rental Housing Repairs	CDBG: \$750,000	Rental units rehabilitated: 35 Household Housing Unit
4	Public Services Homelessness	2018	2022	Homeless		Public Services	CDBG: \$200,952 ESG: \$191,190	Public service activities other than Low/Moderate Income Housing Benefit: 4311 Persons Assisted Tenant-based rental assistance / Rapid Rehousing: 14 Households Assisted Homeless Person Overnight Shelter: 1533 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Public Services Supportive Services	2018	2022	Affordable Housing Non-Homeless Special Needs		Public Services	CDBG: \$201,000	Public service activities other than Low/Moderate Income Housing Benefit: 12375 Persons Assisted
6	Public Facilities (Including Shelters)	2018	2022	Homeless		Public Facilities	CDBG: \$100,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 9217 Households Assisted
7	Community Facilities	2018	2022	Non-Housing Community Development		Community Facilities	CDBG: \$65,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2060 Persons Assisted
8	Micro-Enterprise and Job Creation/Retention	2018	2022	Non-Housing Community Development		Micro-enterprise and Job Creation/Retention	CDBG: \$55,000	Businesses assisted: 110 Businesses Assisted

Table 3 – Goals Summary

Goal Descriptions

1	Goal Name	Develop New Multifamily & Perm Supportive Units
	Goal Description	

2	Goal Name	Home Repair Programs
	Goal Description	
3	Goal Name	Rental Housing Repair Programs
	Goal Description	
4	Goal Name	Public Services Homelessness
	Goal Description	
5	Goal Name	Public Services Supportive Services
	Goal Description	
6	Goal Name	Public Facilities (Including Shelters)
	Goal Description	
7	Goal Name	Community Facilities
	Goal Description	
8	Goal Name	Micro-Enterprise and Job Creation/Retention
	Goal Description	

AP-35 Projects - 91.420, 91.220(d)

Introduction

These projects have been approved by the Housing and Community Development Committee and the Board of Supervisors for PY2018 funding.

#	Project Name
1	Cypress Point at Moss Beach
2	Light Tree Apartments
3	Moonridge I Rehabilitation Project
4	Moonridge II Rehabilitation Project
5	East Palo Alto Senior Center Rehabilitation Project
6	Peninsula Minor Home Repair Program
7	Housing Accessibility Modification
8	Neighborhood Revitalization Program.
9	National Rebuilding Day Home Rehab
10	Safe At Home
11	Coastside Minor Home Repair Project
12	Casa Maria Dry-flooding Project
13	Facility Rehab Projects
14	Family Child Care Business Program
15	Creating Economic Opportunity program
16	Domestic Violence Legal Safety Net
17	Primrose Community Pantry
18	Aging In Place
19	Home Sharing Program
20	Clean and Sober Transitional Housing
21	Legal Aid Society of San Mateo County
22	Meals on Wheels
23	Fair Housing
24	Safe Harbor Emergency Shelter
25	Daly City Peninsula Partnership Collaborative
26	Emergency Services Partnership
27	Safety Net of Pacifica
28	DayBreak Shelter
29	Emergency Shelter
30	Emergency Shelter Operations
31	Core Services
32	Redwood Oaks Apartments
33	Section 108 Loan Repayment

#	Project Name
34	CDBG Administration
35	HOME Administration

Table 4 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

AP-38 Project Summary

Project Summary Information

1	Project Name	Cypress Point at Moss Beach
	Target Area	
	Goals Supported	Develop New Multifamily & Perm Supportive Units
	Needs Addressed	Housing Development
	Funding	CDBG: \$600,000
	Description	Construction of 70 units of affordable rental housing (plus 1 manager's unit) in Moss Beach, CA. Cypress Point will provide affordable housing for families, including larger families as 44 of the units will be 2 and 3 bedroom units. The developer of Cypress Point has committed to setting aside 4 units for formerly homeless individuals and will provide supportive services to those individuals to support them to be successfully housed.
	Target Date	8/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	70 low, and very low income families, including 44 larger families, will benefit from the construction of Cypress Point, an affordable rental housing in Moss Beach.
	Location Description	
	Planned Activities	
2	Project Name	Light Tree Apartments
	Target Area	
	Goals Supported	Develop New Multifamily & Perm Supportive Units
	Needs Addressed	Housing Development
	Funding	CDBG: \$642,416
	Description	Eden will substantially rehabilitate 57 existing units, and construct 128 new units resulting in 185-units on the property.
	Target Date	10/3/2022
	Estimate the number and type of families that will benefit from the proposed activities	185 families will benefit from this program

	Location Description	1805 E Bayshore Road East Palo Alto, CA 94303
	Planned Activities	Provide affordable housing to very-low and extremely-low income families.
3	Project Name	Moonridge I Rehabilitation Project
	Target Area	
	Goals Supported	Rental Housing Repair Programs
	Needs Addressed	Rental Housing Repairs
	Funding	CDBG: \$395,678
	Description	Moonridge I, an existing 80-unit affordable housing property under MidPen Housing Development's portfolio will be renovated to address the much needed repairs to continue supporting large low-income families and extend the physical life of the property.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The rehabilitation will benefit 80 low, very low and extremely low income families.
	Location Description	2001 Miramontes Point Road Half Moon Bay, CA 94019
4	Planned Activities	The requested funding will be used to address the roofs, gutters, and hot water heaters.
	Project Name	Moonridge II Rehabilitation Project
	Target Area	
	Goals Supported	Develop New Multifamily & Perm Supportive Units Rental Housing Repair Programs
	Needs Addressed	AFH Factor: Availability of affordable units
	Funding	CDBG: \$359,406
	Description	Moonridge II, an existing 80-unit affordable housing property under MidPen Housing Development's portfolio will be renovated to address the much needed repairs to continue supporting large low-income families and extend the physical life of the property.
	Target Date	10/3/2022

	Estimate the number and type of families that will benefit from the proposed activities	The rehabilitation will benefit 80 low, very low and extremely low income families.
	Location Description	2001 Miramontes Point Road Half Moon Bay, CA 94019
	Planned Activities	The requested funding will be used to address the roofs, gutters, and hot water heaters.
5	Project Name	East Palo Alto Senior Center Rehabilitation Project
	Target Area	
	Goals Supported	Public Facilities (Including Shelters)
	Needs Addressed	Public Facilities
	Funding	CDBG: \$50,000
	Description	The project will rehabilitate the entryway and the main dining room in addition to rehabilitating the entryway to the building and making the computer room doorway ADA compliant.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	The rehabilitation will benefit 200 very low and extremely low income seniors by providing meals and a place to learn and socialize.
	Location Description	560 Bell Street East Palo Alto, CA 94303
	Planned Activities	Rehabilitate the interior of the Senior Center to ensure the building remains habitable and available to rent as it is the main source of revenue for the Senior Center.
6	Project Name	Peninsula Minor Home Repair Program
	Target Area	
	Goals Supported	Home Repair Programs
	Needs Addressed	Rental Housing Repairs
	Funding	CDBG: \$50,000
	Description	El Concilio of SMC will provide home repairs for Extremely Low, Very Low and Low Income residents, focusing on health and safety issues, energy/water savings and conservation, and other repairs that contribute to an improved housing quality. This project is year 2 of a 2-year award.

	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	El Concilio will provide services to benefit 60 low, very low and extremely low income beneficiaries.
	Location Description	3180 Middlefield Road, Redwood City, CA
	Planned Activities	Latino Commission will make much needed repairs at Casa Maria, a licensed perinatal substance abuse recovery home for extremely low-income women in San Mateo County. The proposed repairs include reinforcing the building with dry-floodproofing material.
7	Project Name	Housing Accessibility Modification
	Target Area	
	Goals Supported	Home Repair Programs
	Needs Addressed	Minor Home Repairs and Modifications
	Funding	CDBG: \$50,000
	Description	The Center for the Independence of Individuals with Disabilities will undertake the Housing Accessibility Modification Program (HAM) which will provide accessibility modifications and safety upgrades and repairs to homes of persons with disabilities to improve access and increase health and safety. This project is year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	30 persons will benefit from this program.
	Location Description	2001 Winward Way, Suite 103, San Mateo, CA
	Planned Activities	Provide individuals with disabilities, who have access to few resources, to become more independent in their own home and prevent these individuals from needing to be institutionalized.
8	Project Name	Neighborhood Revitalization Program.
	Target Area	
	Goals Supported	Home Repair Programs
	Needs Addressed	Minor Home Repairs and Modifications
	Funding	CDBG: \$50,000

	Description	Provide critical repairs on homes in East Palo Alto to support low-income homeowners to retain their homes by focusing on safety, accessibility and deferred maintenance issues that affect the homeowners peace of mind, long term ability to age in place and ability to maintain the home as a legacy for future generations. This project is year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Habitat proposes to assist 21 families through the Neighborhood Revitalization Program
	Location Description	500 Washington Street, Suite 250, San Francisco (projects will be at various locations throughout East Palo Alto).
	Planned Activities	No Target Area has been defined for the Consolidate Plan and Annual Action Plan.
9	Project Name	National Rebuilding Day Home Rehab
	Target Area	
	Goals Supported	Home Repair Programs
	Needs Addressed	Minor Home Repairs and Modifications
	Funding	CDBG: \$30,000
	Description	Rebuilding Together Peninsula (RTP) preserves the supply of affordable housing for low-income individuals and families so they can live more independently in safer, cleaner and healthier environments. For National Rebuilding Day, RTP purchases eligible building materials and supplies and mobilizes numerous teams of volunteers to improve the condition of eligible homes in San Mateo County to benefit the eligible homeowner/renter and revitalize distressed neighborhoods and communities.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	21 households will benefit from the proposed activities
	Location Description	841 Kaynyne Street, Redwood City, CA (projects will be at various locations around the county)

	Planned Activities	Rebuilding Together Peninsula (RTP) preserves the supply of affordable housing for low-income individuals and families so they can live more independently in safer, cleaner and healthier environments. For National Rebuilding Day, RTP purchases eligible building materials and supplies and mobilizes numerous teams of volunteers to improve the condition of eligible homes in San Mateo County to benefit the eligible homeowner/renter and revitalize distressed neighborhoods and communities.
10	Project Name	Safe At Home
	Target Area	
	Goals Supported	Home Repair Programs
	Needs Addressed	Minor Home Repairs and Modifications
	Funding	CDBG: \$120,000
	Description	Rebuilding Together Peninsula's Safe At Home program preserves the supply of affordable housing for low-income homeowners before the needs become serious deferred maintenance issues so that beneficiary households can live more independently in safer, cleaner and healthier environments.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	Rebuilding Together Peninsula (RTP) estimates benefiting 50 households with the Safe at Home program.
	Location Description	841 Kaynyne Street, Redwood City, CA (projects will be at various locations around the county)
	Planned Activities	Rebuilding Together Peninsula's Safe At Home program preserves the supply of affordable housing for low-income homeowners before the needs become serious deferred maintenance issues so that beneficiary households can live more independently in safer, cleaner and healthier environments.
11	Project Name	Coastside Minor Home Repair Project
	Target Area	
	Goals Supported	Home Repair Programs
	Needs Addressed	Minor Home Repairs and Modifications
	Funding	CDBG: \$55,000

	Description	Senior Coastsiders provides minor home repair to low income seniors and adults with disabilities to make their homes safer, more accessible and healthier
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Senior Coastsiders estimates that 25 households will benefit from these proposed activities.
	Location Description	925 Main Street, Half Moon Bay, CA (projects will be at various locations around the Coastal area of the County.)
	Planned Activities	Senior Coastsiders provides minor home repair to low income seniors and adults with disabilities to make their homes safer, more accessible and healthier
12	Project Name	Casa Maria Dry-flooding Project
	Target Area	
	Goals Supported	Public Facilities (Including Shelters)
	Needs Addressed	Public Facilities
	Funding	CDBG: \$27,500
	Description	Latino Commission will make much needed repairs at Casa Maria, a licensed perinatal substance abuse recovery home for extremely low income women in San Mateo County. The proposed repairs include.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	Casa Maria will provide transitional housing and supportive services to 56 low income women in the upcoming twelve month period.
	Location Description	508 7th Avenue, San Bruno, CA
	Planned Activities	Latino Commission will make much needed repairs at Casa Maria, a licensed perinatal substance abuse recovery home for extremely low income women in San Mateo County. The proposed repairs include.
13	Project Name	Facility Rehab Projects
	Target Area	
	Goals Supported	Public Facilities (Including Shelters)
	Needs Addressed	Public Facilities

	Funding	CDBG: \$50,000
	Description	Undertake critical infrastructure improvements needed at the client services and food & nutrition programs and the free clinic of San Mateo for property maintenance of Samaritan House facilities to ensure the health, safety and security of Samaritan House clients. Year 2 of a 2-year award.
	Target Date	6/3/2019
	Estimate the number and type of families that will benefit from the proposed activities	Samaritan House will serve 9,013 persons at the scattered site facilities being rehabilitated with funding from CDBG in the upcoming twelve month period
	Location Description	4031 Pacific Boulevard, San Mateo, 94403
	Planned Activities	Undertake critical infrastructure improvements needed at the client services and food & nutrition programs and the free clinic of San Mateo for property maintenance of Samaritan House facilities to ensure the health, safety, and security of Samaritan House clients. Year 2 of a 2-year award.
14	Project Name	Family Child Care Business Program
	Target Area	
	Goals Supported	
	Needs Addressed	Micro-enterprise and Job Creation/Retention
	Funding	CDBG: \$15,000
	Description	The Child Care Coordinating Council of San Mateo County provides new and aspiring family childcare providers with the foundation and knowledge needed to start and sustain a successful business. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Child Care Coordinating Council of San Mateo County estimates they will benefit 25 new businesses and help to create 30 new low income jobs.
	Location Description	330 Twin Dolphin Drive, Redwood City, CA

	Planned Activities	The Child Care Coordinating Council of San Mateo County provides new and aspiring family childcare providers with the foundation and knowledge needed to start and sustain a successful business. Year 2 of a 2-year award.
15	Project Name	Creating Economic Opportunity program
	Target Area	
	Goals Supported	Micro-Enterprise and Job Creation/Retention
	Needs Addressed	Micro-enterprise and Job Creation/Retention
	Funding	CDBG: \$40,000
	Description	Renaissance Entrepreneurship Center will support 150 low-income, English and Spanish speaking women and men with customized small business training, one-on-one consulting, and access to resources and networks to assist them in starting and growing their own sustainable small business. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Renaissance Entrepreneurship Center estimates that they will provide assistance to 80 small businesses and provide jobs for 25 low-income individuals in San Mateo County
	Location Description	1848 Bay Road, East Palo Alto, CA
16	Planned Activities	Renaissance Entrepreneurship Center will support 150 low-income, English and Spanish speaking women and men with customized small business training, one-on-one consulting and access to resources and networks to assist them in starting and growing their own sustainable small business. Year 2 of a 2-year award.
	Project Name	Domestic Violence Legal Safety Net
	Target Area	
	Goals Supported	Public Services Supportive Services
	Needs Addressed	Public Services Micro-enterprise and Job Creation/Retention
	Funding	CDBG: \$22,000
	Description	Bay Area Legal Aid provides free, multi-lingual help to low-income survivors of domestic violence and sexual assault so they can escape abuse and establish long-term safety and stability for themselves and their children. Year 2 of a 2-year award.

	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	200 low-income individuals
	Location Description	1048 El Camino Real, Redwood City, CA
	Planned Activities	Bay Area Legal Aid provides free, multi-lingual help to low-income survivors of domestic violence and sexual assault so they can escape abuse and establish long-term safety and stability for themselves and their children. Year 2 of a 2-year award.
17	Project Name	Primrose Community Pantry
	Target Area	
	Goals Supported	Public Services Supportive Services
	Needs Addressed	Public Services
	Funding	CDBG: \$15,000
	Description	Funding to support a drop-in food pantry program, providing free grocery services to low-income individuals, families and seniors throughout Northern San Mateo County. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	11,244
	Location Description	139 Primrose Road, Burlingame, CA
18	Planned Activities	Funding to support a drop-in food pantry program, providing free grocery services to low-income individuals, families, and seniors throughout Northern San Mateo County. Year 2 of a 2-year award.
	Project Name	Aging In Place
	Target Area	
	Goals Supported	Public Services Supportive Services
	Needs Addressed	Public Services
	Funding	CDBG: \$22,000

	Description	Provide health care to frail, elderly and disabled, along with respite care for their families, in a comprehensive structured day program, giving them the opportunity to age in place. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	80 beneficiaries will receive services from Coastside Adult Day Health Center
	Location Description	925 Main Street, Half Moon Bay, CA
	Planned Activities	Provide health care to frail, elderly and disabled, along with respite care for their families, in a comprehensive structured day program, giving them the opportunity to age in place. Year 2 of a 2-year award.
19	Project Name	Home Sharing Program
	Target Area	
	Goals Supported	Public Services Supportive Services
	Needs Addressed	Public Services
	Funding	CDBG: \$30,000
	Description	HIP Housing's Home Sharing Program creates new affordable housing in San Mateo County by matching people who have space in their homes to share with people searching for an affordable place to live. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	HIP Housing estimates they will serve 90 households in the homesharing program for the fiscal year 2018-2019
	Location Description	800 Claremont #210, San Mateo, CA
	Planned Activities	HIP Housing's Home Sharing Program creates new affordable housing in San Mateo County by matching people who have space in their homes to share with people searching for an affordable place to live. Year 2 of a 2-year award.
20	Project Name	Clean and Sober Transitional Housing
	Target Area	
	Goals Supported	Public Services Supportive Services

	Needs Addressed	Public Services
	Funding	CDBG: \$27,368
	Description	Free At Last provides a clean and sober supportive transitional housing program and provides shared supportive clean and sober housing for adult men or women who are working towards goals of long-term sobriety, maintaining stable employment and/or pursuing training and/or education goals. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Free At Last will provide support and services to 9 individuals who will benefit from this program.
	Location Description	211 Wisteria, East Palo Alto, CA
	Planned Activities	Free At Last provides a clean and sober supportive transitional housing program and provides shared supportive clean and sober housing for adult men or women who are working towards goals of long-term sobriety, maintaining stable employment and/or pursuing training and/or education goals. Year 2 of a 2-year award.
21	Project Name	Legal Aid Society of San Mateo County
	Target Area	
	Goals Supported	Public Services Supportive Services
	Needs Addressed	Public Services
	Funding	CDBG: \$22,000
	Description	Legal Aid Society of SMC provides legal assistance to people threatened with losing their homes or living in substandard conditions with the goal of keeping people in their homes and preventing homelessness through enforcement of legal rights, in and out of court and remedying substandard living conditions. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Legal Aid Society anticipates providing services to benefit 300 low-income individuals
	Location Description	330 Twin Dolphin Drive, Redwood City, CA 94065-1455

	Planned Activities	Legal Aid Society of SMC provides legal assistance to people threatened with losing their homes or living in substandard conditions with the goal of keeping people in their homes and preventing homelessness through enforcement of legal rights, in and out of court and remedying substandard living conditions. Year 2 of a 2-year award.
22	Project Name	Meals on Wheels
	Target Area	
	Goals Supported	Public Services Supportive Services
	Needs Addressed	Public Facilities
	Funding	CDBG: \$21,000
	Description	Meals on Wheels is a vital safety net service providing hot, delicious, home delivered meals to qualified homebound older adults and to adults who are less than 60 years old, but who have a disability. Meals on Wheels operates three primary services: Food Security and Health Food, Safety Check, and Assessment and Referral. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Peninsula Volunteers estimates that 108 individuals will receive benefits from these proposed activities.
	Location Description	800 Middle Avenue, Menlo Park, CA 94024
	Planned Activities	Meals on Wheels is a vital safety net service providing hot, delicious, home delivered meals to qualified homebound older adults and to adults who are less than 60 years old, but who have a disability. Meals on Wheels operates three primary services: Food Security and Health Food, Safety Check and Assessment and Referral. Year 2 of a 2-year award.
23	Project Name	Fair Housing
	Target Area	
	Goals Supported	Public Services Supportive Services
	Needs Addressed	Public Services
	Funding	CDBG: \$25,000

	Description	Project Sentinel provides comprehensive fair housing services of complaint investigation, consultation, information and referral, and community outreach and education. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Project Sentinel estimates providing benefits to 299 individuals.
	Location Description	1615 Hudson St., Suite A, Redwood City, CA
	Planned Activities	Project Sentinel provides comprehensive fair housing services of complaint investigation, consultation, information and referral, and community outreach and education. Year 2 of a 2-year award.
24	Project Name	Safe Harbor Emergency Shelter
	Target Area	
	Goals Supported	Public Facilities (Including Shelters)
	Needs Addressed	Public Services
	Funding	CDBG: \$30,000
	Description	Samaritan House provides emergency shelter and transitional housing at a 90 bed homeless shelter in South San Francisco, providing emergency shelter and transitional housing to homeless men and women from throughout San Mateo County. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Samaritan House estimates that they will provide emergency shelter and transitional housing to 107 individuals.
	Location Description	295 Access Road, South San Francisco, CA
	Planned Activities	Samaritan House provides emergency shelter and transitional housing at a 90 bed homeless shelter in South San Francisco, providing emergency shelter and transitional housing to homeless men and women from throughout San Mateo County. Year 2 of a 2-year award.
25	Project Name	Daly City Peninsula Partnership Collaborative
	Target Area	
	Goals Supported	Public Services Homelessness

	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	Daly City Peninsula Partnership Collaborative provides supportive, core services to low income families and individuals facing homelessness, helping connect them to emergency shelter and housing in addition to other safety net services. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Daly City Peninsula Partnership Collaborative estimates serving 2,500 individuals.
	Location Description	350 90th Street, Daly City, CA
	Planned Activities	Daly City Peninsula Partnership Collaborative provides supportive, core services to low income families and individuals facing homelessness, helping connect them to emergency shelter and housing in addition to other safety net services. Year 2 of a 2-year award.
26	Project Name	Emergency Services Partnership
	Target Area	
	Goals Supported	Public Services Homelessness
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	El Concilio of SMC will provide emergency services, access to food, homeless prevention, including a drop-in center tied to resources and other critical family needs for the benefit of individuals and families in East Palo Alto and Menlo Park. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	El Concilio estimates providing services to 1,250 individuals
	Location Description	2396 University Avenue, East Palo Alto, CA

	Planned Activities	El Concilio of SMC will provide emergency services, access to food, homeless prevention, including a drop-in center tied to resources and other critical family needs for the benefit of individuals and families in East Palo Alto and Menlo Park. Year 2 of a 2-year award.
27	Project Name	Safety Net of Pacifica
	Target Area	
	Goals Supported	Public Services Homelessness
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	Pacifica Resource Center will provide safety net services to eligible individuals to increase food security and reduce homelessness in Pacifica with case management, advocacy and referral, emergency food, showers for homeless clients and other critical support services. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Pacifica Resource Center estimates they will provide services to 300 people
	Location Description	1809 Palmetto Avenue, Pacifica 94044
28	Planned Activities	Pacifica Resource Center will provide safety net services to eligible individuals to increase food security and reduce homelessness in Pacifica with case management, advocacy and referral, emergency food, showers for homeless clients and other critical support services. Year 2 of a 2-year award.
	Project Name	DayBreak Shelter
	Target Area	
	Goals Supported	Public Services Homelessness
	Needs Addressed	Public Services
	Funding	CDBG: \$25,000
	Description	Daybreak provides short-term housing and independent living skills training for homeless youth ages 16-21. Year 2 of a 2-year award.
	Target Date	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	Star Vista estimates serving 16 individuals at the Daybreak Shelter.
	Location Description	639 Douglas Avenue, Redwood City, CA
	Planned Activities	Star Vista Daybreak will provide short-term housing and independent living skills training for homeless youth aged 16-21. Year 2 of a 2-year award.
29	Project Name	Emergency Shelter
	Target Area	
	Goals Supported	Public Services Homelessness
	Needs Addressed	Public Services
	Funding	CDBG: \$40,000
	Description	CORA's Safe Houses (emergency shelters) provide a confidential and safe living environment for survivors of domestic violence for up to six months. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	CORA estimates serving 70 individuals at their emergency shelters.
	Location Description	CORA Administrative Offices are located at 2211 Palm Avenue, San Mateo, CA CORA emergency shelters locations are suppressed for confidentiality and safety purposes
	Planned Activities	CORA's Safe Houses (emergency shelters) provide a confidential and safe living environment for survivors of domestic violence for up to six months. Year 2 of a 2-year award.
30	Project Name	Emergency Shelter Operations
	Target Area	
	Goals Supported	Public Services Homelessness
	Needs Addressed	Public Services
	Funding	CDBG: \$55,952

	Description	LifeMoves provides shelter and supportive services to homeless families and individuals to return to stable housing and long-term self-sufficiency. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	LifeMoves estimates providing emergency shelter to 670 individuals
	Location Description	181 Constitution Drive, Menlo Park, CA (LifeMoves has multiple shelters in their system with additional addresses where shelter and supportive services are provided)
	Planned Activities	LifeMoves provides shelter and supportive services to homeless families and individuals to return to stable housing and long-term self-sufficiency. Year 2 of a 2-year award.
31	Project Name	Core Services
	Target Area	
	Goals Supported	Public Services Homelessness
	Needs Addressed	Public Services
	Funding	CDBG: \$45,000
	Description	Samaritan House Core Services provides a safety net for low-income residents of Central San Mateo County who struggle to meet basic human needs such as food, clothing, shelter and healthcare. Samaritan House provides individualized and comprehensive assessment, case management, education, and referrals. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Samaritan House will provide core services to benefit 807 individuals
	Location Description	4031 Pacific Boulevard, 2nd Floor, San Mateo, CA
	Planned Activities	Samaritan House Core Services provides a safety net for low-income residents of Central San Mateo County who struggle to meet basic human needs such as food, clothing, shelter and healthcare. Samaritan House provides individualized and comprehensive assessment, case management, education, and referrals. Year 2 of a 2-year award.

32	Project Name	Redwood Oaks Apartments
	Target Area	
	Goals Supported	Rental Housing Repair Programs
	Needs Addressed	Rental Housing Repairs
	Funding	CDBG: \$750,000
	Description	HIP Housing Development Corporation will resyndicate and rehabilitate 35 units of rental housing affordable to low and very low income households, preserving this housing for existing and future low and very low income households. The project includes 11 units set aside for extremely low income households that receive supportive services. The rehab will also allow HIP Housing Development Corporation to convert two ground floor units to full ADA accessibility.
	Target Date	5/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	The resyndication and rehabilitation of Redwood Oaks Apartments in San Mateo will benefit 36 low and very low income families, preserving affordability and preventing displacement and potential homelessness.
	Location Description	330 - 340 Redwood Avenue, San Mateo, CA 94401-6302
	Planned Activities	HIP Housing Development Corporation will resyndicate and rehabilitate 35 units of rental housing affordable to low and very low income households, preserving this housing for existing and future low and very low income households. The project includes 11 units set aside for extremely low income households that receive supportive services. The rehab will also allow HIP Housing Development Corporation to convert two ground floor units to full ADA accessibility.
33	Project Name	Section 108 Loan Repayment
	Target Area	
	Goals Supported	Develop New Multifamily & Perm Supportive Units
	Needs Addressed	Housing Development
	Funding	CDBG: \$662,329
	Description	Repayment of Section 108 Loan used for the development of the Trestle Glen multi-family housing project. Year 2 of a 2-year award.
	Target Date	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	General Administrative costs. No direct benefits.
	Location Description	264 Harbor Boulevard, Belmont, CA 94002
	Planned Activities	Repayment of Section 108 loan. Year 2 of a 2-year award.
34	Project Name	CDBG Administration
	Target Area	
	Goals Supported	Develop New Multifamily & Perm Supportive Units Home Repair Programs Rental Housing Repair Programs Public Services Homelessness Public Services Supportive Services Public Facilities (Including Shelters) Community Facilities Micro-Enterprise and Job Creation/Retention
	Needs Addressed	Housing Development Minor Home Repairs and Modifications Rental Housing Repairs Public Facilities Community Facilities Public Services Micro-enterprise and Job Creation/Retention
	Funding	CDBG: \$535,936
	Description	Administrative expenses related to the use of CDBG Program funds. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	General Administrative costs. No direct benefits.
	Location Description	264 Harbor Boulevard, Belmont, CA 94002
	Planned Activities	Administrative expenses related to the use of CDBG Program funds. Year 2 of a 2-year award.
35	Project Name	HOME Administration
	Target Area	

	Goals Supported	Develop New Multifamily & Perm Supportive Units Rental Housing Repair Programs
	Needs Addressed	Housing Development Rental Housing Repairs
	Funding	HOME: \$156,310
	Description	Administrative costs related to the use of HOME Investment Partnership Program funding. Year 2 of a 2-year award.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Administrative expenses, no direct benefit
	Location Description	264 Harbor Boulevard, Belmont, CA 94002
	Planned Activities	Administrative expenses related to the use of HOME Program Funds. Year 2 of a 2-year award.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Assistance will be directed across the entire county. No geographic priorities have been identified, other than the low-mod census block groups in the county.

Geographic Distribution

Target Area	Percentage of Funds

Table 5 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Investments were not allocated geographically.

Discussion

The County distributes funding where it makes the most sense, either from demonstrated need, low-mod area benefit, or as opportunities present. The County does not have target areas where funding is directed.

Affordable Housing

AP-55 Affordable Housing - 91.420, 91.220(g)

Introduction

The County uses CDBG and HOME funding to supplement Measure K 1/2 cent sales tax funding for new housing development projects. Those numbers are reflected in the "production of new units" category. The County funds non-profit efforts to provide home repairs to lower income homeowners, reflected in the "rehab of existing units" category. The County does not provide rental assistance or acquisition of existing units with CDBG or HOME funding.

One Year Goals for the Number of Households to be Supported	
Homeless	20
Non-Homeless	201
Special-Needs	0
Total	221

Table 6 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	186
Rehab of Existing Units	35
Acquisition of Existing Units	0
Total	221

Table 7 - One Year Goals for Affordable Housing by Support Type

Discussion

The numbers provided above include 186 of new rental units to be developed with CDBG and HOME contributions, supplemented by the County with Measure K funding. The 35 units of rehab include the Redwood Oaks Apartments funded through the County's Rehab Revolving Loan Fund.

AP-60 Public Housing - 91.420, 91.220(h)

Introduction

The Housing Authority of the County of San Mateo no longer has any public housing.

Actions planned during the next year to address the needs to public housing

N/A.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

N/A.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

N/A.

Discussion

N/A.

AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)

Introduction

In 2016, San Mateo County adopted a Strategic Plan to End Homelessness that lays out a strategy to achieve functional zero for all homeless populations. The plan articulates a path to achieve that goal over the next five years using strategies that are informed by an analysis of the existing system in San Mateo County, lessons learned from the prior 10-Year Plan (the HOPE Plan), and recent developments in the field. The strategic plan is data-driven and results-oriented. It sets a strategic direction that will lead to measurable reductions in the number of people experiencing homelessness in San Mateo County.

Rare: Whenever possible, the system will prevent vulnerable individuals and families from falling into homelessness.

Brief: A system will be in place to ensure that any household experiencing a crisis of homelessness returns to housing within 30 days.

One-time: Individuals and families that secure housing through the crisis response system will not return to homelessness.

Five Year Goals:

1: Create a Housing Crisis Resolution System to End Homelessness in San Mateo County By 2020. The overarching goal of the plan is to transition from a collection of homeless programs to a system that ends homelessness, in which all people experiencing homelessness in San Mateo County are able to rapidly return to housing. The objective is to reach functionally zero homelessness; a system in place to ensure all households experiencing homelessness are offered immediate shelter and rapid access to permanent housing by 2020.

2: End Veteran Homelessness by 2017

San Mateo County will take additional steps to end veteran homelessness, in keeping with the federal goal of functional zero for veterans by 2017. To accomplish this goal, H.S.A. will expand staffing to coordinate initiatives for homeless veterans and work closely with agencies that serve homeless veterans.

3: End Family Homelessness by 2020

To align with the BoS priority that no family will be unsheltered in San Mateo County, H.S.A. will oversee the re-design of existing interim housing programs for homeless families (shelter, transitional housing) to ensure that unsheltered families are identified and have priority access to assistance. Shelter diversion will be implemented for those who are still housed; rapid re-housing assistance will be targeted to unsheltered and high need families.

4: End Youth Homelessness by 2020

To ensure that the Housing Crisis Resolution System is responsive to the needs of homeless youth, San Mateo County will prioritize homeless youth, including former foster youth through the Coordinated Entry System. H.S.A. and DOH will explore strategies to fully use existing voucher capacity in the FUP program and support new housing opportunities for youth. H.S.A. will also coordinate with foster youth system to ensure available mainstream resources are aligned with goal of homeless crisis response.

5: Individuals Exiting Institutions Will Not Discharge into Homelessness

H.S.A. will continue to work collaboratively with system partners (foster care, hospitals, outpatient treatment programs, jail) to integrate the Housing Crisis Resolution system into discharge policies and protocols so that clients leaving these systems have assistance to identify housing solutions and enter shelter only as a last resort. All individuals exiting an institution will have access to interim housing if needed and a permanent housing plan prior to discharge. This will include coordination with Discharge Units to support reunification with the client's home community and expansion or repurposing of dedicated interim housing for clients exiting institutions

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The Coordinated Entry System (CES), managed by the Human Services Agency on behalf of the San Mateo County Continuum of Care (CoC) is the main system component designed to ensure there is strong outreach to homeless persons and that everyone receives a standardized assessment to identify their housing needs and match them to the most appropriate housing intervention. The CES was designed in 2016-2017 and fully launched in 2018 for all populations (families with children, adults, and transition age youth).

In keeping with HUD requirements, the CES:

Covers the entire CoC geography; Establishes access points into homeless assistance that are well advertised and understood, easily accessible for all, and integrated with the community's existing homeless outreach (HOT) and safety net providers (8 Core Service Agencies);

Uses standardized processes and tools to identify and prioritize those with the highest needs, and ensure all homeless people are quickly matched to the most appropriate intervention.

Samaritan House, one of the Core Service Agencies is the lead CES provider responsible for day-to-day operation of CES. Samaritan House was selected in 2017 through an RFP process. Screening. The CES starts with a standardized screening and triage process to identify households experiencing homelessness. Screening takes place at the 8 Core Service Agencies which serve as the designated access points into the homeless system. These access points are widely advertised and well understood by providers and the community. The Cores direct households who are not homeless or at imminent risk of homelessness to mainstream services and systems, while assisting those who are homeless to access homeless crisis response.

Shelter Diversion/Problem Solving. The CES prevents households from entering shelters by employing a shelter diversion strategy. Samaritan House has designated Diversion Specialists at several of the Cores. Diversion empowers persons facing imminent homelessness to identify safe and appropriate housing

options and assist them in avoiding shelter and returning quickly to permanent housing. Shelter diversion services include a range of activities to help clients preserve their existing housing or move directly to alternative housing, and can include: mediation with landlords, family members or roommates; problem solving; linkages to mainstream systems and services; and flexible financial assistance (such as rental deposits). The goal of shelter diversion is to ensure that shelter beds are available for those households who are unsheltered.

Assessment/Prioritization for Shelter and Housing. For households that cannot be diverted, the Cores conduct a standardized housing assessment to determine prioritization for housing resources. Households may be placed in emergency shelter or interim housing program while in the Priority Pool waiting for housing assistance.

Matching and Referral to Housing Programs and Resources. San Mateo County H.S.A. operates a centralized placement list for housing interventions (rapid rehousing and permanent supportive housing). Samaritan House facilitates transfer of assessment and prioritization information to the County to use to match clients in the Priority Pool to homeless and housing services available to them, based upon priority level and eligibility criteria.

Mobile Outreach. The Homeless Outreach Teams (HOT) are a critical element of CES. These teams are empowered to conduct CES activities in the field for people who are not able or willing to come to a Core. This includes a number of chronically homeless individuals. The HOT teams conduct outreach, engage with clients, and can complete the screening, diversion and assessments steps of the CES process to ensure that these individuals, many of whom are among the most vulnerable people in the homeless population, are able to access available shelter and housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Strategic Plan identifies a crucial role for emergency shelter and transitional housing in the homeless crisis response system, providing people who are homeless with a safe interim place to stay while they secure a permanent housing solution. Emergency shelter and transitional housing are short-term interventions designed to act as a safety net for households who are unsheltered (living outdoors, in vehicles or other places not meant for human habitation), or who are in the midst of housing crisis and have no alternative housing options. The goal of shelter in San Mateo County is to move households towards permanent housing as quickly as possible. Individuals and families who enter emergency shelter receive some immediate short-term case management to address and resolve current crises, but the main focus is on developing a housing plan and addressing barriers that prevent households from re-entering housing.

San Mateo County, in collaboration and consultation with the CoC, used FY 18-19 Emergency Solutions Grant (ESG) funding to support the operation of one rapid re-housing program, the StarVista Daybreak

shelter (homeless youth shelter and transitional housing), and all shelter facilities all operated by LifeMoves (Maple Street, for single adults; and four family shelters: First Step for Families, Haven Family House, Crossroads Family House, and Redwood Family House). In addition, the CoC and HSA have marshaled other resources (including CDBG, general funds, Measure A, etc.) to support a number of other organizations providing emergency shelter and transitional housing, including: Samaritan House (Safe Harbor single adult shelter); Home & Hope (rotating shelter program); CORA (domestic violence shelter); and Project WeHOPE (adult shelter).

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The overarching goal of San Mateo County's Strategic Plan to End Homelessness is to shift from having a collection of programs and services to having a system that ends homelessness. The key features of this system are designed to identify people experiencing homelessness and provide the assistance needed to help them move as quickly as possible to permanent housing and not return to homelessness.

To accomplish this goal, San Mateo County has adopted and implemented several inter-related strategies:

- Accountability for Results. Transforming the existing set of programs into a housing crisis resolution system. Planning and governance bodies are orienting their work with a focus on performance, accountability, and continuous quality improvement in the service of reaching a functional end of homelessness by 2020.
- Training on Housing First. Shifting the county-wide system to a Housing First Approach in which all people are presumed to be "housing ready" and the system is charged with identifying a housing solution for each individual or family experiencing homelessness. Providers receive regular training to support learning and capacity building to implement Housing First practices. H.S.A. has engaged HomeBase, a TA provider, to provide individualized and group TA and training. Recently HomeBase facilitated a Rapid ReHousing workshop for all Rapid Rehousing providers.
- Expanding Rapid Re-Housing Capacity. Local, state and federal resources are being leveraged to maximize the availability of rapid re-housing assistance for single adults and families with children. H.S.A. has invested local Measure K funds in rapid re-housing, and has contracted with Abode Services, Inc. to provide housing search and placement services for RRH clients. RRH helps speed the movement of people from homelessness to housing, particularly when targeted to those who are living in emergency shelter or who are unsheltered. H.S.A. has also developed a set of standards for RRH that are aligned with evidence and best practices. H.S.A. is working

with RRH providers to ensure their programs are consistent with these standards,

- Maximizing Permanent Supportive Housing Programs. H.S.A. and the Housing Authority are working in partnership to maximize existing PSH voucher capacity. Housing locator services and landlord outreach activities have been strengthened and this approach has yielded strong results. The Housing Authority recently received a new allocation of PSH vouchers through the 2018 CoC competition (announced in January 2019) and additional PSH capacity will be created through the State of California's new No Place Like Home (NPLH) program. H.S.A. and the Housing Authority are collaboratively implementing a "moving on" strategy to free up permanent supportive housing vouchers and units.
- Using Data for Continuous Quality Improvement. To ensure H.S.A. has the ability to analyze the results of its investments to end homelessness, the Clarity HMIS system is being used to track system performance and implement coordinated entry. H.S.A. is implementing regular program performance monitoring and a quality improvement process and has begun to shift towards performance-based contracting for all homeless system providers.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Homelessness Prevention Activities

San Mateo County established the Core Service Agencies for the purpose of meeting the basic needs of low-income community members for safety net services, including homelessness prevention. The Cores consists of eight agencies distributed throughout the County and located in communities with the largest levels of need. The Cores provide a range of services and direct financial assistance, including rental and utility assistance and rental deposits. The Cores offer homelessness prevention to eligible households using a number of different funding sources, including Community Services Block Grant (CSBG) funds as well as local resources. LifeMoves and Veterans Resource Center also operate specialized prevention programs for veterans funded by Supportive Services for Veteran's Families (SSVF) grants. Shelter Diversion, which is part of CES (see above), provides targeted prevention assistance to households seeking shelter to help them remain in place or move directly to alternative housing, rather than having to enter shelter.

Preventing Institutional Discharge into Homelessness

The San Mateo County CoC is working actively to prevent homelessness among those being discharged

from institutional settings. This includes work with the following publicly-funded systems:

- Child Welfare: HSA staff work with each emancipating youth to identify and secure stable housing.
- Health Care: Hospital discharge planners work to ensure that a suitable placement is located for all homeless people who are discharged from the hospital. The San Mateo County Medical Center (the County's public hospital) has purchased beds in emergency shelters and utilizes both private and publicly funded board and care homes and other facilities to ensure that appropriate placement alternatives are available for homeless people.
- Mental Health: The policy of San Mateo County Behavioral Health and Recovery Services (BHRS) is that case workers make every effort to ensure that no clients are discharged into homelessness or into McKinney-Vento funded beds. The Adult Resource Management Team within Mental Health Services (a division of BHRS) works intensively with each client to ensure that they have stable and secure permanent housing.
- Corrections: The San Mateo County Sheriff's Department aims to ensure that no people are discharged into homelessness. HSA's Service Connect program also provides supportive services, including emergency shelter, for people who have been paroled under AB 109.

Discussion

While much has been accomplished, homelessness in San Mateo County remains a persistent problem. Our most recent point-in-time count (2017) found there are still an estimated 1,250 people experiencing homelessness on any given night. In developing the Strategic Plan to End Homelessness, the County is embarking on a system transformation that is putting in place a more effective response to the problem. The Strategic Plan draws on best practices that point the way to reducing homelessness even given the challenges of the limited supply of housing and ensuring that available short- and long-term housing assistance is prioritized for people who are unsheltered or most vulnerable to becoming unsheltered. Expansion of the affordable housing supply remains a key priority for the community, but this work is now integrated with focused efforts to build a data-informed homeless crisis response system that provides a swift and appropriate housing solution for everyone experiencing homelessness in the community.

The Strategic Plan is based on the following key guiding principles:

Systems Orientation: The goal is to create a **system** that responds effectively and rapidly to the crisis of homelessness. In a system, all stakeholders, programs, and organizations work together in coordination to accomplish a clear set of shared objectives. The objective of the housing crisis resolution system is to ensure that anyone who is homeless quickly returns to stable housing.

Housing First: People experiencing homelessness need housing above all else. Strategies and interventions must focus on returning households to safe, secure housing that they can use as a starting

place to address other issues.

Data Driven: The system is data driven. Plans are based on an analysis of the current system and the best assessment of what is and what is not working. System and program-level performance is measured, then results are used for continuous quality improvement. Funders of the system view their role as stewards of community resource who are responsible for understanding what results their investments are achieving and ensuring resources are used in a way that maximizes impact.

Client Centered: Clients – people experiencing homelessness – are at the center of the system design. The system is designed to ensure easy and streamlined access for everyone, particularly those who experience the greatest challenge navigating the complexities of publicly-funded services and programs. Programs within the system adopt fair, transparent, and understandable policies in regard to how assistance is accessed and how these policies respect client choice and self-determination.

Context-Specific and Aligned with Best Practices: The plan is specific to the local context and priorities. It is tailored to reflect the specific strengths and challenges of San Mateo County. At the same time, it is aligned with evidence-based practices and lessons learned from the field, as well as federal policy direction. We have studied available research and national results and applied it to our local conditions.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

As discussed previously, the major barrier to affordable housing in San Mateo County is the fees associated with the development of affordable housing, prompted by limitations imposed by Prop 13.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

San Mateo County awards points in scoring development proposals for funding consideration for those projects where local jurisdictions provide relief from fees to affordable housing development. These may include waivers of impact fees and design review charges. At times, where such relief is not forthcoming, the County contributes funding to offset those fees and charges of part of the development costs of the project. While the County cannot change State taxation laws, it has been working with local jurisdictions toward an understanding of the need for more affordable housing in the county and the financial impact the local jurisdictions policies can have on the viability of new affordable housing projects.

Discussion

All notices of funding availability for the County's Affordable Housing Fund, as well as federally funded CDBG and HOME notices, include a point system in the evaluation process. One factor included in the point system is consideration from local jurisdictions in the reduction of local fees and ordinances on the financial feasibility of the development project.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

Introduction

Actions planned to address obstacles to meeting underserved needs

The County currently provides a variety of services to the residents of San Mateo County, some funded by CDBG and HOME allocations, with private, State, and County funding bringing additional assets to bear on these problems. Below are some of the actions currently performed by the County or under consideration for the future.

Actions planned to foster and maintain affordable housing

The County will continue to look for new funding sources for programs to address underserved needs. Funding is the major obstacle in providing the services needed to focus on the vast variety of issues that prevent families from breaking out of poverty and from living in the best, most affordable housing possible. Local funding through Measure K, the County's 1/2 cent sales tax, provides a flexible source of funding for such activities. The fund has contributed to local reading initiatives, home sharing programs, and the development of affordable housing units, along with many other initiatives to address local needs.

Actions planned to reduce lead-based paint hazards

While no specific actions are presented to reduce lead-based paint hazards, partners to the County's CDBG funded rehab programs will continue to ensure that any lead-based paint hazards are identified and controlled.

Actions planned to reduce the number of poverty-level families

The County will continue its efforts in conjunction with the Continuum of Care to reduce the number of poverty-level families through the development of services needed to assist those families with educational opportunities, job growth, and life skills training through the various social service agencies operating in the county.

Actions planned to develop institutional structure

To continue to build the local institutional structure, the County will:

- Work with non-profit organizations to address community needs and provide support to federal

and non-federal funding initiatives.

- Work with private industry to address important issues that hamper housing and community development efforts.
- Identify opportunities to create private/public partnerships for project finance and development to leverage federal funds.

Actions planned to enhance coordination between public and private housing and social service agencies

The County will continue to coordinate planning activities with private housing and social service agencies, including participation in the Continuum of Care meetings, development of the Continuum of Care, and enumeration of point-in-time and homeless surveys. County staff will also continue its participation in other coalitions and study groups, such as the local 21 Elements group and Home for All, as the opportunity arises.

Discussion

These actions are primarily the continuation of what the County is currently doing in the various areas. No major obstacles in the institutional structure have been identified that need to be addressed. The County is also satisfied with its efforts to coordinate with private housing and social service agencies but continues to work to strengthen those ties.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The County leverages its CDBG, HOME, and ESG funds with other resources to augment the impact on housing and community development issues. Applicants requesting funds to support its programs and projects are required to show that they are garnering other funds to meet their needs. Affordable housing developers must compete for other precious available funding and work proactively with affected stakeholders to develop innovative funding sources. These include funds related to transportation, and cap and trade energy trades.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	0.80%

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

As always, HOME funds in a housing development must be leveraged by other financing to render the project financially feasible. The following comprise other potential funding sources to leverage HOME.

Housing Endowment and Regional Trust of San Mateo County (HEART). This is the county's housing trust fund, whose mission is to meet critical housing needs in San Mateo County by raising funds from both public and private sources. HEART provides financing in the construction, rehabilitation and purchase of homes affordable to middle- and low-income employees of local businesses, as well as to seniors and other fixed-income residents. HEART is a joint powers authority with membership comprising 19 out of the 20 cities in San Mateo County plus the County itself. HEART is governed by a public/private board of directors of 11 elected officials and 10 at-large members from the private sector. In 2017 the County loaned \$5M in Measure K funding to HEART to seed a revolving loan fund managed by HEART to provide predevelopment and acquisition financing for affordable housing projects. In 2018, HEART began borrowing idle impact and in-lieu fee funds from cities to expand the fund as planned.

State Housing-Related Restructuring. Both a cost saving and an administrative streamlining measure, the Governor has recommended restructuring certain State agencies and departments that administer various housing funds. One recommendation calls for merger of State HCD and the CalHFA under the auspices of State HCD. Another is the elimination of the Department of Mental Health and shifting most of the Mental Health Services Act (MHSA) functions and the Projects for Assistance in Transition from Homelessness program to the Department of Health Care Services.

Tax-Exempt Financing. Many affordable developments also take advantage of tax exempt bond financing provided through the CalHFA and through other municipal bond financing entities. These various entities are able to originate loans with fairly attractive interest rates when compared with conventional financing. Use of tax exempt dollars is governed by the California Debt Limit Allocation Committee (CDLAC), which also approves MCC allocations to local jurisdictions for first time homebuyers. Tax exempt loans can be combined with 4% tax credits (which are automatically approved if CDLAC approves the tax exempt financing) for an added boost, but this financing structure tends to work more effectively for projects not in great need of deep subsidies.

Project-Based Vouchers. In San Mateo County, the Housing Authority has revived a program for using project-based vouchers. By providing a dependable revenue stream indexed to fair market rents, vouchers enable nonprofit developers to obtain a larger conventional loan for the permanent phase of the project. Because the Housing Authority has a limited number of vouchers and must direct them toward multiple priorities, the project-based voucher initiative requires careful targeting

to projects serving extremely low-income(ELI) households associated with supportive housing services.

Affordable Housing and Sustainable Communities (AHSC) Program. The State of California established the AHSC Program with an appropriation of \$130 million, and an additional \$320 million in 2016. It is anticipated that AHSC will be an ongoing funding source for projects.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

HOME Resale Guidelines - Recapture. When using HOME funds for homeownership, the County will use HOME Recapture guidelines as the method for enforcing HOME affordability requirements. No HOME funds are anticipated for homeownership programs in the upcoming program year.

Prior to County disbursement of HOME funds through an escrow held by a title company, the following documents will be executed: (1) a written agreement between the County and homebuyer memorializing County HOME loan requirements described below; (2) a promissory note in the loan amount in favor of the County; and (3) a deed of trust in the amount of the Note recorded in the County recorder's office.

Purchase price limit. While the County may develop an alternate 95% of purchase price limits based on a survey of recently sold homes, under this Action Plan the County is using the HUD-determined 95% limits for 2012 for San Mateo County (effective March 29, 2012). This is the cap for both the HOME maximum purchase price and after rehab value limit. For a single-family home, the HUD 95% of median limit is \$735,300. Notwithstanding the foregoing amount, the County will use whatever is the most recent 95% of median limit in effect.

Recapture provisions. All HOME funds for homeownership are in the form of a loan recorded in second or subordinate mortgage lien position. The loan becomes due upon sale, transfer, or non-compliance with HOME requirements. Repayment may be deferred for an initial period, be interest only, or amortized. In no case will interest exceed 3%.

Net proceeds upon sale. Regardless of whether the home is sold during the affordability period, the amount due at re-sale will be limited to the net proceeds of the sale. Net proceeds are calculated as the sales price less senior debt and closing costs. Should the amount owed the County be calculated at an amount that exceeds the net sales proceeds, the borrower is not be held liable for the difference.

Affordability term. The term of the HOME loan will not be shorter than the HOME affordability term and will be in accordance with County START Program provisions, described later. The HOME

affordability period is based on the amount of the HOME investment in the loan.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Annual compliance monitoring: In the situation in which the borrower pays off the HOME loan before the affordability period has lapsed, the County will continue to monitor the unit for primary residency during the course of the affordability period. In the different situation in which the borrower no longer occupies the unit as primary resident during the affordability period while the loan is still in place, upon discovery of noncompliance, the County will require the borrower to cure the deficiency within a 60-day cure period. Should the borrower not comply, the loan will become immediately due and payable. While it may be admittedly difficult to enforce residency in both the above situations, repayment to the County will be treated differently depending on the situation.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

HOME Rehab Refinancing Guidelines. In accordance with County HOME policy, all HOME funds must be invested in housing that is nonprofit-owned or controlled. Should the property ownership be a for-profit entity formed to take advantage of tax credits, the nonprofit must have a controlling or managing interest.

HOME cannot be used to take out any CDBG loans or loans insured by any federal program.

HOME investment cannot be used directly to take out other pre-existing loans or financing under the same property ownership unless it is to preserve long-term affordability of existing units and/or to create additional affordable units. Regardless of the foregoing, rehab must constitute the primary activity for use of HOME funds. Refinancing with HOME proceeds must meet one of two tests: (a) HOME investment cannot exceed 85% of the rehab costs; or (b) HOME investment must involve a level of rehab costing at least \$20,000 per HOME-assisted unit. The County will review this number from time to time in order to keep pace with the impact of inflation on rehab costs.

Rehab will be to upgrade the units to meet life and safety code requirements and/or to extend the useful life of one or more of the systems of the building or property, including improving the integrity of the structure.

In accordance with HOME requirements, the HOME affordability term will be not less than 15 years from date of completion of the rehab, evidenced by a notice of completion or other document

acceptable to DOH.

As with County HOME funds in general, criteria for property location will be the same as the County HOME investment policy. HOME funds may be invested anywhere in the San Mateo County HOME Consortium PJ plus contiguous areas, so long as projects outside the County PJ meet HOME criteria, including that the project will also be funded by the applicable contiguous jurisdiction and will benefit residents from both jurisdictions.

As with other projects requesting HOME funds, DOH underwriting of the project to be refinanced with HOME funds will involve review of the ownership's property management practices and capacity to perform long-term management. A property management plan is requested for review. DOH underwriting will include a HOME subsidy layering analysis, including review of the project's sources and uses and operating budget proformas to ensure that HOME funds are not over-subsidizing the project. This review will further include evaluating the project's replacement reserves to ensure that it is adequate to address certain long term physical needs. On-site monitoring will be undertaken in compliance with HOME requirements and for projects of greater than 25 units, DOH will request annual project operating budgets.

Emergency Solutions Grant (ESG)

1. Include written standards for providing ESG assistance (may include as attachment)

The County anticipates for receive an allocation of ESG from the State of California (State ESG), which are funds administered by HUD. In collaboration with the San Mateo County Continuum of Care, the following shelter providers have been recommended to receive State ESG allocations: CORA, Home & Hope, LifeMoves, and StarVista. Funds will be used to operate emergency shelters for homeless individuals and families and/or to increase the number and quality of emergency shelters. Abode Services has been recommended to receive State ESG allocations to provide Rapid Re-Housing services, such as rental assistance and housing location services.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.
3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

when the CoC Lead Agency (San Mateo County H.S.A.) created a network of eight Core Service Agencies located throughout the county. The Cores all receive County General Funds to serve as the entry point into safety net services, emergency shelter and housing assistance for people who are homeless or at-risk of homelessness. All providers, including the County's "211" phone-in system,

direct homeless people to the Cores for a standardized initial assessment to determine the type of assistance that will be offered. In 2018, the CoC will work to further standardize and strengthen the assessment and referral processes conducted at the Cores to ensure there is a fully coordinated system. This work will be coordinated with the San Mateo County Homeless Continuum of Care Steering Committee and the County's Community Action Agency, which oversees the use of CSBG funding, one of the community's main sources of funds for homelessness prevention activities.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.
 1. 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The San Mateo County Board of Supervisors is the recipient of the ESG funds. It is not possible to require inclusion of a homeless or formerly homeless person on this elected body. However, the bylaws of the San Mateo County Continuum of Care Steering Committee require representation of a homeless or formerly homeless individual, and this slot is currently held by a formerly homeless person. In the coming year the CoC will develop a plan to further involve homeless people in policy-making relating to ESG and CoC funding. The County's Housing and Community Development Committee, an advisory body to the County Board of Supervisors on CDBG, HOME, and ESG funding allocations, includes a member from the CoC on its 15-member body.

5. Describe performance standards for evaluating ESG.

The County strives to meet all program specific requirements as detailed in the enabling legislation and program guidelines. County staff work with sub-grantees to ensure that these requirements are met and oversees internal operations towards the same goal.