



DRAFT
ACTION PLAN
NON-HOME FUNDS
FY 2019-2020

CITY OF SAN LEANDRO

ALAMEDA COUNTY
HOME CONSORTIUM

Draft Considered by Council on April 1, 2019

30-Day Public Comment Period: April 2nd – May 1st, 2019

Executive Summary

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

1. Introduction

The FY 2015-2019 Five-Year Housing and Community Development Strategic Plan (Consolidated Plan) identifies the housing and community development needs in San Leandro and outlines the strategies for meeting those needs. The FY 2019-2020 Annual Action Plan represents the fifth and final year of the FY 2015-2019 Consolidated Plan and implements the strategies through the use of Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funds from the U.S. Department of Housing and Urban Development (HUD).

The City of San Leandro receives CDBG funds from HUD each year. In order to receive its annual CDBG allocation from HUD, the City must update its Consolidated Plan every five years and submit an Annual Action Plan to HUD.

The City participates in the Alameda County HOME Consortium, whose membership is Alameda County and Alameda County cities, excluding Berkeley and Oakland. The County serves as the lead agency for the Consortium and the HOME Program. The City of San Leandro applies each year to Alameda County to receive its annual share of HOME funding. As part of this process, the City of San Leandro submits its Annual Action Plan to Alameda County who is responsible for submitting to HUD each City's Annual Action Plan compiled into one document on behalf of the entire Consortium.

There are three major goals identified for the funds under the Housing and Community Development Act from which the CDBG Program originated: 1) Provide decent housing, 2) Provide a suitable living environment, and 3) Expand economic opportunity.

CDBG funds must be used to meet one of three national objectives: 1) benefit low- and moderate-income persons, 2) aid in the prevention of slum and blight, or 3) meet an urgent need. Even if a project is suitable for one of the City's eligible categories, it must also pass the low- and moderate-income benefit test (at least 51% of the beneficiaries have incomes at or below 80% of the Area Median Income or a project benefits an area with a majority of low-moderate income people).

HOME funds must be used to provide housing opportunities for low- and moderate-income persons.

HUD's CDBG allocation to the City was announced on **DATE**. The FY 2019-2020 for CDBG funding amount **increased/decreased over/under XX% from last year's amount** (from \$714,909 to **\$XXX,XXX**). The FY 2019-2020 HOME funding amount increased **over XX%** from last year's pro-rate share from Alameda County HOME consortium of \$244,691 to a total allocation of **\$XXX,XXX**. HOME funds are available for

general administration and affordable housing projects as part of the Alameda County HOME Consortium.

In addition to the increased allocation by HUD, staff analysis of the City's HUD funding database account found that there is administrative overhead carry forward from FY 2018-2019 that was unused in the fiscal year. Those funds in the amount of \$XX,XXX will be carried forward into FY 2019-2020. Both the added HUD entitlement grant and the FY 2018-2019 carryforward will be allocated to increased funding for public services and ADA upgrades to the City public buildings. For the added public services funding, staff made increases in funding allocations proportionate to the overall amount of funding that they were committed in FY 2018-2019. There was no increase to the Section 108 loan repayment which is a set amount. With regard to the Single Family Rehabilitation Program funding will remain at \$XXX,000. In FY 17-18 the City was repaid \$300,000 by an area non-profit organization as they were no longer in compliance with the loan agreement. The City proposes to allocate those funds to a different non-profit organization that will rehabilitate a Public Facility (\$300,000). All remaining CDBG funds will be split between the City's ADA Transition Plan improving accessibility of public buildings and any other organization that comes to the City with a public facility in need of repairs or rehabilitation.

2. Summarize the objectives and outcomes identified in the Plan

After assessing the City's housing and community development priority needs, evaluating the Five-Year Strategic Plan objectives for FY 2015-2019, and analyzing CDBG eligibility criteria, the City proposes to allocate its available CDBG funding in the following eligible categories: Public Services, Public Facilities, Housing Activities, and General Administration.

For Public Services the City proposes to fund priorities identified in its recent Human Services Gap Analysis adopted by the City Council in October: homeless services and a shelter, family support services for abused children and their families, and services for special needs population (i.e. meal delivery service for homebound seniors and meals in supportive settings for seniors). The funding allocated to public services for FY 2019-2020 is \$XXX,XXX and does not exceed the 15% spending cap to adhere to HUD expenditure regulations. The following public service agencies will receive CDBG funds in FY 2019-2020: CALICO, Davis Street Family Resource Center, and SOS/Meals on Wheels.

For Public Facilities, the City must allocate \$187,414 to HUD for principal and interest payments for the City's outstanding \$2.5 million HUD Section 108 loan which was used to construct the City's senior center. In addition, the City will allocate \$XXX,XXX to contribute to the implementation of the City's 2010 ADA Transition Plan. This plan will design and install architectural modifications to make City facilities more accessible to persons with disabilities. The locations of those upgrades include City Hall, Washington Manor Library, Washington Manor Park/Family Aquatic Center, Halycon Park, Memorial Park, Stenzel Park, and the San Leandro History Museum and Art Gallery. In FY 17-18 the City was repaid \$300,000 by the Davis Street Family Resource Center, an area non-profit organization. The payment represented a cancellation of a loan as the non-profit was no longer in compliance with the loan agreement terms. Those funds are proposed to be committed to the Boy's and Girl's Club "Vision 2020"

capital improvement campaign with the goal of a full renovation of the 28,500 square foot San Leandro facility. All remaining funds will be committed to the City-facility ADA upgrade program. If there is another organization that submits an application to the City with a public facility in need of repairs or rehabilitation the City will consider providing additional funding to other eligible public facilities.

For Housing Activities, staff recommends providing \$100,000 of CDBG funds to fund City's Single-Family Housing Rehabilitation Grant Program, which provides minor repair grants to extremely low- and very-low income San Leandro homeowners.

The City's administration funding for FY 2019-2020 of \$XXX,XXX adheres to the HUD-regulated 20% spending cap on general administration. The City will allocate approximately \$XXX,XXX to City staffing for program administration. As a CDBG entitlement recipient, the City is required by HUD to affirmatively further fair housing. Staff proposes to allocate \$10,000 to support Eden Council for Hope and Opportunity (ECHO Housing) to provide fair housing services to San Leandro residents.

Additionally, the City will have an allocation of \$XXX,XXX in HOME funds from the Alameda County HOME Consortium. In order to comply with encumbrance and expenditure rules of the HOME program, these funds are combined with all the HOME Consortium member cities into a pool of funds. These funds can be used by any HOME Consortium member City who has an opportunity site ready for purchase or an affordable housing development with a funding gap. HOME funds can be used for acquisition, rehabilitation, and/or new construction of affordable rental housing as well as tenant-based rental assistance to serve lower income households. In FY 2015-2016 the City used \$256,761 of the HOME Consortium pool of funds to assist BRIDGE Housing's 85-unit La Vereda (formerly San Leandro Senior Housing) development. The City's HOME allocation for FY 2019-2020 will be the last installment of funds used to repay this and two other allocations made by the HOME consortium in the last eight years.

3. Evaluation of past performance

The City of San Leandro's FY 2019-2020 Action Plan is the last year of a five-year planning cycle. The most recent required Consolidated Annual Performance and Evaluation Report (CAPER) was completed for the FY 2017-2018 Action Plan and was approved by HUD in late 2018. The FY 2018-2019 Action Plan recommended substantially similar programs as those recommended in the FY 2019-2020 Action Plan. The CAPER for FY 2017-2018 found that all of the program activities were successful to the extent that those organizations should continue to receive a portion of the City's CDBG funding allocation. Additionally, staff receive quarterly reports from the City's CDBG funded organizations that provide a narrative of accomplishments and demographic and economic data.

4. Summary of Citizen Participation Process and consultation process

HUD Consolidated Plan regulations require and provide guidelines for the City to develop a citizen participation plan that governs the public input and noticing process for creating the Consolidated Plan

and subsequent annual action plans. The goal of the citizen participation plan is to encourage broader public involvement in the planning and allocation of CDBG and HOME funds and implementation of related programs. A minimum of two (2) public hearings are required with at least one (1) hearing to be held before the Draft FY 2019-2020 Annual Action Plan is published for public comment.

Notice of a summary and the availability of the Draft FY 2019-2020 Annual Action Plan for 30-day public comment was published in a locally circulated newspaper, *Daily Review*, on March 15, 2019. The City Council will hold a public hearing on April 1, 2019 to receive initial public input on the Draft Annual Action Plan and to begin the 30-day comment from April 2 through May 1, 2019. The Draft Action Plan will be available for public review and comment during the 30-day period at City Hall (City Clerk's office and Community Development Department), the San Leandro Main Library, and the City's website (<https://www.sanleandro.org/depts/cd/housing/plans.asp>).

The second and final public hearing is planned for May 6, 2019.

5. Summary of public comments

This section will be updated in the final adopted version of the FY 2019-2020 Action Plan.

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

This section will be updated in the final adopted version of the FY 2019-2020 Action Plan.

7. Summary

The City has proposed allocating its available CDBG funds to the activities and projects, described above, in order to address the City's housing and community development needs.

The objectives and outcomes for each of these CDBG-funded activities are described in detail in Section AP-38 Projects Summary on page XX.

It is critical to emphasize that the main obstacles to addressing the City's underserved needs are: 1) the continued reductions in funding levels for the CDBG and HOME programs, and 2) the needs of San Leandro residents far exceeds the amounts of funding available for services intended to address those needs.

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 LEANDRO	
CDBG Administrator	SAN LEANDRO	Community Development Department
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

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

1. Introduction

The Action Plan is an important document for the HOME Consortium. Built on interagency coordination, consultation, and public participation, the Action Plan focuses attention on housing and community development needs and resources available to meet these needs. The FY 2019-2020 Action Plan is prepared through consultation with other public and private entities. The HOME Consortium Technical Advisory Committee, composed of staff from all jurisdictions in the HOME Consortium, meets bi-monthly to provide policy input into the Action Plan planning process.

The City of San Leandro will continue to coordinate available CDBG, HOME, and local funds to provide housing programs, public service assistance, capital improvements, and economic development activities for eligible residents and neighborhoods in FY 2019-2020. Housing-related activities will be coordinated between various City divisions, including Planning and Housing Services. The City will also coordinate with Alameda County, County HOME Consortium member cities, and non-profit agencies to address housing needs. The City will work with Alameda County to administer HOME funds for acquisition, rehabilitation, and/or new construction of affordable rental housing as well as tenant-based rental assistance. The City will continue to contract for housing services such as fair housing and tenant/landlord counseling. City staff will continue to work closely with local non-profit agencies, the County, and other HOME Consortium members to identify permanent affordable, emergency and transitional housing needs (along with necessary supportive services) for the homeless and/or persons with special needs. HOME Consortium members have agreed to continue funding the regional Tenant-Based Rental Assistance (TBRA) for Homeless Families Program, a transitional housing program that provides short-term rental subsidies and support services to assist homeless families attain permanent housing. In addition, the Housing Authority of Alameda County (HACA) administers the HUD Section 8 Housing Voucher Program for San Leandro, and the City will continue support for the Housing Authority in its efforts to maintain the current level of vouchers for eligible San Leandro citizens.

In 2018, the City's Recreation and Human Services Department hired Urban Strategies Council to conduct a Human Services Gap Analysis. At the October 1, 2018 City Council meeting Staff presented the results of that analysis and will use it to prioritize expenditures of CDBG and the City's Community Assistance Grant Program (CAP) funds. Gaps were identified in the following services offered to San Leandro residents: high-level mental and behavioral health needs, child and family enrollment in CalFresh, cuts to critical safety net programs (e.g.: MediCal, SNAP, and SSI), and domestic and intimate partner violence. Efforts will continue to include the Human Services Commission (HSC) and non-profit agency directors/members to improve and further evaluate those programs funded to address these identified gaps in service needs. HSC identifies social service needs in the community, reviews requests for funds, and makes recommendations for City financial support to social service agencies.

Additionally, CDBG funds are expected to be made available for City-initiated and/or non-profit capital improvement projects. Should funds be available, non-profit improvements will be coordinated within the City's Planning, Building & Safety Services, Engineering & Transportation, Public Works Departments, and the City Council.

Commercial revitalization efforts, will continue through the City's Economic Development (ED) staff. ED staff work closely with CDBG staff, local business organizations (such as the Chamber of Commerce and

Downtown Business Association), surrounding communities, and various other economic development organizations to better address and determine the City's future economic and job needs.

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(I)).

EveryOne Home activities to address the housing needs of the homeless, and extremely low-income persons with serious mental illness and/or those living with HIV/AIDS center on the implementation of the EveryOne Home Plan. Planning efforts began in 2004 as a unique collaboration among community stakeholders, cities and Alameda County government agencies representing three separate care systems — homeless services, HIV/AIDS services, and mental health services — that share overlapping client populations and a recognition that stable housing is a critical cornerstone to the health and well-being of homeless and at-risk people, and our communities. After its publication in 2006, the Plan was adopted by the Alameda County Board of Supervisors and all fourteen (14) Alameda County cities, including San Leandro. The Plan was endorsed by numerous community organizations.

Implementation of the EveryOne Home Plan is led by a community-based organization of the same name. EveryOne Home is guided by a Leadership Board comprised of jurisdictional appointed members and key community constituencies such as consumers, cities, nonprofit service providers and housing developers, businesses, law enforcement, housing authorities, and faith-based organizations.

EveryOne Home envisions a system of housing and services in Alameda County that, by 2020, ensures all extremely low-income residents have a safe, supportive and permanent place to call home with services available to help them stay housed and improve the quality of their lives. EveryOne Home partners are working on five core strategies: 1) Prevent homelessness and other housing crises; 2) Increase housing opportunities for homeless and extremely low-income households; 3) Deliver flexible services to support stability and independence; 4) Measure success and report outcomes; and 5) Develop long-term leadership and build political will.

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.

The City of San Leandro will continue to provide pro-rata funding in supporting the administration and implementation of the EveryOne Home Plan.

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

Alameda County Housing and Community Development Department through HMIS and leadership of the EveryOne Home Performance Management Committee is supportive of the EveryOne Home initiative to

establish system wide outcomes and to evaluate effectiveness of programs against those outcomes. These outcomes include shortening the period of time being homeless and reducing the recidivism rates for homeless people.

EveryOne Home is the Alameda Countywide Continuum of Care implementing agency that manages the use of Emergency Solutions Grant (ESG) funds since early in 2012. Representatives from the Cities of Berkeley and Oakland, Alameda County Housing and Community Development Department (Urban County grantee), and the Executive Director of EveryOne Home worked together to implement the new ESG requirements. The collaboration began in 2009 with the American Recovery and Reinvestment Act (ARRA) Homelessness Prevention and Rapid Re-housing (HPRP) funds and works to ensure consistency in implementing homeless programs county-wide. This collaboration resulted in the creation of the Priority Home Partnership (PHP), which was a county-wide program to implement HPRP. In order to learn from the best practices established by PHP, the group agreed to meet regularly to prepare the Substantial Amendment that details how the entities will coordinate the use of future ESG funding via regular meetings and discussions with EveryOne Home. Subsequent to those calls, on March 1, 2012, EveryOne Home held a community-wide meeting at which additional consultation and public input into the use of ESG funds was solicited. A series of meetings with EveryOne Home and the ESG grantees continued through the year and a coordinated ESG program was established and began implementation in early 2013. This coordinated program will use this same structure for FY 2019-2020 ESG funding.

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

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

Not applicable.

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	EveryOne Home	Everyone Home and the CDBG and City-funded homeless support programs noted in the City of San Leandro’s FY 2019-2020 Action Plan address the region's homelessness needs.

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

Notice of a summary and the availability of the Draft FY 2019-2020 Annual Action Plan for 30-day public comment was published in a locally circulated newspaper, *Daily Review*, on March 15, 2019. The City Council will hold a public hearing on April 1, 2019 to receive initial public input on the Draft Annual Action Plan and to begin the 30-day comment from April 2 through May 1, 2019. The Draft Action Plan will be available for public review and comment at City Hall (City Clerk's office and Community Development Department), the Main Library, and the City website (<https://www.sanleandro.org/depts/cd/housing/plans.asp>) during the 30-day period. The second and final public hearing will be held May 6, 2019.

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	Newspaper Ad (for April 1, 2019 public hearing and 30 day public comment period)	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish and Chinese</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Homeowners' Associations</p>	None	None	N/A	Click for link to San Leandro City Council 4/1/19 Meeting Details
2	Public Hearing (April 1, 2019)	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish and Chinese</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Homeowners' Associations</p>	None	None	N/A	Click for link to San Leandro City Council 4/1/19 Meeting Details

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The amount of federal CDBG entitlement funding significantly decreased during the 2010-2015 Consolidated Plan 5-Year planning period. In the 2015-2019 Consolidated 5-Year planning period, as of the 2017 program year, there had been a 5% increase since the 2015 program year. When this analysis is done over a 10-year period from the 2007 program year to the 2017 program year CDBG funds have decreased overall by 12% (note that these amounts have not been adjusted for the current year dollar value). For the HUD program years of 2017-2018 to 2019-2020 there was an increase year-over-year of X%. This changes the 10-year analysis to an overall decrease of CDBG fund to X%.

A note on if the CDBG allocation to the City of San Leandro is not available until after the beginning the City's Fiscal Year starting July 1, 2019. The City of San Leandro wants to ensure that the public service providers do not have an interruption in services offered to the residents of San Leandro. According to the government-wide Uniform Administrative Requirements, Cost Principles and Audit Requirements regulation at 2 CFR § 200, contains language concerning agency approval of pre-award costs. The language at 2 CFR § 200.458 applies to any program that does not have separate provisions concerning authorization of pre-award costs:

2 CFR § 200.458. Pre-award costs are those incurred prior to the effective date of the Federal award directly pursuant to the negotiation and in anticipation of the Federal award where such costs are necessary for efficient and timely performance of the scope of work. Such costs are allowable only to the extent that they would have been allowable if incurred after the date of the Federal award and only with written approval of the Federal awarding agency.

Additionally, the City of San Leandro is aware of the federal regulation citing the total amount of pre-award costs paid during any program year cannot be more than 25 percent of the grant amount for that year or \$300,000, whichever is greater.

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	\$XXX,XXX	\$300,000+and loan repayments?	\$XX,XXX	\$XXX,XXX		As a CDBG entitlement locality, the City of San Leandro directly receives CDBG funds annually from the U.S. Department of Housing and Urban Development (HUD). CDBG funds can be used for a variety of housing and community development activities that benefit lower income individuals and families.

HOME	Public – federal	Acquisition Admin and Planning Housing	\$XXX,XXX			\$XXX,XXX		The City of San Leandro receives HOME funds via a formula allocation through the Alameda County HOME Consortium. The HOME Program provides flexible funding to states and local governments for affordable housing programs and activities for low-income households. HOME funds can be used to acquire, rehabilitate, and construct affordable housing, as well as to provide tenant-based rental assistance or homebuyer assistance or homeowner rehabilitation for income-eligible individuals and families.
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Table 5 - Expected Resources – Priority Table

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

Non-Entitlement Resources include the City of San Leandro's Affordable Housing Trust Fund. The City of San Leandro has in its municipal code inclusionary zoning that requires new residential development to provide a percentage of its residential units affordable to lower income households. Additionally, City is exploring the implementation of a housing impact fee that, as the economy continues to prosper, is collecting revenue to be used toward supporting affordable housing development activities. Finally, the City continues to receive loan repayments of former Redevelopment Agency Low and Moderate Housing loans. When these funds are received they are deposited into the City's Low and Moderate Housing Asset Fund for use toward similar affordable housing activities.

In the Fall of 2016 Alameda County 73% of the voters approved measure A1, a \$580 million general obligation bond measure designated to support affordable housing. City staff continue to participate in the effort to develop policy guidance on expenditures of these funds. A total of about \$12 million are earmarked for affordable rental housing development in the City of San Leandro.

Low-Income Housing Tax Credits (LIHTC): The federal 4% and 9% LIHTC is the principal source of funding that can be leveraged for the construction and rehabilitation of affordable rental housing. They are a dollar-for-dollar credit against an investor's federal tax liability.

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

There are no identified publicly owned land located within the jurisdiction for uses to address the needs identified in the FY 2019-2020 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	Affordable Housing Needs Goals	2015	2019	Affordable Housing	City-Wide	Affordable Housing Needs	CDBG: \$100,000	Public service activities for Low/Moderate Income Housing Benefit: XX Households Assisted Homeowner Housing Rehabilitated: XX Household Housing Unit
2	Homelessness Needs Goals	2015	2019	Homeless	City-Wide	Homeless Needs	CDBG: \$0	Homeless Person Overnight Shelter: 200 Persons Assisted Homelessness Prevention: 215 Persons Assisted
3	Supportive Housing Needs Goals	2015	2019	Non-Homeless Special Needs	City-Wide	Supportive Housing Needs	CDBG: \$0	Other: 0 Other
4	Community Development Needs Goals	2015	2019	Non-Housing Community Development	City-Wide	Community Development Needs - Public Services Community Development Needs - Public Facilities Administration	CDBG: \$501,845	Public service activities other than Low/Moderate Income Housing Benefit: 10,000 Persons Assisted

Table 6 – Goals Summary

AP-35 Projects - 91.420, 91.220(d)

Introduction

CDBG funds can be used for four (4) general types of projects: housing, capital projects, economic development, and public services. All projects must meet at least one (1) of HUD's national objectives: 1) to benefit low/moderate-income people; 2) to prevent or eliminate slums and blight; and 3) to meet an urgent community development need.

Even if a project is suitable for one of the City's eligible categories, it must also pass the low- and moderate-income benefit test. A project meets this standard if at least 51% of the beneficiaries have low-moderate incomes (i.e., incomes at or below 80% of Area Median Income) or if the project benefits an area (e.g., census tracts, service area, neighborhood, etc.) with a majority of low-moderate income people. Funded projects are required to document the income levels of persons and households receiving these services.

After assessing the City's housing and community development priority needs, evaluating the Five-Year Strategic Plan objectives for FY 2015-2019, and analyzing CDBG eligibility criteria, the City is proposing to allocate its available CDBG dollars in the following eligible funding categories: Public Services, Public Facilities, Housing Activities, and General Administration.

The City of San Leandro allocates its annual federal CDBG and HOME funds to address the City's housing and community development needs identified in the City's FY 2015-2019 Five-Year Consolidated Plan.

#	Project Name
1	CDBG Program Administration
2	ECHO Housing - Fair Housing Program
3	Section 108 Loan Repayment
4	City of San Leandro ADA Transition Plan for City Facilities
5	Single-Family Housing Rehabilitation Program
6	PUBLIC SERVICE #1
7	PUBLIC SERVICE #2
8	PUBLIC SERVICE #3

Table 7 – Project Information

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

The three (3) public services agencies (CALICO, Davis Street Family Resource Center, and SOS/Meals on Wheels) that were funded in FY 2018-2019 for a two-year funding cycle (including FY 2017-2019) were among twelve (12) agencies that submitted applications to the City-issued FY 2017-2019 Community Assistance Grant Program (CAP) Request for Proposals. These agencies provide critical, and CDBG-eligible, social services for San Leandro residents, thus, meeting the City's Consolidated Plan priority needs. The City's Human Services Commission recommended that these three agencies be funded with

CDBG funds.

The City's allocation to ECHO Housing to provide fair housing services is consistent with the Consolidated Plan priority and the City's commitment to affirmatively further fair housing.

The allocation for the City's HUD Section 108 Loan repayment is in accordance with the 20-year repayment schedule for the City's \$2.5 million HUD Section 108 Loan used to complete the City's senior center.

The City's ADA Transition Plan, partially funded with CDBG funds, outlines the City's commitment to make City facilities ADA accessible.

Lastly, the City is able to provide lower-income San Leandro homeowners with minor home repair grants using CDBG funds to ensure that these existing, naturally affordable homes are preserved and in safe and habitable conditions.

The main obstacles to addressing the City's underserved needs are: 1) the continued reductions in funding levels for the CDBG and HOME programs, and 2) the excess of need far exceeding the amounts of funding available.

AP-38 Project Summary

Project Summary Information

1	Project Name	Davis Street Family Resource Center's Family Support Services - Basic Needs Program
	Target Area	City-Wide
	Goals Supported	Community Development Needs Goals
	Needs Addressed	Community Development Needs - Public Services
	Funding	CDBG: \$39,233
	Description	Comprehensive Family Resource Center provides emergency services to low-income people in San Leandro enabling them to move out of poverty and into self-sufficiency. Family Support Services program includes basic needs services, food, clothing, housing assistance, employment support, counseling case management and information and referral, free medical and dental care, and childcare.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	8,412 low-income individuals and families will receive Basic Needs Services, including the provision of emergency food supplies includes food bags sufficient for an entire family for 7 days. 150 Clients will receive crisis intervention and/or short-term community counseling and/or substance abuse prevention services.
	Location Description	Davis Street Family Resource Center, 3081 Telegraph Street, San Leandro, CA 94577
	Planned Activities	Basic Needs Program will provide 8,412 San Leandro clients with emergency food. Basic Needs Program clients will be screened for eligibility for other social service needs and will be referred to other social service community providers. Counseling services, including weekly individual, family and crisis intervention, and substance abuse prevention and short-term counseling will be provided to 150 clients at both family resource centers and 10 San Leandro schools.

2	Project Name	CALICO - San Leandro Child Abuse Intervention Project
	Target Area	City-Wide
	Goals Supported	Community Development Needs Goals
	Needs Addressed	Community Development Needs - Public Services
	Funding	CDBG: \$22,260
	Description	CALICO, the Child Abuse Listening, Interviewing, and Coordination Center, provides family support services to improve mental health outcomes for San Leandro children and their families who have suffered from abuse.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Fifty (50) abused children and thirty-six (36) caregivers will receive critical family support services, which includes forensic interviews.
	Location Description	CALICO Interview Center, 524 Estudillo Avenue, San Leandro, CA 94577
	Planned Activities	CALICO's Family Resource Specialist (FRS), a skilled mental health clinician, will provide critical therapeutic interventions that can place 50 abused children on the path of healthy adulthoods. FRS will also provide caregivers with ongoing support that prevents that recurrence of violence and begins to foster healing for the children.

3	Project Name	SOS/Meals on Wheels - Meal Delivery Service to Homebound Seniors
	Target Area	City-Wide
	Goals Supported	Community Development Needs Goals
	Needs Addressed	Community Development Needs - Public Services
	Funding	CDBG: \$45,743
	Description	SOS/Meals on Wheels program delivers warm, nutritious meals to homebound seniors who are 60 years of age or older and unable to buy or prepare food for themselves.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	160 homebound seniors will be provided with warm, nutritious meals.
	Location Description	The meals will be delivered to senior citizen's homes throughout the City.
	Planned Activities	SOS/Meals on Wheels will deliver warm, nutritious meals to 160 homebound seniors in San Leandro. Drivers will also provide health check-in visits and assist seniors with small tasks.

4	Project Name	CDBG Program Administration
	Target Area	City-Wide
	Goals Supported	Affordable Housing Needs Goals Homelessness Needs Goals Community Development Needs Goals
	Needs Addressed	Affordable Housing Needs Homeless Needs Community Development Needs - Public Services Community Development Needs - Public Facilities Community Development Needs - Economic Development Administration
	Funding	CDBG: \$XXX,XXX
	Description	General administration and oversight of the CDBG Program.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	10,000 low-income clients will be assisted with CDBG-funded services. This includes 9,850 public services clients; 10 Fair Housing services clients, and 15 housing rehabilitation program clients.
	Location Description	Various locations throughout the City and the County.
	Planned Activities	The City will continue to allocate 20% of its annual CDBG entitlement funds to the administration of the City's CDBG program.

Project Name	ECHO Housing - Fair Housing Program
Target Area	City-Wide
Goals Supported	Affordable Housing Needs Goals
Needs Addressed	Administration
Funding	CDBG: \$10,000
Description	ECHO Housing provides fair housing services to San Leandro residents to reduce housing discrimination in the City.
Target Date	6/30/2020
Estimate the number and type of families that will benefit from the proposed activities	Ten (10) low-income households will be assisted with fair housing services.
Location Description	ECHO Housing staff provides fair housing services over the phone.

<p>Planned Activities</p>	<p>ECHO Housing Fair Housing Coordinator will:</p> <ul style="list-style-type: none"> • provide services to San Leandro households inquiring about fair housing and related issues, and/or alleging housing discrimination by evaluating and investigating complaints within 24 hours, when feasible, using trained investigators. If discrimination is suspected, mediation will be offered or referrals will be made to private attorneys or government agencies if the complainant so desires. • conduct a systematic fair housing audit to determine fair housing compliance, analyze data, and provide follow-up and training for non-compliant property owners and/or managers. • conduct an annual April Fair Housing Month event and a fair housing training session for tenant and/or potential homebuyers. • conduct presentations on fair housing issues; distribute fliers/brochures at public locations such as libraries, churches, community groups, social service agencies, and stores; and disseminate quarterly public service announcements.
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6	Project Name	Section 108 Loan Repayment
	Target Area	City-Wide
	Goals Supported	Community Development Needs Goals
	Needs Addressed	Community Development Needs - Public Facilities
	Funding	CDBG: \$187,414
	Description	The City received \$2.5 million HUD Section 108 Loan to complete the construction of the senior center. With the completion of the facility, the City will now make repayments based on the repayment schedule provided by HUD. The City pledges future CDBG funds to repay the \$2.5 million loan over 20 years.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable.
	Location Description	Not applicable.
	Planned Activities	The City will use CDBG funds to repay its \$2.5 million HUD Section 108 Loan used to complete the construction of the City's senior center. The repayment amounts are in accordance with HUD's 20-year repayment schedule.

6	Project Name	City of San Leandro ADA Transition Plan for City Facilities
	Target Area	City-Wide
	Goals Supported	Community Development Needs Goals
	Needs Addressed	Community Development Needs - Public Facilities
	Funding	CDBG: \$XXX,XXX
	Description	The Departments of Engineering & Transportation and Public Works will complete architectural modifications to City facilities (Main Library, Marina Community Center, City Hall, South Offices, Police Department, Washington Manor Library, and Marina Park) to make them more ADA accessible.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Several City facilities (Main Library, Marina Community Center, City Hall, City Hall - South Offices, Police Department building, Washington Manor Library, and Marina Park).
	Planned Activities	CDBG funds will be used to make several City facilities (Main Library, Marina Community Center, City Hall, City Hall - South Offices, Police Department building, Washington Manor Library, and Marina Park) more accessible for seniors and disabled persons.

8	Project Name	Single-Family Housing Rehabilitation Program
	Target Area	City-Wide
	Goals Supported	Affordable Housing Needs Goals
	Needs Addressed	Affordable Housing Needs
	Funding	CDBG: \$100,000
	Description	The City's Single-Family Housing Rehabilitation Program will provide grants to very low- and low-income households for minor repairs to their homes.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Fifteen (15) low-income households will have minor repairs completed in their single-family or mobile homes.
	Location Description	The owner-occupied homes, located within the jurisdictional boundaries of the City of San Leandro, will be identified once the applications are processed.
	Planned Activities	CDBG funds will be used to provide grants to 15 income-eligible (extremely low- and very low-income) households to complete repairs to their owner-occupied single-family or mobile homes. Grants may be used for minor repairs that improve health and safety, home accessibility, exterior clean up, exterior paint, and seismic strengthening.

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

Most of the activities in the Action Plan meet the needs of the entire City. The income structure of the City is diverse and there are few low-income census tract areas. Potential sites that could possibly accommodate affordable housing and homeless facilities are identified in the City's current Housing Element of the General Plan. Geography was not used to determine funding allocation priorities.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Not applicable.

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

Introduction

The City of San Leandro is a California Charter City that is required to examine governmental and non-governmental barriers that unduly burden residential housing development. This analysis, the 2015-2023 Housing Element of the San Leandro General Plan, can be found at the following website:

<https://www.sanleandro.org/depts/cd/housing/he/default.asp>

The City's Housing Element identifies a number of measures that are intended to facilitate and encourage affordable housing through specific planning efforts, the review of existing zoning, and supporting development standards that collectively are designed to encourage development of all forms of residential development.

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

The California Government Code requires the Housing Element to contain "a statement of goals, quantified objectives, and policies relative to the maintenance, preservation, improvement, and development of housing" (Section 65583(b)(1)). Chapter 6 of the 2015-2023 Housing Element of the San Leandro General Plan fulfills that requirement. It builds upon the information presented in previous chapter of the same document that is intended to provide direction on key housing issues in the City of San Leandro. The Housing Element's nine goals define the major topic areas covered. These are: New Housing Opportunities, Affordable Housing Development, Administration of Housing Programs, Home Ownership, Affordable Housing Conservation, Healthy Homes and Sustainable Neighborhoods, Special Needs Populations, Elimination of Housing Constraints, and Fair Housing.

Each of the Housing Element's above-noted goals is accompanied by policies and action programs. The policies are intended to guide day-to-day decisions on housing, while the actions identify the specific steps the City of San Leandro will take after the Housing Element is adopted.

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

Introduction

To carry out the following strategies outlined in the City of San Leandro's 2015-2019 Consolidated Five-Year Plan, the City will pursue the following planned actions.

Actions planned to address obstacles to meeting underserved needs

The Consolidated Plan priorities are designed to address the underserved needs in San Leandro. The primary obstacle to meeting the City's underserved needs is securing adequate funding resources.

Actions planned to foster and maintain affordable housing

The City will coordinate and collaborate with Alameda County to administer HOME funds for acquisition, rehabilitation, and/or new construction of affordable rental housing as well as tenant-based rental assistance. The City staff will continue to work closely with local non-profit agencies, the County, and other HOME Consortium member cities to identify permanent affordable housing as well as emergency and transitional housing needs (along with necessary supportive services) for the homeless and/or persons with special needs. HOME Consortium members, including San Leandro, have also agreed to continue funding the consortium-wide Tenant-Based Rental Assistance (TBRA) for Homeless Families Program, a transitional housing program that provides short-term rental subsidies, job preparation and placements, case management, and other support services to assist homeless families attain permanent housing.

The City will continue to contract with ECHO Housing for housing services such as fair housing and tenant/landlord counseling. These services help maintain people in housing and prevent homelessness.

Furthermore, the City's Housing Rehabilitation Program for minor home repair grants for owner-occupied homes historically preserved and improved the City's existing housing stock for extremely low and very low-income homeowners and also assisted elderly homeowners to age in place.

Lastly, the City will continue to monitor the preservation of 1,446 Below-Market Rate (BMR) rental units (funded and/or regulated by the City/Redevelopment Agency and/or regulated by State Low-Income Housing Tax Credit Program) for tenants earning between 30% and 120% of the Area Median Income and fifty-six (56) existing BMR ownership units.

Actions planned to reduce lead-based paint hazards

The new Environmental Protection Agency (EPA) rule effective April 22, 2010 requires that contractors be EPA-lead certified prior to beginning work on structures built before 1978. The City, specifically its Building & Safety Services Division, requires contractors, who are working on homes built prior to 1978, to demonstrate that they have satisfied the EPA law prior to providing them the City building permits

needed.

Should the City use federal funds, such as HOME funds, for acquisition and/or rehabilitation of apartments for preservation or maintenance as affordable housing, it will inform tenants of lead-based paint and comply with both the new EPA law on lead and renovation as well as with applicable HUD lead-based paint hazard reduction guidelines and regulations.

Actions planned to reduce the number of poverty-level families

Section 220 of the 1992 Housing and Community Development Act requires jurisdictions to describe the goals, programs, and policies that will reduce the number of households with incomes below the poverty level. One strategy for increasing household income is to improve the employment potential of those who are seeking to break from the cycle of poverty. The City's Community Assistance Grant Program (CAP), that is currently funded with CDBG funds, will continue to support non-profit agencies that provide job assistance and related services to low-income members of the community.

The City's Office of Business Development actively seeks new commercial office and retail developments that may result in new employment opportunities for residents. The CDBG staff will continue to work closely with the City's Office of Business Development staff to develop eligible projects and programs and promote increased economic development and community job creation and retention.

Actions planned to develop institutional structure

Public agencies, for-profit and non-profit private organizations all play a part in the provision of affordable housing, social services, capital improvements, and economic development. The City's Housing Services Division has the primary responsibility for implementation of the Consolidated Plan and the Housing Element. The Division works closely with the Economic Development Division in the implementation of affordable housing projects and programs. Non-profit agencies also provide social services to the community each year. The Alameda County Housing and Community Development (HCD) Department is the lead agency in the implementation of the HOME Consortium's Consolidated Plan. HCD also administers the HOME Program for the HOME Consortium members, HUD homeless programs (including the Continuum of Care Council), and the Mortgage Credit Certificate (MCC) Program for homeownership. The City and other cities in the County take part in the HCD activities described above.

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

The City plans to continue funding EveryOne Home's operations, and having City Housing staff assist (e.g., technical assistance) EveryOne Home's staff, Board, committees and activities as needed. As already described, the City is committed to implementing the strategies of the EveryOne Home Plan and its objectives of ending homelessness in Alameda County by 2020.

Program Specific Requirements

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

Introduction

The program-specific requirements governed by the Community Development Block Grant Program (CDBG) and HOME Investment Partnership Program (HOME) are described below.

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
 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
 3. The amount of surplus funds from urban renewal settlements
 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.
 5. The amount of income from float-funded activities
- Total Program Income

Other CDBG Requirements

1. The amount of urgent need activities

Attachments

Grantee SF-424, SF 424D, and Certifications