



***DRAFT***

**ANNUAL ACTION PLAN  
NON-HOME FUNDS  
FY 2023-2024**

**CITY OF SAN LEANDRO**  
***ALAMEDA COUNTY***  
***HOME CONSORTIUM***

**Presented to the City Council March 20, 2023**

# Executive Summary

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

### 1. Introduction

The FY 2020-2024 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 23-24 Annual Action Plan (AAP) represents the fourth year of the FY 2020-2024 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).

In order to receive its annual CDBG allocation from HUD, San Leandro 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. San Leandro applies each year to Alameda County to receive its annual share of HOME funding. As part of this process, San Leandro submits its AAP to Alameda County who is responsible for submitting it to HUD 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 that benefits an area with a majority of low-moderate income people).

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

The City's CDBG allocation for FY 23-24 CDBG funding will be \$808,948. The FY 23-24 HOME funding amount is announced simultaneously with CDBG funding allocations, and this year the City will receive \$238,909 as its pro-rata share from Alameda County HOME consortium. HOME funds are available for

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

Staff analysis of the City’s HUD funding shows that there will most likely be funds in an amount to be determined, in unused prior year CDBG funds that will be carried forward with recommended allocations in FY 23-24. These prior year funds consist mainly of unused general program administration and public services funding from FY 21-22. Additionally, In FY 22-23 the City received no program income. The total available for CDBG allocation is estimated for FY 23-24 is to be determined.

## **2. Summarize the objectives and outcomes identified in the Plan**

The City’s Five-year Consolidated Plan is divided into five (5) Priority Needs areas. The following section provides a brief overview of the proposed needs, objectives and activities in the Five-Year Consolidated Plan.

### *Affordable Housing Needs*

In the Five-year Consolidated Plan, the City proposes to take actions to address the need for affordable housing. The City will continue to allocate CDBG funds for fair housing services and to preserve affordable housing, primarily through the Single-Family Housing Rehabilitation Grant Program. When available, HOME funds will be used for affordable rental or ownership housing projects, including new construction or acquisition and rehabilitation.

### *Homeless Assistance and Prevention Services Needs*

Homelessness remains one of the most difficult problems facing Alameda County. The January 2019 Point-in-Time (PIT) Count found that there were 8,022 people experiencing homelessness—this is nearly double what was found in the 2015 PIT Count. For the City, the count nearly quadrupled since 2017 from 109 to 418 persons experiencing homelessness. The PIT Count found that 78% of those interviewed were people who lived in Alameda County prior to becoming homeless; 28% of those who are homeless are families with minor children; 32% of people homeless are aged 50 years or older; 42% have one or more disabling condition. The top six responses to the primary causes of homelessness for those surveyed were: 1) loss of employment-13%, 2) mental health issues-12%, 3) substance-use issues-10%, 4) eviction or foreclosure-9%, 5) rent increase-9%, 6) incarceration-8%.

The City has traditionally used the CDBG Program to support a number of homeless-serving activities. Proposed activities include operational funding for community-based social services agency that provides food, clothing and other supports for the City’s homeless or those who are at-risk of becoming homeless.

In San Leandro, formerly homeless persons who need affordable housing also benefit from available support services. The City may use available HOME funds for tenant-based rental assistance or for a homeless shelter, transitional or permanent supportive housing projects serving residents with special needs.

#### *Community Development Needs - Economic Development*

If feasible, the City may seek to allocate CDBG funds to provide loans to eligible small businesses for property upgrades. Again, if feasible, CDBG funds may be used to develop and implement a neighborhood strategy or plan for commercial corridor revitalization. Historically, the City has focused CDBG allocations on public services, capital improvements and affordable housing needs due to greater demand for those needs.

#### *Community Development Needs - Public Services*

The City proposes to continue providing operational grants to non-profit social services providers serving residents. During the Five-year Consolidated Planning period, the priorities for CDBG funding includes basic needs programs for low-income individuals and families, meal delivery to homebound seniors, and shelter programs.

Other sub-populations in Alameda County with high needs are persons with physical or mental disabilities and seniors who need affordable housing integrated with available support services.

#### *Community Development Needs - Public Facilities & Improvements*

During the Five-year Consolidated Planning period, the City will use available CDBG funds to fund ADA improvements to public facilities, install ADA curb ramps, and assist non-profit social service agencies with necessary facility improvements. The City will also use CDBG funds for principal and interest payments in accordance with the repayment schedule for the \$2.5 million HUD Section 108 Loan used to build the senior center.

### **3. Evaluation of past performance**

The City's Consolidated Annual Performance and Evaluation Reports (CAPER) for FY2021-2022 (July 1, 2021 through June 30, 2022) assessed the effectiveness of the CDBG-funded programs and activities in meeting the priority needs for San Leandro. This CAPER was approved by the City's HUD representative in the San Francisco Regional Office of the Community Planning and Development Division on February 1, 2022.

### **4. Summary of Citizen Participation Process and consultation process**

HUD Consolidated Plan regulations provide guidelines and requirements 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 held before the Draft FY 2023-2024 Annual Action Plan is published for public comment.

A summary of the draft Annual Action Plan was published in the Daily Review newspaper on March 10, 2023. Copies of the Draft FY 2023-2024 Annual Action Plan will be available for review on the City's

website at <https://www.sanleandro.org/292/Housing-Plans> beginning March 21, 2023. The second public hearing will be held May 1, 2023, at which time the City Council will consider approval of the final Plan.

**5. Summary of public comments**

This section will be updated after the close of the public comment period.

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

This section will be updated after the close of the public comment period.

**7. Summary**

As with the previous Consolidated Planning period, the City of San Leandro will continue to fund CDBG-eligible programs and activities that meet the housing and community development needs in San Leandro that are identified in the City's FY 2020-2024 Consolidated Plan.

**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.

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
Lead Agency	SAN LEANDRO	
CDBG Administrator	SAN LEANDRO	Community Development Department
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative**

The City of San Leandro is the Lead Agency for the United States Department of Housing & Urban Development (HUD) Community Development Block Grant (CDBG) Program. The City's Senior Housing Specialist in the Community Development Department Housing Services Division is responsible for administering the CDBG program, which includes developing the Consolidated Plan, Annual Action Plans, and Consolidated Annual Performance Evaluation Reports (CAPERs), and is the liaison to Alameda County for matters related to the HOME Investment Partnerships (HOME program) (the City of San Leandro is a member of the Alameda County HOME Consortium).

**Consolidated Plan Public Contact Information**

Kimberly Anderson  
 Housing Specialist II  
 City of San Leandro  
 Community Development Department, Housing Services Division  
 835 East 14th Street  
 San Leandro, CA 94577  
 510-577-6004  
 kanderson@sanleandro.org

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

### **1. Introduction**

The FY 2020-2024 Consolidated Plan and the related FY 2023-2024 Annual Action Plan is an important document for the HOME Consortium. Built on interagency coordination, consultation, and public participation, the Con Plan focuses attention on housing and community development needs and resources available to meet these 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(l)).**

To be provided in final AAP document.

**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.**

To be provided in final AAP document.

**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**

To be provided in final AAP document.

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

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	City of San Leandro Human Services Commission
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>In April 2023, staff will present the information on the responses to the CAP/CDBG FY 2022-2024 Request for Proposals and seek feedback on Staff's recommendations for funding.</p>
--	---	--

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

The City made efforts to include as broad a group of community stakeholders as possible. No agency types were excluded from participation.



**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	Alameda County-wide plan to address homelessness, HIV/AIDS housing & services, rapid rehousing and those activities to eliminate homelessness.
Housing Element	City of San Leandro, Community Development Department, Housing Division	The City of San Leandro's Housing Element for 2023-2030 provides direction on the production of new market-rate and affordable homes and guides the city's housing programs and activities. It includes policies and actions related to new construction and rehabilitation, affordable housing development, first-time homebuyer programs, housing for seniors and others with special needs and fair housing practices in San Leandro.
Human Services Gap Analysis	City of San Leandro, Recreation and Human Services Department	Completed in April 2017, the Human Services Gap Analysis report provides an analysis of human service needs, current human services assets with the City of San Leandro and region and areas of unmet need. The purpose of the analysis and policy recommendations is to inform the development of priorities and criteria for the City's human services program direction and decisions.
2019 Alameda County Homeless Point in Time Census	EveryOne Home	Homeless population census and analysis of existing need.

2017 Local Hazard Mitigation Plan	City of San Leandro Community Development Department	Under the San Leandro General Plan 2035 adopted by City Council in 2016, there were two sections added: emergency preparedness and hazard mitigation. The 2017 Local Hazard Mitigation Plan is an effort by the City to address these important issues in the City Planning efforts.
San Leandro Climate Hazard Assessment (May 22, 2020)	City of San Leandro Public Works Department	In response to Senate Bill No. 379 - Land Use: general plan: safety element (Jackson), this report informs that public on the City's effort to incorporate climate hazards and adaptation strategies into it local hazard mitigation plan, General Plan Safety Element and other relevant plans such as the Climate Action Plan.
San Leandro ADA Facilities Transition Plan Update	City of San Leandro Engineering and Transportation Department	The 2010 ADA Facilities Transition Plan Update is the City of San Leandro's effort to comply with the American with Disabilities Act (ADA) that requires the City to reasonably modify its policies, practices, or procedures to avoid discrimination against people with disabilities. The report identifies physical barriers to accessibility in City-owned facilities and how the City may remove those barriers to facilitate the opportunity of access to all individuals.

**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**

HUD Consolidated Plan regulations 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 public hearings are required with at least one hearing to be held before the proposed Consolidated Plan and Proposed Annual Action Plan are published for public comment.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted & reasons	URL (If applicable)
	Email Outreach	Non-targeted/ broad community	The City will distributed the Public Notice of the March 20, 2023 Public Hearing via email to a wide range of recipients. Email distribution lists included Housing Services Division interested parties, Homeowner's Associations, social service agencies, and everyone who has contacted the City with housing and community development questions. In total approximately 375 emails were sent the Notice of Public Hearing.			

**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 had decreased overall by 13% (note that these amounts have not been adjusted for the current year dollar value). For the HUD program years of 2021-2022 to 2022-2023, there was a year-over-year decrease of just over 2%. For FY 23-24, there was a year-over-year increase of just over 8%.

A note on if the CDBG allocation to San Leandro is not available until after the beginning the City's Fiscal Year starting July 1, 2023. 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, 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.

The Consolidated Plan must identify federal, state, and local resources expected to be available to the City of San Leandro to address priority needs and specific objectives identified in the Strategic Plan. In FY 2023-2024 the City of San Leandro estimates that it will receive \$808,948. The estimate for the City's HOME allocation for the same period is \$238,909. Additionally, there may be a carry-over of prior year funding that will result in an amount to be determined in available HOME Investment Partnership funding.

**Anticipated Resources**

As of the beginning date of this Annual Action Plan Program Year (July 1, 2023) the City of San Leandro may have uncommitted funds in an amount to be determined. Those funds were allocated to various HUD Activities that were not fully expended.

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	\$808,949	\$0	TBD	TBD		CDBG activities will include administration, public services, housing, and other activities benefiting low-mod income households and communities in the City of San Leandro.

**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**

CDBG funds will be leveraged with other funding available within the City of San Leandro, the region, and the State of California. Local resources include San Leandro’s Affordable Housing Trust Fund, the Low/Mod Housing Asset Fund (repayments or income generated by former Redevelopment Agency Assets), General Fund commitments and other non-financial resources. One non-financial resource for affordable housing includes the City’s Inclusionary Zoning that requires new residential development to provide a percentage of its residential units be affordable to lower income households. The City’s

Affordable Housing Trust Fund mainly receives deposits of in-lieu fees when a developer chooses to pay instead of providing inclusionary affordable housing units.

Other regional funding includes Alameda County Measure A-1 bond funds. In the Fall of 2016 Alameda County 73% of the voters approved measure A1, a \$580 million general obligation bond measure designated to support regional efforts to address the lack of affordable housing. The City of San Leandro has a base allocation of these funds in the amount of over \$10 million that is earmarked for affordable rental housing development in San Leandro.

There are significant efforts both regionally and at the State level to address decreased funding for affordable housing and community development. The 2017-18 Regular Session of the California State Legislature passed two bills (of many other housing-related legislation) seeking to generate funds for new affordable housing production. The Building Homes and Jobs Act (SB 2: Atkins) will establish a permanent source of funding for affordable housing through a \$75 fee on real estate document filings. The Affordable Housing Bond Act (SB 3: Beall) allowed the State of California to place a \$4 billion statewide general obligation bond for affordable housing on the November 2018 ballot. Proposition 1: Housing Programs and Veterans' Loan Bond was approved. All of these programs have funded critical and successful affordable housing programs operated by State agencies.

Additionally, the statewide Greenhouse Gas Reduction Fund's Affordable Housing and Sustainable Communities program is a competitive funding program that encourages collaboration between affordable housing developers, jurisdictions, and transit agencies to fund affordable housing development and transportation infrastructure and amenities. City staff will continue encouraging affordable housing developers and area transit agencies to collaborate in an application to AHSC for funding when a viable and competitive housing and transportation development is ready to move forward.

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. City staff continue to monitor developments in these regional and state funding initiatives and will work to position affordable housing and community development projects in the City to be competitive in securing those funding resources.

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

The 2018-19 Session of the California State Legislature passed multiple bills regulating the City's supply of surplus land (AB 1486: Ting; AB 1255: Rivas; SB6: Beall). The City will work to comply with State law regarding City-owned property used to address the needs identified by the 2020-2024 Consolidated Plan if any becomes available during this planning period.

**Discussion**

## 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	Producing and Preserving Affordable Housing Opportunities	2020	2024	Affordable Housing	City-Wide	Affordable Housing Needs	CDBG: \$150,000	Homeowner Housing Rehabilitated: 10 Household Housing Unit
2	Providing Enhanced Public Services	2020	2024	Non-Housing Community Development	City-Wide	Community Development Needs - Public Services	CDBG: \$121,342	Public service activities other than Low/Moderate Income Housing Benefit: _____ Persons Assisted
3	Improving Public Facilities and Infrastructure	2020	2024	Non-Housing Community Development	City-Wide	Community Development Needs - Public Facilities	CDBG: \$375,817	Section 108 Loan Servicing  Homeless Navigation Center-possible capital funding
4	Increasing Economic Development Opportunities	2020	2024	Non-Housing Community Development	City-Wide	Community Development Needs - Economic Development		
5	Augmenting Homeless Assistance and Prevention Services	2020	2024	Homeless	City-Wide	Homeless Assistance and Prevention Services		Homeless Navigation Center-possible services funding

Table 6 – Goals Summary



## Goal Descriptions

1	<b>Goal Name</b>	Producing and Preserving Affordable Housing Opportunities
	<b>Goal Description</b>	CDBG and HOME funds will be used for owner-occupied, low-income single family rehabilitation program and, when available and if feasible, for affordable housing construction and/or acquisition and rehabilitation of existing affordable housing.
2	<b>Goal Name</b>	Providing Enhanced Public Services
	<b>Goal Description</b>	CDBG funds will be used, when available and if feasible, for the provision of public services to agencies serving residents of the City of San Leandro.
3	<b>Goal Name</b>	Increasing Economic Development Opportunities
	<b>Goal Description</b>	CDBG funds will be used, when available and if feasible, for the improvement of public facilities and public infrastructure serving the residents of the City of San Leandro.
4	<b>Goal Name</b>	Increasing Economic Development Opportunities
	<b>Goal Description</b>	A portion of CDBG and HOME funds, if feasible, will be used to provide economic development opportunities.
5	<b>Goal Name</b>	Augmenting Homeless Assistance and Prevention Services
	<b>Goal Description</b>	A portion of CDBG and HOME funds, if feasible, will be used to provide homeless assistance and prevention services.

## **AP-35 Projects - 91.420, 91.220(d)**

### **Introduction**

CDBG funds can be used for four (4) general types of projects: housing, capital improvement 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 2020-2024, and analyzing CDBG eligibility criteria, the City is proposing to allocate its available CDBG dollars in the following eligible funding categories: Program Administration, Public Services, Public Facilities, Housing Activities, and Economic Development.

<b>#</b>	<b>Project Name</b>
<b>1</b>	CDBG Program Administration 2023
<b>2</b>	CDBG Public Services 2023
<b>3</b>	CDBG Public Facilities Funding 2023
<b>4</b>	CDBG Affordable Housing Preservation 2023

**Table 7 – Project Information**

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

In accordance with HUD regulations, the City may not commit more than 15% of its annual CDBG allocation (including program income) toward Public Services. The City issued a Community Assistance Program Grant (CAP) & CDBG Request for Funding/Grant Application in December of 2022 to award two-year grants for FY 2023-2024 and FY 2024-2025. In Spring of 2023, the City's Human Services Commission (HSC) will review the applications for both the City's Community Assistance Program (CAP) and CDBG-funded Public Services for FY 2023-2025. For CDBG-funded Public Services, staff will recommend four agencies to the HSC. City Staff is currently reviewing RFP applications and final decisions will be included in the final document that goes before Council on May 1, 2023.

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. Staff is recommending an increase in FY 2023-2024 to ECHO Housing from \$10,000 to \$20,000 because of the increased fair housing activities in the City's recently State-certified Housing Element Update for 2023-

2031 and address inflationary costs because ECHO Housing has been funded at \$10,000 for over a decade.

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. In addition, staff proposes allocating \$207,682 for a proposed Homeless Navigation Center.

The City will continue 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

<b>1</b>	<b>Project Name</b>	CDBG Program Administration 2023
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Producing and Preserving Affordable Housing Opportunities Providing Enhanced Public Services Improving Public Facilities and Infrastructure Increasing Economic Development Opportunities Augmenting Homeless Assistance and Prevention Services
	<b>Needs Addressed</b>	Affordable Housing Needs Homeless Assistance and Prevention Services Community Development Needs – Public Services Community Development Needs – Public Facilities Community Development Needs –Economic Development
	<b>Funding</b>	CDBG \$161,790
	<b>Description</b>	General administration and oversight of the CDBG Program. ECHO Housing will provide fair housing services to San Leandro residents to reduce housing discrimination in the City.
	<b>Target Date</b>	6/30/2024

<b>Estimate the number and type of families that will benefit from the proposed activities</b>	For all programs supported by CDBG in FY 2023-2024 the following accomplishments are expected: 1,746 low-income clients will be assisted by public service agencies, 15 Fair Housing clients, and 30 low-income, owner-occupied single-family housing rehabilitation program clients.
<b>Location Description</b>	Various locations throughout the City and the County. ECHO Housing staff provides fair housing services over the phone.
<b>Planned Activities</b>	<p>The City will continue to allocate 20% of its annual CDBG entitlement funds to the administration of the City's CDBG program.</p> <p>ECHO Housing Fair Housing Coordinator will:</p> <ul style="list-style-type: none"> <li>• Process Inquiries and Complaints: Field inquiries about fair housing and related issues, and/or alleging housing discrimination; Evaluate and investigate complaints within 24 hours, when feasible; Trained investigators, following established fair housing investigative methods, will perform all investigations; Fair Housing complainants, who have been denied housing or are in danger of losing their housing because of illegal housing discrimination, will be afforded conciliation or referrals to attorneys or governmental agencies for enforcement to make the subject rentals accessible to protected classes.</li> <li>• Perform Audits: Perform housing audits to determine fair housing compliance; Analyze data; Provide training and follow-up to non-compliant property owners and/or managers.</li> <li>• Conduct Trainings: Hold one Fair Housing Month event; Conduct fair housing training sessions for tenants and/or potential homebuyers.</li> <li>• Conduct Educational and Marketing Presentations: Conduct presentations on fair housing issues; Distribute 500 flyers/brochures on fair housing issues, laws, and events at public locations such as libraries, churches, community groups, social service agencies, and stores.</li> </ul>

<b>2</b>	<b>Project Name</b>	CDBG Public Services 2023
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Providing Enhanced Public Services Augmenting Homeless Assistance and Prevention Services
	<b>Needs Addressed</b>	Homeless Assistance and Prevention Services Community Development Needs – Public Services
	<b>Funding</b>	CDBG \$121,342
	<b>Description</b>	
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Various locations throughout the City and the County.

<p><b>Planned Activities</b></p>	<p>Provide family support services for children who have suffered abuse.</p> <p>Provide food, clothing, childcare, job readiness training, medical clinic, and social services for low-income people.</p> <p>Provide support services programs for low-income seniors.</p> <p>Provide seniors with hot, nutritious meals in supportive settings.</p> <p>Provide domestic violence outreach and education program, and emergency food and housing to homeless women and children, and survivors of domestic violence. Will also provide supportive services designed to end homelessness and family violence.</p> <p>Provide residents fleeing family violence with free legal services including legal information and referral, advice and consultation, paperwork preparation, and legal representation in restraining order and related family law matters.</p> <p>Local operator of State of CA program for free telephone "warmline" services providing non-emergency mental health support and referrals. Will operate with the capacity to offer resources to English and Limited English Proficiency households in Spanish and in Asian languages (e.g., Cantonese, Mandarin, and Vietnamese).</p>
----------------------------------	--

<b>Planned Activities</b>	<p>Provide family support services for children who have suffered abuse.</p> <p>Provide food, clothing, childcare, job readiness training, medical clinic, and social services for low-income people.</p> <p>Provide support services programs for low-income seniors.</p> <p>Provide seniors with hot, nutritious meals in supportive settings.</p> <p>Provide domestic violence outreach and education program, and emergency food and housing to homeless women and children, and survivors of domestic violence. Will also provide supportive services designed to end homelessness and family violence.</p> <p>Provide residents fleeing family violence with free legal services including legal information and referral, advice and consultation, paperwork preparation, and legal representation in restraining order and related family law matters.</p> <p>Local operator of State of CA program for free telephone "warmline" services providing non-emergency mental health support and referrals. Will operate with the capacity to offer resources to English and Limited English Proficiency households in Spanish and in Asian languages (e.g., Cantonese, Mandarin, and Vietnamese).</p>
---------------------------	--



<b>3</b>	<b>Project Name</b>	CDBG Public Facilities 2023
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Providing Enhanced Public Services Augmenting Homeless Assistance and Prevention Services
	<b>Needs Addressed</b>	Homeless Assistance and Prevention Services Community Development Needs – Public Facilities
	<b>Funding</b>	CDBG: \$375,817
	<b>Description</b>	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. The City may opt to use \$207,682 in current and prior year unspent funds (if available) to support a homeless navigation center.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable.
	<b>Location Description</b>	San Leandro Senior Center, 13909 E 14th St, San Leandro, CA 94578

	<b>Planned Activities</b>	<p>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.</p> <p>The City may opt to use \$207,682 in current and prior year unspent funds (if available) to support a homeless navigation center.</p>
4	<b>Project Name</b>	CDBG Affordable Housing Preservation 2023
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Producing and Preserving Affordable Housing Opportunities
	<b>Needs Addressed</b>	Affordable Housing Needs
	<b>Funding</b>	CDBG: \$150,000
	<b>Description</b>	The City's Single-Family Housing Minor Home Repair Program will provide grants to very low- and low-income households for minor repairs to their homes.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Twenty (20) low-income, owner-occupied households will have minor repairs completed in their single-family or mobile homes.
	<b>Location Description</b>	The owner-occupied homes, located within the jurisdictional boundaries of San Leandro, will be identified once the applications are processed.

	<b>Planned Activities</b>	CDBG funds will be used to provide grants to 20 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**

<b>Target Area</b>	<b>Percentage of Funds</b>
City-Wide	100

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

#### **Discussion**



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

### **Introduction**

**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**

### **Discussion**

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

### **Introduction**

**Actions planned to address obstacles to meeting underserved needs**

**Actions planned to foster and maintain affordable housing**

**Actions planned to reduce lead-based paint hazards**

**Actions planned to reduce the number of poverty-level families**

**Actions planned to develop institutional structure**

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

### **Discussion**

## **Program Specific Requirements**

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

#### **Introduction**

#### **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

#### **Discussion**



