



*FINAL*

ANNUAL ACTION PLAN  
NON-HOME FUNDS  
FY 2023-2024

CITY OF SAN LEANDRO  
*ALAMEDA COUNTY  
HOME CONSORTIUM*

For Presentation to City Council May 1, 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 grant funding is \$808,949. The FY 23-24 HOME grant 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. Of the \$238,909, \$225,239 will be available for City use (including \$13,670 that covers the City's administrative staff costs).

Staff analysis of the City's HUD funding shows that there are no prior year CDBG funds available to be added to the recommended allocations in FY 23-24. Additionally, In FY 22-23 the City received no program income. The total available for CDBG allocation for FY 23-24 is \$808,949.

## **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 February 2022, the Point-in-Time (PIT) Count found that there were 9,747 people experiencing homelessness—this is nearly double what was found in the 2017 PIT Count. For the City, the count nearly quadrupled since 2017 from 109 to 409 persons experiencing homelessness. The PIT Count found that 74% of people homeless are aged 25 years or older, while 23% are under the age of 18; 55% are chronically homeless, while 36% have mental health issues and 26% have substance abuse issues. The top six responses to the primary causes of homelessness for those surveyed were: 1) dispute with family/friend/roommate= 27%, 2) eviction/foreclosure= 25%, 3) job loss= 22%, 4) other money issues= 13%, 5) substance abuse= 13%, 6) family domestic violence= 11%.

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 will use available HOME funds for the acquisition and rehabilitation of the Nimitz Motel for a shelter and drop-in social service and basic needs navigation center with the long-term plan to use the site for a permanent supportive housing development serving residents experiencing homelessness, as well as for relocation costs for eligible residents.

#### *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. 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 were 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**

To date, there have been no public comments.

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

To date, there have been no public comments.

**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.

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

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 Housing Division 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

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## **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)).**

The following is a summary of the City's activities to enhance housing and services coordination:

- Facilitates Bi-weekly Homeless Case Management Meetings with public and non-profit organizations to coordinate street outreach and individual case management services and identify/address service gaps.
- Participates in broader Initiatives, including the Alameda County's All-City Homeless and Housing Meetings and the Mayors Homeless Task Force.

**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.**

Stakeholders in Alameda County have been assessing the needs of persons experiencing homelessness and working to improve our response across the county since the founding of Alameda County-wide Homeless Continuum of Care Council in 1997. The collaboration includes cities and Alameda County government agencies representing multiple systems of care that share overlapping client populations, including but not limited to homelessness services, HIV/AIDS services, behavioral health services, foster care, veteran's services, health care services, and probation/parole. EveryOne Home, the community-based organization formed by Alameda County (and supported by Alameda County cities including San Leandro) has served as the County's Continuum of Care since 2007, is being replaced. In early 2023, Alameda County announced that the organization, Homebase, will replace EveryOne Home to assist Alameda County administer the County-wide Continuum of Care. Beginning in FY2023-2024, Homebase will begin working to find opportunities to align homeless services opportunities between Alameda County, local jurisdictions in Alameda County and the Continuum of Care system. Homebase will also continue county-wide community engagement efforts on implementation of the HOME Together 2026 5-Year plan to end homelessness.

The following activities pertain to specific coordination with Alameda County's Continuum of Care team:

- Plan, implement and evaluate efforts pertaining to cooling and warming centers.
- Identify training needs and promote available training opportunities and resources.

The following activities pertain to other City efforts beyond specific coordination with the County's Continuum of Care team:

1. A 24 hours/day, 365 days a year Domestic Violence Outreach and Mobile Unit. The nonprofit Family Violence Law Center in collaboration with the nonprofits Building Futures and SAVE provides intensive case management, including housing and shelter resources, to domestic violence survivors.
2. Homeless Mobile Outreach. Building Futures conducts outreach in encampments, parking lots, bridges underpasses, parks, sidewalks, and other locations in the community.
3. Capital and operation support to the San Leandro Shelter, a thirty-bed homeless shelter operated by Building Futures that serves women and children.
4. Downtown San Leandro Safety Ambassador Pilot Program is operated by the San Leandro Downtown Community Benefit District. Ambassadors conduct daily wellness checks with unsheltered people encountered during their patrols. Ambassadors triage transient's needs and, when appropriate, refer them to resources.
5. Training for staff, partners and community members in mental health awareness, safety, conflict de-escalation, local resources, gender-based violence, and trauma-informed care.
6. Warming Center Support at the Marina Inn from November 26<sup>th</sup> through end of March.
7. Storm Support Resource Center. In response to the recent storm and associated needs of our unhoused community, the City of San Leandro's Human Services Department partnered with community-based organizations to provide a Storm Support Resource Center. The Center was located at Halcyon Church in San Leandro and was opened from January 7<sup>th</sup> through January 13<sup>th</sup> (Except January 8<sup>th</sup>) from the hours of 12:00-4:00 p.m. Our guests were greeted and supported by staff from the City of San Leandro, Building Futures, Tiburcio Vasquez Health Center, Halcyon staff, Bay Area Legal Aid and volunteers from the April Showers, Rotary Club and East Bay Bridge Connect. Aside from being able to take a break from the rain and cold, unhoused guests received a daily hot meal, bag of groceries, winter-support kits (gloves, blankets, hand warmers, hygiene products, etc.), access and transportation to laundry services, support with SSA application process, assessments, and referral to other resources. Daily attendance ranged from 5 people to 20.
8. Provide emergency housing to some of the most vulnerable unhoused people.

**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**

The CoC Results Based Accountability (RBA) Committee developed system level and program level performance measures in 2017, and in 2018 the RBA Committee benchmarked those outcomes and set performance targets. These measures and targets appear in county and city contracts for homeless services. Alameda County Housing and Community Development Department supports CoC initiatives to measure and evaluate performance by administering the HMIS and as a founding member of the CoC Results Based Accountability Committee.

In 2022, to better center race equity, utilize additional data sources besides HMIS data, and cover indicators of most importance and interest the CoC Practitioner Scorecard was revised. The new scorecard has 13 indicators that will now be disaggregated by race/ethnicity (whereas in the past there were none), has added measures to monitor coordinated entry and includes additional data from 211 and census data.

The CoC utilizes the HUD system wide performance outcome measures for evaluating ESG funded projects. The Results Based Accountability committee developed system performance outcomes into measures for each component of the Housing Crisis Response System, including those funded by ESG such as outreach, shelter and RRH. The Committee also developed measures for data quality and service quality as well as outcomes. All jurisdictions within Alameda County administering local and federal funds including ESG incorporate these new measures into funding contracts. For more information see: <http://www.everyonehome.org/measuring-success.html>. All providers receiving ESG funds will be contractually expected to meet or exceed performance standards.

The CoC will seat a new committee this year, the System Impact Committee, that will take the place of the RBA Committee. The aim is to develop more in-depth and comprehensive system-wide data monitoring tools that track outcomes in the Home Together Plan and other new committees that will be seated soon including the Housing Capacity Committee and the Youth Committee.

CoC partners developed county-wide system standards to be implemented with related program funding including Emergency Solutions Grant funds. The standards for assistance have been updated to incorporate the use of the new assessment scoring tool and continuous prioritization. In addition, Alameda County adopted standards for the operation of emergency shelters and all shelters funded with County general funds and ESG funds are expected to comply with those standards. Those standards include accepting persons referred by coordinated entry with no sobriety or income requirements for receiving ESG assistance.

The CoC's HMIS Committee and Workgroup works closely with the Homeless Management Information System (HMIS) Lead. The committee collaborates with the HMIS Lead to update policies and procedures related to HMIS operations, including a Privacy Plan, Security Plan, and Data Quality Plan. On an annual basis, the HMIS Committee completes a monitoring process of the HMIS Lead to support ongoing quality improvements. The work of the committee includes developing recommendations for changes to the HMIS database, reviewing system-level data reports, and implementing the Data Quality Plan.

**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
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	In April 2023, the HSC made funding recommendations for agencies who applied to the CAP/CDBG FY 2022-2024 Request for Proposals. Staff will take these recommendations to Council on May 1, 2023.

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

The City made efforts to outreach to a broad group of community stakeholders. 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	Homebase	For FY 23-24 and beyond, Alameda County has chosen a new organization for CoC operations. Homebase with facilitate the CoC Leadership Board and committee work, they will support the CoC's planning activities such as Coordinated Entry, HMIS, the Point-in-Time Count and the annual Notice of Funding Opportunity application to CA HCD. Additionally, they will conduct monitoring of all contracted services and their deliverables. Finally, Homebase will continue Alameda County's community engagement efforts on implementation of the HOME Together 2026 5-Year plan to end homelessness.
Housing Element	City of San Leandro, Community Development Department, Housing Division	The City of San Leandro's Housing Element for 2023-2031, which was certified by the State in February 2023, 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.
2022 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 the public on the City's effort to incorporate climate hazards and adaptation strategies into its 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.
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**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 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 418 emails were sent the Notice of Public Hearing.			
	Email Outreach	Non-targeted/ broad community	The City 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 418 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 will receive \$808,949. The total HOME grant funds available for City use for FY 2023-2024 is \$225,239 (including \$13,670 that will cover City administrative staff costs). There will be no carry-over of prior year funding.

#### Anticipated Resources

As of the beginning date of this Annual Action Plan Program Year (July 1, 2023), the City of San Leandro

does not have uncommitted funds.

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	\$0	\$0		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 Ordinance 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 publicly 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: 3700 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-acquisition & 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		See Items 2 & 3 above. Homeless Navigation Center – relocation 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.

#	Project Name
1	CDBG Program Administration 2023
2	CDBG Public Services 2023
3	CDBG Public Facilities Funding 2023
4	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 Jan of 2023, the City's Human Services Commission (HSC) started reviewing the applications for both the City's Community Assistance Program (CAP) and CDBG-funded Public Services for FY 2023-2025. At the Human Services Commission (HSC) meeting on April 4, 2023, staff recommend four agencies to receive Public Service grants (along with recommended funding amounts) to the HSC. The HSC recommended slightly different funding amounts and their recommendations will be presented to Council, along with this final document 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 (\$168,135) 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 the acquisition and rehabilitation of the Nimitz Motel for use as a shelter and drop-in navigation center for San Leandro residents experiencing chronic homelessness, as well as for relocation costs for eligible residents.

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

1	<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.

	<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>
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<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>
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3	<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 (\$168,135 for FY 2023-2024). The City pledges future CDBG funds to repay the \$2.5 million loan over 20 years.  The City plans to use \$207,682 in funds to support a shelter and drop-in navigation center at the Nimitz Motel for San Leandro residents experiencing chronic homelessness, as well as relocation costs for eligible residents.
	<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.  Nimitz Motel, 555 Lewelling Blvd, San Leandro, CA 94579



	<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 (\$168,135 for FY 2023-2024). The repayment amounts are in accordance with HUD's 20-year repayment schedule.</p> <p>The City plans to use \$207,682 in funds to support a shelter and drop-in navigation center at the Nimitz Motel for San Leandro residents experiencing chronic homelessness, as well as relocation costs for eligible residents.</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.
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## **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
City-Wide	100

**Table 8 - Geographic Distribution**

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

Geography was not used to determine funding allocation priorities.

### **Discussion**

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

### **Introduction**

San Leandro is a California Charter City that is required to examine governmental and non-governmental barriers that unduly burden residential housing development. San Leandro just completed its sixth-cycle Housing Element that will cover the years 2023-2031. This analysis, the 2023-2031 Housing Element of San Leandro General Plan, can be found at the following website:

<https://slhousingelement.com/>

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 2023-2031 Housing Element of 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 San Leandro. The Housing Element's six 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 San Leandro will take after the Housing Element is adopted.

### **Discussion**

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

### **Introduction**

To carry out the strategies outlined in San Leandro's 2020-2024 Consolidated 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 affordable housing 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 (funded by the City's Inclusionary Zoning Ordinance).

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

Actions planned to reduce lead-based paint hazards are listed in Section SP-65. The 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**

Anti-Poverty Strategies and planned actions to reduce the number of poverty-level families are listed in Section SP-70. 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 General Fund and 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 Economic Development Division 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 Economic Development Division staff to develop eligible projects and programs and promote increased economic development and community job creation and retention.

### **Actions planned to develop institutional structure**

Planned actions to develop institutional structure were listed in Section SP-40 of the Five-year Consolidated Plan (starting on page 56). 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**

In early 2023, Alameda County announced that the organization, Homebase, will replace EveryOne Home to assist Alameda County administer the County-wide Continuum of Care. Beginning in FY2023-2024, Homebase will begin working to find opportunities to enhance coordination between public and private housing and social service agencies between Alameda County, local jurisdictions in Alameda County and the Continuum of Care system. The City plans to support and coordinate Homebase's operations and have City Housing staff assist (e.g. technical assistance) Homebases staff, Board, committees, and activities as needed.

## **Discussion**

## Program Specific Requirements

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

#### Introduction

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(l)(1)

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

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

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%

#### Discussion



### Application for Federal Assistance SF-424

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

4. Applicant Identifier:

MC-06-0017

5a. Federal Entity Identifier:

MC-06-0017

5b. Federal Award Identifier:

#### State Use Only:

6. Date Received by State:

7. State Application Identifier:

#### 8. APPLICANT INFORMATION:

\* a. Legal Name: City of San Leandro

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

94-6000421

\* c. UEI:

GG5LBA51RBD3

#### d. Address:

\* Street1: 835 East 14th Street

Street2:

\* City:

San Leandro

County/Parish:

\* State:

CA: California

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

94577-3767

#### e. Organizational Unit:

Department Name:

Community Development

Division Name:

Housing

#### f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms.

\* First Name:

Kimberly

Middle Name:

\* Last Name:

Anderson

Suffix:

Title: Housing Specialist II

Organizational Affiliation:

\* Telephone Number: 510-577-6004

Fax Number:

\* Email: kanderson@sanleandro.org

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

U.S. Department of Housing and Urban Development

### 11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grants/Entitlement Grant

### \* 12. Funding Opportunity Number:

B-22-MC-06-0017

\* Title:

Community Development Block Grants/Entitlement Grant

### 13. Competition Identification Number:

Title:

N/A

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

FY 2023-24 Annual Action Plan for the City of San Leandro

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments



**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant: C-013

\* b. Program/Project: CDBG

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date: 07/01/2023

\* b. End Date: 06/30/2024

**18. Estimated Funding (\$):**

* a. Federal	808,949.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	808,949.00

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix: Ms. \* First Name: Frances

Middle Name: M.

\* Last Name: Robustelli

Suffix:

\* Title: City Manager

\* Telephone Number: 510-577-3354 Fax Number: 510-577-3390

\* Email: fRobustelli@sanleandro.org

\* Signature of Authorized Representative:

\* Date Signed:

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.



9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL  Frances M. Robustelli	TITLE City Manager
APPLICANT ORGANIZATION City of San Leandro	DATE SUBMITTED 

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.



11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
<div data-bbox="115 1333 870 1396"></div> <div data-bbox="115 1396 870 1423">Frances M. Robustelli</div>	<div data-bbox="876 1333 1490 1375">City Manager</div> <div data-bbox="876 1375 1490 1423"></div>
APPLICANT ORGANIZATION	DATE SUBMITTED
<div data-bbox="115 1472 870 1503">City of San Leandro</div>	<div data-bbox="876 1472 1490 1503"></div>





# Non-State Grantee Certifications

- ☐ This certification does not apply.  
☒ This certification is applicable.

## NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are

consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date



Frances M. Robustelli

Name

City Manager

Title

835 East 14<sup>th</sup> Street

Address

San Leandro, CA 94577

City/State/Zip

510-577-3319

Telephone Number

- ☐ This certification does not apply.

☒ This certification is applicable.

### Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation --** It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan --** Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan --** It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds --** It has complied with the following criteria:

1. **Maximum Feasible Priority -** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. **Overall Benefit -** The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2023, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments -** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force --** It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

**Compliance With Anti-discrimination laws --** The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint --** Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24.

**Compliance with Laws --** It will comply with applicable laws.

---

Signature/Authorized Official

Date

Frances M. Robustelli

Name

City Manager

Title

835 East 14<sup>th</sup> Street

Address

San Leandro, CA 94577

City/State/Zip

510-577-3319

Telephone Number



- ☒ **This certification does not apply.**  
☐ **This certification is applicable.**

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

\*Not Applicable\*

\_\_\_\_\_  
Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- ☐ This certification does not apply.  
☒ This certification is applicable.

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

**Eligible Activities and Costs** -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

**Subsidy layering** -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

Frances M. Robustelli

Name

City Manager

Title

835 East 14<sup>th</sup> Street

Address

San Leandro, CA 94577

City/State/Zip

510-577-3319

Telephone Number



- ☒ **This certification does not apply.**  
☐ **This certification is applicable.**

### HOPWA Certifications

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility.
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

\*Not Applicable\*

---

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number



- |   |
|---|
| <input checked="checked" type="checkbox"/> <b>This certification does not apply.</b><br><input type="checkbox"/> <b>This certification is applicable.</b> |
|---|

### ESG Certifications

The Emergency Solutions Grants Program recipient certifies that:

**Major rehabilitation/conversion/renovation** – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for these individuals.

**Matching Funds** – The recipient will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

**Discharge Policy** – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

\*Not Applicable\*

\_\_\_\_\_  
Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number



- ☐ This certification does not apply.

☒ This certification is applicable.

## APPENDIX TO CERTIFICATIONS

### Instructions Concerning Lobbying and Drug-Free Workplace Requirements

#### Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code). Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
San Leandro City Hall	835 East 14 <sup>th</sup> Street	San Leandro	Alameda	CA	94577

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

  - a. all "direct charge" employees;
  - b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
  - c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

---

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number