



**FINAL**  
**ACTION PLAN**  
**NON-HOME FUNDS**  
**FY 2018-2019**

**CITY OF SAN LEANDRO**

***ALAMEDA COUNTY***  
***HOME CONSORTIUM***

**CITY COUNCIL ADOPTION: June 4, 2018**

# Executive Summary

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

### 1. Introduction

The FY 2015-2019 Five-Year Housing and Community Development Strategic Plan (Consolidated Plan) identifies the housing and community development needs in San Leandro and outlines the strategies for meeting those needs. The FY 2018-2017 Annual Action Plan (Action Plan) represents the fourth year of the FY 2015-2019 Consolidated Plan and implements the strategies through the use of Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funds from the U.S. Department of Housing and Urban Development (HUD).

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

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

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

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

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

HUD's CDBG allocation to the City was announced on May 1, 2018. The FY 2018-2019 for CDBG funding amount increased over 8% from last year's amount (from \$659,582 to \$714,909). The FY 2018-2019 HOME funding amount increased over 50% from last year's pro-rate share from Alameda County HOME consortium of \$162,675 to a total allocation of \$244,691. HOME funds are available for general administration and affordable housing projects as part of the Alameda County HOME Consortium.

In addition to the increased allocation by HUD, staff analysis of the City's HUD funding database account found that there is administrative overhead carry forward from FY 2017-2018 that was unused due to staff turnover in the fiscal year. Those funds in the amount of \$29,918 will be carried forward into FY 2018-2019. Both the added HUD entitlement grant and the FY 2017-2018 carryforward will be allocated to increased funding for public services and ADA upgrades to the City public buildings. For the added public services funding, staff made increases in funding allocations proportionate to the overall amount of funding that they were committed in FY 2017-2018 for the second of a two year funding cycle. There was no increase to the Section 108 loan repayment which is a set amount. Additionally there was not an increase to the Single Family Rehabilitation Program that already has significant committed and unspent funds. The remainder of added funding will go into the City's ADA upgrades.

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

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

For Public Services the City proposes to fund homeless services and a shelter, family support services for abused children and their families, and services for special needs population (i.e. meal delivery service for homebound seniors and meals in supportive settings for seniors). The funding allocated to public services for FY 2018-2019 is \$107,236 and does not exceed the 15% spending cap to adhere to HUD expenditure regulations. The following public service agencies will receive CDBG funds in FY 2018-2019: CALICO, Davis Street Family Resource Center, and SOS/Meals on Wheels.

For Public Facilities, the City must allocate \$190,635 to HUD for principal and interest payments for the City's outstanding \$2.5 million HUD Section 108 loan which was used to construct the City's senior center. In addition, the City will allocate \$203,974 to contribute to the implementation of the City's 2010 ADA Transition Plan. This plan will design and install architectural modifications to make City facilities more accessible to persons with disabilities. The locations of those upgrades include the Main Library, Marina Community Center, City Hall, South Offices, Police Department, Washington Manor Library, and Marina Park.

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

The City's administration funding for FY 2018-2019 of \$142,982 adheres to the HUD-regulated 20% spending cap on general administration. The City will allocate approximately \$132,982 to City staffing for program administration. As a CDBG entitlement recipient, the City is required by HUD to affirmatively further fair housing. Staff proposes to allocate \$10,000 to support Eden Council for Hope and Opportunity (ECHO Housing) to provide fair housing services to San Leandro residents.

Additionally, the City will have an allocation of approximately \$244,691 in HOME funds from the Alameda County HOME Consortium. In order to comply with encumbrance and expenditure rules of the HOME program, these funds are combined with all the HOME Consortium member cities into an expenditure pool on an annual basis for the use of any HOME Consortium City who has an opportunity site ready for purchase or a shovel ready affordable housing development with a funding gap. HOME funds can be used for acquisition, rehabilitation, and/or new construction of affordable rental housing as well as tenant-based rental assistance to serve lower income households. In FY 2015-2016 the City used \$256,761 of this HOME Consortium pool of funds to loan to BRIDGE Housing for its 85-unit La Vereda (formerly San Leandro Senior Housing) development. The City's HOME allocation for FY 2018-2019, as well as for FY 2019-2020, will be used to repay an allocation made by the HOME consortium with a remaining balance of ~\$500,000 that was provided to BRIDGE Housing in addition to other HOME loans made prior to 2015.

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

The City of San Leandro's FY 2018-2019 Action Plan is the fourth year of a five-year planning cycle. The most recent required Consolidated Annual Performance and Evaluation Report (CAPER) was completed for the FY 2016-2017 Action Plan and was approved by HUD in early 2018. The FY 2016-2017 Action Plan recommended substantially similar programs as those recommended in the FY 2018-2019 Action Plan. The CAPER for FY 2016-2017 found that all of the program activities were successful to the extent that those organizations should continue to receive a portion of the City's CDBG funding allocation. Additionally, staff receive quarterly reports from the City's CDBG funded organizations that provide a narrative of accomplishments and demographic and economic data.

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

HUD Consolidated Plan regulations require and provide guidelines for the City to develop a citizen participation plan that governs the public input and noticing process for creating the Consolidated Plan and subsequent annual action plans. The goal of the citizen participation plan is to encourage broader public involvement in the planning and allocation of CDBG and HOME funds and implementation of related programs. A minimum of two (2) public hearings are required with at least one (1) hearing to be held before the Draft FY 2018-2019 Annual Action Plan is published for public comment.

Notice of a summary and the availability of the Draft FY 2018-2019 Annual Action Plan for 30-day public comment was published in a locally circulated newspaper, *Daily Review*, on March 16, 2018. The City Council held a public hearing on April 2, 2018 to receive initial public input on the Draft Annual Action Plan and to begin the 30-day comment from April 6 through May 7, 2018. The Draft Action Plan was available for public review and comment during the 30-day period at City Hall (City Clerk's office and Community Development Department), the San Leandro Main Library, and the City's website ([www.sanleandro.org/depts/cd/housing/plans.asp](http://www.sanleandro.org/depts/cd/housing/plans.asp)). There were no public comments received during the 30-day public comment period.

Notice of a summary and the availability of the Draft FY 2018-2019 Annual Action Plan was published in a locally circulated newspaper, *Daily Review*, on May 18, 2018 for the June 4, 2018 final public hearing. The Draft of the FINAL Action Plan is available for public review at City Hall (City Clerk's office and Community Development Department), the San Leandro Main Library, and the City's website ([www.sanleandro.org/depts/cd/housing/plans.asp](http://www.sanleandro.org/depts/cd/housing/plans.asp)).

## **5. Summary of public comments**

No public comments were received during the 30-day public comment period from April 6 through May 7, 2018. No public comments were received at the April 2, 2018 City Council public hearing. As of the publishing of this draft document, there were no public comments were received prior to the June 4 final public hearing. After the June 4, 2018 City Council meeting, any public comments submitted at that meeting or delivered to staff will be noted here for the final Annual Action Plan document that will be submitted to HUD.

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

This section will be updated in the final adopted version of the FY 2018-2019 Action Plan.

## **7. Summary**

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

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

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

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

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

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

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

**Table 1 – Responsible Agencies**

**Consolidated Plan Public Contact Information**

Maryann Sargent, Senior Housing Specialist  
 City of San Leandro  
 Community Development Department  
 Housing Services Division  
 835 East 14th Street  
 San Leandro, CA 94577  
 Office: 510.577.6005  
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 msargent@sanleandro.org

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

### **1. Introduction**

The Action Plan is an important document for the HOME Consortium. Built on interagency coordination, consultation, and public participation, the Action Plan focuses attention on housing and community development needs and resources available to meet these needs. The FY 2017-2018 Action Plan is prepared through consultation with other public and private entities. The HOME Consortium Technical Advisory Committee, composed of staff from all jurisdictions in the HOME Consortium, meets bi-monthly to provide policy input into the Action Plan planning process.

The City of San Leandro will continue to coordinate available CDBG, HOME, and local funds to provide housing programs, public service assistance, capital improvements, and economic development activities for eligible residents and neighborhoods in FY 2018-2019. Housing-related activities will be coordinated between various City divisions, including Planning and Housing Services. The City will also coordinate with Alameda County, County HOME Consortium member cities, and non-profit agencies to address housing needs. The City will work with Alameda County to administer HOME funds for acquisition, rehabilitation, and/or new construction of affordable rental housing as well as tenant-based rental assistance. The City will continue to contract for housing services such as fair housing and tenant/landlord counseling. The City staff will continue to work closely with local non-profit agencies, the County, and other HOME Consortium members to identify permanent affordable, emergency and transitional housing needs (along with necessary supportive services) for the homeless and/or persons with special needs. HOME Consortium members have agreed to continue funding the regional Tenant-Based Rental Assistance (TBRA) for Homeless Families Program, a transitional housing program that provides short-term rental subsidies and support services to assist homeless families attain permanent housing. In addition, the Housing Authority of Alameda County (HACA) administers the HUD Section 8 Housing Voucher Program for San Leandro, and the City will continue support for the Housing Authority in its efforts to maintain the current level of vouchers for eligible San Leandrans.

The City will continue to provide CDBG funds to the City's Community Assistance Grant Program (CAP). Efforts will continue to include the Human Services Commission (HSC) and non-profit agency directors/members to improve and evaluate the needs assessment and funding process. HSC identifies social service needs in the community, reviews requests for funds, and makes recommendations for City financial support to social service agencies.

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

Commercial revitalization efforts, will continue through the City's Economic Development (ED) staff. ED staff work closely with CDBG staff, local business organizations (such as the Chamber of Commerce and Downtown Business Association), surrounding communities, and various other economic development organizations to better address and determine the City's future economic and job needs.

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

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

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

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

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

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

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

Alameda County Housing and Community Development Department through HMIS and leadership of the EveryOne Home Performance Management Committee is supportive of the EveryOne Home initiative to establish system wide outcomes and to evaluate effectiveness of programs against those outcomes. These outcomes include shortening the period of time being homeless and reducing the recidivism rates for homeless people.



EveryOne Home is the Alameda Countywide Continuum of Care implementing agency that manages the use of Emergency Solutions Grant (ESG) funds since early in 2012. Representatives from the Cities of Berkeley and Oakland, Alameda County Housing and Community Development Department (Urban County grantee), and the Executive Director of EveryOne Home worked together to implement the new ESG requirements. The collaboration began in 2009 with the American Recovery and Reinvestment Act (ARRA) Homelessness Prevention and Rapid Re-housing (HPRP) funds and works to ensure consistency in implementing homeless programs county-wide. This collaboration resulted in the creation of the Priority Home Partnership (PHP), which was a county-wide program to implement HPRP. In order to learn from the best practices established by PHP, the group agreed to meet regularly to prepare the Substantial Amendment that details how the entities will coordinate the use of future ESG funding via regular meetings and discussions with EveryOne Home. Subsequent to those calls, on March 1, 2012, EveryOne Home held a community-wide meeting at which additional consultation and public input into the use of ESG funds was solicited. A series of meetings with EveryOne Home and the ESG grantees continued through the year and a coordinated ESG program was established and began implementation in early 2013. This coordinated program will use this same structure for FY 2018-2019 ESG funding.

**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>	Building Futures for Women with Children
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff held a Request for Proposal review meeting with applicants for the City's FY 2017-2018 Community Assistance Program (CAP). FY 2018-2019 is the second year of that two-year funding cycle.
2	<b>Agency/Group/Organization</b>	Davis Street Family Resource Center
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff held a Request for Proposal review meeting with applicants for the City's FY 2017-2018 Community Assistance Program (CAP). FY 2018-2019 is the second year of that two-year funding cycle.
3	<b>Agency/Group/Organization</b>	ECHO Housing
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff held a Request for Proposal review meeting with applicants for the City's FY 2017-2018 Community Assistance Program (CAP). FY 2018-2019 is the second year of that two-year funding cycle.
4	<b>Agency/Group/Organization</b>	CALICO Center
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff held a Request for Proposal review meeting with applicants for the City's FY 2017-2018 Community Assistance Program (CAP). FY 2018-2019 is the second year of that two-year funding cycle.
5	<b>Agency/Group/Organization</b>	Family Emergency Shelter Coalition (FESCO)
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff held a Request for Proposal review meeting with applicants for the City's FY 2017-2018 Community Assistance Program (CAP). FY 2018-2019 is the second year of that two-year funding cycle.
6	<b>Agency/Group/Organization</b>	SOS / Meals on Wheels
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff held a Request for Proposal review meeting with applicants for the City's FY 2017-2018 Community Assistance Program (CAP). FY 2018-2019 is the second year of that two-year funding cycle.
7	<b>Agency/Group/Organization</b>	Rebuilding Together
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff discussed program administration with Rebuilding Together (RT). RT replaced Neighborhood Solutions in late FY 16-17 as the City's Housing Rehabilitation Program administrator.
8	<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>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff presented the CDBG Program to the City of SL Human Services Commission prior to issuance of Community Assistance Program (CAP) RFP and during CAP application review period.
9	<b>Agency/Group/Organization</b>	ALAMEDA COUNTY HOUSING & COMMUNITY DEVELOPMENT
	<b>Agency/Group/Organization Type</b>	Other government - County

<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Market Analysis Anti-poverty Strategy Lead-based Paint Strategy
<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Alameda County Housing and Community Development Department and the County’s HOME Consortium jurisdictions collaborate annually on the development of Consolidated Plan priorities.

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

Not applicable.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	EveryOne Home	Everyone Home and the CDBG and City-funded homeless support programs noted in the City of San Leandro’s FY 2018-2019 Action Plan address the region's homelessness needs.

**Table 3 - Other local / regional / federal planning efforts**

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

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

Notice of a summary and the availability of the Draft FY 2018-2019 Annual Action Plan for 30-day public comment was published in a locally circulated newspaper, *Daily Review*, on March 16, 2018. The City Council held a public hearing on April 2, 2018 to receive initial public input on the Draft Annual Action Plan and to begin the 30-day comment from April 6 through May 7, 2018. The Draft Action Plan was available for public review and comment at City Hall (City Clerk's office and Community Development Department), the Main Library, and the City website ([www.sanleandro.org/depts/cd/housing/plans.asp](http://www.sanleandro.org/depts/cd/housing/plans.asp)) during the 30-day period. There were no public comments received during the 30-day public comment period. No public comments were received at the April 2, 2018 City Council public hearing.

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As of the publishing of this draft document, there were no public comments were received prior to the June 4 final public hearing. After the June 4, 2018 City Council meeting, any public comments submitted at that meeting or delivered to staff will be noted here for the final Annual Action Plan document that will be submitted to HUD.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing (April 2, 2018)	Minorities  Non-English Speaking - Specify other language: Spanish and Chinese  Persons with disabilities  Non-targeted/broad community  Homeowners' Associations		None		<a href="#">Click for link to San Leandro City Council 4/2/18 Meeting Details</a>
2	Newspaper Ad (for April 2, 2018 public hearing and 30 day public comment period)	Minorities  Non-English Speaking - Specify other language: Spanish and Chinese  Persons with disabilities  Non-targeted/broad community  Homeowners' Associations		None		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Newspaper Ad (for June 4, 2018 public hearing)	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish and Chinese</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Homeowners' Associations</p>		None		
4	Public Hearing (June 4, 2018)	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish and Chinese</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Homeowners' Associations</p>		None		

Table 4 – Citizen Participation Outreach



## **Expected Resources**

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

#### **Introduction**

The amount of federal CDBG entitlement funding significantly decreased during the 2010-2015 Consolidated Plan 5-Year planning period. In the 2015-2019 Consolidated 5-Year planning period, as of the 2017 program year, there had been a 5% increase since the 2015 program year. When this analysis is done over a 10-year period from the 2007 program year to the 2017 program year CDBG funds have decreased overall by 12% (note that these amounts have not been adjusted for the current year dollar value). For the HUD program years of 2017-2018 to 2018-2019 there was an increase year-over-year of 8.4%. This changes the 10-year analysis to an overall decrease of CDBG fund to 5%.

## Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$714,909	\$29,918	\$300,000	\$1,044,827		As a CDBG entitlement locality, the City of San Leandro directly receives CDBG funds annually from the U.S. Department of Housing and Urban Development (HUD). CDBG funds can be used for a variety of housing and community development activities that benefit lower income individuals and families.

HOME	public - federal	Acquisition Admin and Planning Housing	\$244,691			\$244,691		The City of San Leandro receives HOME funds via a formula allocation through the Alameda County HOME Consortium. The HOME Program provides flexible funding to states and local governments for affordable housing programs and activities for low-income households. HOME funds can be used to acquire, rehabilitate, and construct affordable housing, as well as to provide tenant-based rental assistance or homebuyer assistance or homeowner rehabilitation for income-eligible individuals and families.
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**Table 5 - Expected Resources – Priority Table**

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

Non-Entitlement Resources include the City of San Leandro's Affordable Housing Trust Fund. The City of San Leandro has in its municipal code inclusionary zoning that requires new residential development to provide a percentage of its residential units affordable to lower income households. Additionally, the City is exploring the implementation of a housing impact fee that, as the economy continues to prosper, is collecting revenue to be used toward supporting affordable housing development activities.

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

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

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

There are no identified publicly owned land located within the jurisdiction for uses to address the needs identified in the FY 2018-2019 Action Plan.

## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing Needs Goals	2015	2019	Affordable Housing	City-Wide	Affordable Housing Needs	CDBG: \$100,000	Public service activities for Low/Moderate Income Housing Benefit: 15 Households Assisted Homeowner Housing Rehabilitated: 15 Household Housing Unit
2	Homelessness Needs Goals	2015	2019	Homeless	City-Wide	Homeless Needs	CDBG: \$0	Homeless Person Overnight Shelter: 200 Persons Assisted Homelessness Prevention: 215 Persons Assisted
3	Supportive Housing Needs Goals	2015	2019	Non-Homeless Special Needs	City-Wide	Supportive Housing Needs	CDBG: \$0	Other: 0 Other
4	Community Development Needs Goals	2015	2019	Non-Housing Community Development	City-Wide	Community Development Needs - Public Services Community Development Needs - Public Facilities Administration	CDBG: \$501,845	Public service activities other than Low/Moderate Income Housing Benefit: 10,000 Persons Assisted

**Table 6 – Goals Summary**

**Goal Descriptions (See attached AP-23 Annual Goals Summary Table below-to-be-updated in the final version of the AAP)**

**Annual Action Plan**

AP-23 Annual Goals Summary

Goal	Category	Geographic Area	Needs Addressed	Funding
Affordable Housing Needs Goals	Affordable Housing	City-Wide	Affordable Housing Needs	CDBG : \$100,000
	Start Year: 2015	End Year: 2019	Outcome: Affordability	Objective: Provide decent affordable housing
	Narrative:			
	Goal Outcome Indicator		Quantity	UoM
	Public service activities for Low/Moderate Income Housing Benefit	15	Households Assisted	
	Homeowner Housing Rehabilitated	15	Household Housing Unit	
Homelessness Needs Goals	Homeless	City-Wide	Homeless Needs	CDBG : \$0
	Start Year: 2015	End Year: 2019	Outcome: Availability/accessibility	Objective: Create suitable living environments
	Narrative:			
	Goal Outcome Indicator		Quantity	UoM
	Homeless Person Overnight Shelter	200	Persons Assisted	
	Homelessness Prevention	215	Persons Assisted	
Supportive Housing Needs Goals	Non-Homeless Special Needs	City-Wide	Supportive Housing Needs	CDBG : \$0
	Start Year: 2015	End Year: 2019	Outcome: Availability/accessibility	Objective: Create suitable living environments
	Narrative:			
	Goal Outcome Indicator		Quantity	UoM
	Other	0	Other	
Community Development Needs Goals	Non-Housing Community Development	City-Wide	Community Development Needs - Public Services Community Development Needs - Public Facilities Administration	CDBG : \$559,582
	Start Year: 2015	End Year: 2019	Outcome: Availability/accessibility	Objective: Create suitable living environments
	Narrative:			
	Goal Outcome Indicator		Quantity	UoM
	Public service activities other than Low/Moderate Income Housing Benefit	10,000	Persons Assisted	

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

### Introduction

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

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

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

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

#	Project Name
1	Davis Street Family Resource Center's Family Support Services - Basic Needs Program
2	CALICO - San Leandro Child Abuse Intervention Project
3	SOS/Meals on Wheels - Meal Delivery Service to Homebound Seniors
4	CDBG Program Administration
5	ECHO Housing - Fair Housing Program
6	Section 108 Loan Repayment
7	City of San Leandro ADA Transition Plan for City Facilities
8	Single-Family Housing Rehabilitation Program

**Table 7 – Project Information**

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

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



with CDBG funds.

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

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

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

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

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

## AP-38 Project Summary

### Project Summary Information

<b>1</b>	<b>Project Name</b>	Davis Street Family Resource Center's Family Support Services - Basic Needs Program
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Services
	<b>Funding</b>	CDBG: \$39,233
	<b>Description</b>	Comprehensive Family Resource Center provides emergency services to low-income people in San Leandro enabling them to move out of poverty and into self-sufficiency. Family Support Services program includes basic needs services, food, clothing, housing assistance, employment support, counseling case management and information and referral, free medical and dental care, and childcare.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	8,412 low-income individuals and families will receive Basic Needs Services, including the provision of emergency food supplies includes food bags sufficient for an entire family for 7 days. 150 Clients will receive crisis intervention and/or short-term community counseling and/or substance abuse prevention services.
	<b>Location Description</b>	Davis Street Family Resource Center, 3081 Telegraph Street, San Leandro, CA 94577
	<b>Planned Activities</b>	Basic Needs Program will provide 8,412 San Leandro clients with emergency food. Basic Needs Program clients will be screened for eligibility for other social service needs and will be referred to other social service community providers. Counseling services, including weekly individual, family and crisis intervention, and substance abuse prevention and short-term counseling will be provided to 150 clients at both family resource centers and 10 San Leandro schools.

<b>2</b>	<b>Project Name</b>	CALICO - San Leandro Child Abuse Intervention Project
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Services
	<b>Funding</b>	CDBG: \$22,260
	<b>Description</b>	CALICO, the Child Abuse Listening, Interviewing, and Coordination Center, provides family support services to improve mental health outcomes for San Leandro children and their families who have suffered from abuse.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Fifty (50) abused children and thirty-six (36) caregivers will receive critical family support services, which includes forensic interviews.
	<b>Location Description</b>	CALICO Interview Center, 524 Estudillo Avenue, San Leandro, CA 94577
	<b>Planned Activities</b>	CALICO's Family Resource Specialist (FRS), a skilled mental health clinician, will provide critical therapeutic interventions that can place 50 abused children on the path of healthy adulthoods. FRS will also provide caregivers with ongoing support that prevents that recurrence of violence and begins to foster healing for the children.
<b>3</b>	<b>Project Name</b>	SOS/Meals on Wheels - Meal Delivery Service to Homebound Seniors
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Services
	<b>Funding</b>	CDBG: \$45,743
	<b>Description</b>	SOS/Meals on Wheels program delivers warm, nutritious meals to homebound seniors who are 60 years of age or older and unable to buy or prepare food for themselves.

	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	160 homebound seniors will be provided with warm, nutritious meals.
	<b>Location Description</b>	The meals will be delivered to senior citizen's homes throughout the City.
	<b>Planned Activities</b>	SOS/Meals on Wheels will deliver warm, nutritious meals to 160 homebound seniors in San Leandro. Drivers will also provide health check-in visits and assist seniors with small tasks.
<b>4</b>	<b>Project Name</b>	CDBG Program Administration
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Affordable Housing Needs Goals Homelessness Needs Goals Community Development Needs Goals
	<b>Needs Addressed</b>	Affordable Housing Needs Homeless Needs Community Development Needs - Public Services Community Development Needs - Public Facilities Community Development Needs - Economic Development Administration
	<b>Funding</b>	CDBG: \$132,982
	<b>Description</b>	General administration and oversight of the CDBG Program.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10,000 low-income clients will be assisted with CDBG-funded services. This includes 9,850 public services clients; 10 Fair Housing services clients, and 15 housing rehabilitation program clients.
	<b>Location Description</b>	Various locations throughout the City and the County.

	<b>Planned Activities</b>	The City will continue to allocate 20% of its annual CDBG entitlement funds to the administration of the City's CDBG program.
<b>5</b>	<b>Project Name</b>	ECHO Housing - Fair Housing Program
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Affordable Housing Needs Goals
	<b>Needs Addressed</b>	Administration
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	ECHO Housing provides fair housing services to San Leandro residents to reduce housing discrimination in the City.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Ten (10) low-income households will be assisted with fair housing services.
	<b>Location Description</b>	ECHO Housing staff provides fair housing services over the phone.

	<b>Planned Activities</b>	<p>ECHO Housing Fair Housing Coordinator will:</p> <ul style="list-style-type: none"> <li>• provide services to San Leandro households inquiring about fair housing and related issues, and/or alleging housing discrimination by evaluating and investigating complaints within 24 hours, when feasible, using trained investigators. If discrimination is suspected, mediation will be offered or referrals will be made to private attorneys or government agencies if the complainant so desires.</li> <li>• conduct a systematic fair housing audit to determine fair housing compliance, analyze data, and provide follow-up and training for non-compliant property owners and/or managers.</li> <li>• conduct an annual April Fair Housing Month event and a fair housing training session for tenant and/or potential homebuyers.</li> <li>• conduct presentations on fair housing issues; distribute fliers/brochures at public locations such as libraries, churches, community groups, social service agencies, and stores; and disseminate quarterly public service announcements.</li> </ul>
6	<b>Project Name</b>	Section 108 Loan Repayment
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Facilities
	<b>Funding</b>	CDBG: \$190,635
	<b>Description</b>	<p>The City received \$2.5 million HUD Section 108 Loan to complete the construction of the senior center. With the completion of the facility, the City will now make repayments based on the repayment schedule provided by HUD. The City pledges future CDBG funds to repay the \$2.5 million loan over 20 years.</p>
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable.
	<b>Location Description</b>	Not applicable.

	<b>Planned Activities</b>	The City will use CDBG funds to repay its \$2.5 million HUD Section 108 Loan used to complete the construction of the City's senior center. The repayment amounts are in accordance with HUD's 20-year repayment schedule.
<b>7</b>	<b>Project Name</b>	City of San Leandro ADA Transition Plan for City Facilities
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Facilities
	<b>Funding</b>	CDBG: \$203,974
	<b>Description</b>	The Departments of Engineering & Transportation and Public Works will complete architectural modifications to City facilities (Main Library, Marina Community Center, City Hall, South Offices, Police Department, Washington Manor Library, and Marina Park) to make them more ADA accessible.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Several City facilities (Main Library, Marina Community Center, City Hall, City Hall - South Offices, Police Department building, Washington Manor Library, and Marina Park).
	<b>Planned Activities</b>	CDBG funds will be used to make several City facilities (Main Library, Marina Community Center, City Hall, City Hall - South Offices, Police Department building, Washington Manor Library, and Marina Park) more accessible for seniors and disabled persons.
<b>8</b>	<b>Project Name</b>	Single-Family Housing Rehabilitation Program
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Affordable Housing Needs Goals
	<b>Needs Addressed</b>	Affordable Housing Needs

<b>Funding</b>	CDBG: \$100,000
<b>Description</b>	The City's Single-Family Housing Rehabilitation Program will provide grants to very low- and low-income households for minor repairs to their homes.
<b>Target Date</b>	6/30/2019
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Fifteen (15) low-income 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 the City of San Leandro, will be identified once the applications are processed.
<b>Planned Activities</b>	CDBG funds will be used to provide grants to 15 income-eligible (extremely low- and very low-income) households to complete repairs to their owner-occupied single-family or mobile homes. Grants may be used for minor repairs that improve health and safety, home accessibility, exterior clean up, exterior paint, and seismic strengthening.



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

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

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

### **Geographic Distribution**

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

**Table 8 - Geographic Distribution**

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

*Not applicable.* **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

**Introduction**

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

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

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

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

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

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

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

### **Introduction**

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

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

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

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

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

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

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

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

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

The new Environmental Protection Agency (EPA) rule effective April 22, 2010 requires that contractors be EPA-lead certified prior to beginning work on structures built before 1978. The City, specifically its

Building & Safety Services Division, requires contractors, who are working on homes built prior to 1978, to demonstrate that they have satisfied the EPA law prior to providing them the City building permits needed.

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

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

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

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

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

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

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

The City plans to continue funding EveryOne Home's operations, and having City Housing staff assist (e.g., technical assistance) EveryOne Home's staff, Board, committees and activities as needed. As

already described, the City is committed to implementing the strategies of the EveryOne Home Plan and its objectives of ending homelessness in Alameda County by 2020.

## Program Specific Requirements

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

#### Introduction

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

#### **Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)**

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

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

#### **Other CDBG Requirements**

1. The amount of urgent need activities 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%

## **Attachments**

### **Grantee SF-424, SF 424D, and Certifications**

**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. Organizational DUNS:

8301274160000

**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:

Maryann

Middle Name:

\* Last Name:

Sargent

Suffix:

Title:

Senior Housing Specialist

Organizational Affiliation:

\* Telephone Number:

510-577-6005

Fax Number:

510-577-6007

\* Email:

msargent@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:**

Housing and Urban Development

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

14.218

CFDA Title:

Community Development Block Grants/Entitlement Grants

**\* 12. Funding Opportunity Number:**

\* Title:

**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 2018-2019 Consolidated 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

\* b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

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

* a. Federal	<input type="text" value="714,909.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value=""/>
* f. Program Income	<input type="text" value=""/>
* g. TOTAL	<input type="text" value="714,909.00"/>

**\* 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 218, 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:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:

\* Date Signed:

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 01/31/2019

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 
APPLICANT ORGANIZATION 	DATE SUBMITTED 

## 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 135.

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## Specific Community Development Block Grant 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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan 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 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 CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) \_\_\_\_\_ [a period specified by the grantee 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 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

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

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

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

**OPTIONAL Community Development Block Grant Certification**

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 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 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.

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title



**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.

**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 of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## **Emergency Solutions Grants 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.

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Signature of Authorized Official

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Date

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Title

## Housing Opportunities for Persons With AIDS 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 consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

#### **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.