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**COUNTY OF SAN MATEO DEPARTMENT OF HOUSING
HOUSING & COMMUNITY DEVELOPMENT COMMITTEE (HCDC)**

**FY 25/26 Winter NOFA
Public Hearing**

Thursday, MARCH 6, 2025
1:00 PM – 3:00 PM

Location: Monterra Credit Union 350 Convention Way, Redwood City, CA 94063

Please find referenced materials on San Mateo County's Department of Housing, Housing and Community Development Committee webpage: <https://www.smcgov.org/housing/hcdc>

1. CALL TO ORDER, ROLL CALL AND INTRODUCTIONS

At 1:05pm the meeting was called to order by Housing and Community Development (HCDC) Chair Donna Colson. Roll call conducted and quorum established by Karen Coppock, San Mateo County's Department of Housing's Housing and Community Development (HCD) Supervisor.

HCDC Members Present

- Donna Colson (Chair), Nell Selander (Vice Chair), Laura Escobar, Richard Hedges, Monika Lee, Juslyn Manalo, Elizabeth Moreno, Nicole Moutoux, Jenny Skoble, and Annie Tsai

HCDC Members Excused

- George Saman

San Mateo County Department of Housing, Housing and Community Development (HCD) Staff Present in-person

- Stephen Bajza, Jessica Chambers, Karen Coppock, Douglas Frederick, Rozeena Jhinu, Christina Kim, Timothy Ponti, Danita Robertson, Gina Russell, Marissa Santander

Public Attendance - In-person

- Melissa Lukin (Rebuilding Together Peninsula), Ashley Spooner-Choi (Habitat for Humanity), Elaine Palacios (Mercy Housing), Teresa Perez (Renaissance Entrepreneurship Center), Cecilia Chu and Monica Mejia (Friends for Youth), Stephanie Figeira (Peninsula Volunteers Inc.), Nora Razón (Renaissance Entrepreneurship Center), LaTrice Taylor (Samaritan House), Monica Mejia (Friends for Youth)

Public Attendance - Virtual

- Allison Levy (Alliant Communities), Terri Boesch (CALL Primrose), Maya Paulo (Climate Resilient Communities), Bella Bono (Coastside Adult Day Health Center), Lynn Schuette (CORA), David Carducci (Legal Aid Society of San Mateo County), Rosa Cervantes (LifeMoves), Jacob Stone (LifeMoves), Aditi Mahmud (MidPen Housing), Mark Wallace (Puente de la Costa Sur), Alejandra Ortega (Puente de la Costa Sur), Sandra Winter and Mary Jane Hamilton (Senior Coastsiders), Adrian Esqueda (StarVista),

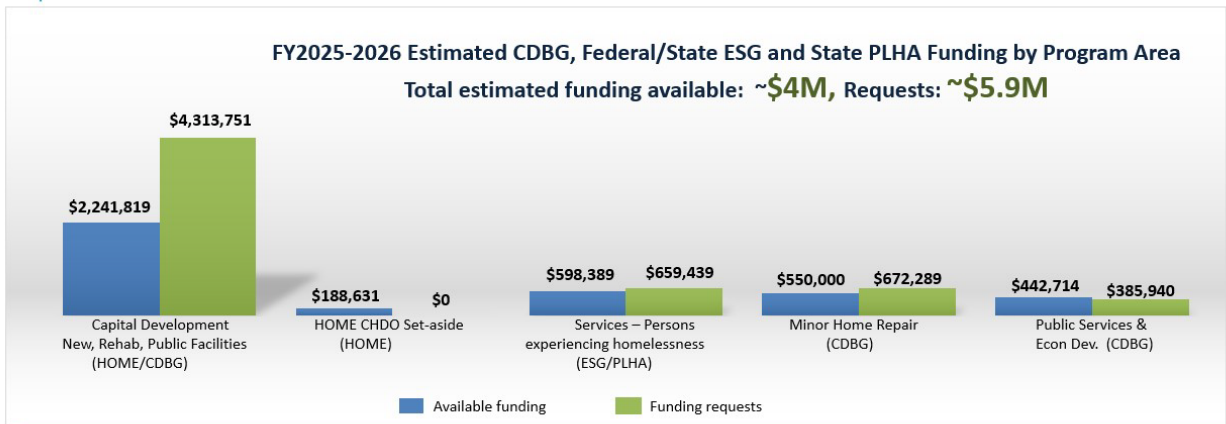
2. PUBLIC COMMENT (ON ITEMS NOT ON AGENDA)

1:08pm Public comments solicited by Chair Donna Colson. No comments given. Chair Donna Colson yielded to Committee member Laura Escobar who noted that \$300,000.00 allocated to United Way was frozen as part of a federal review of the organization and her team was beginning advocacy work for the program.

3. WINTER NOFA FUNDING & UPDATES

1:09pm HCD staff noted that \$4 Million in funding was available but nearly \$6 Million had been requested. The biggest area of delta was in Capital Projects. Staff emphasized that the funding figures are estimates due to Congress not yet passing U.S. Department of Housing and Urban Development's (HUD) new budget.

FY25-26 Estimated Available Funding and FY25-26 Requests



Note: CDBG, HOME, and Federal ESG figures are estimates based on FY24-25 allocations. Congress has not yet passed HUD's FY 2025 appropriation, and the date this appropriation will be made is unknown.

1:10pm HCD staff provided an overview of funding priorities for the Notice of Funding Application (NOFA) and discussed the Department of Housing's Consolidated Plan (ConPlan).

Funding Priorities: FY25-2026

1. Housing Development/Housing Repair and Modification Programs
2. Community Development (including Public Facilities)
3. Public Services & Economic Development Programs (including Shelter Operations, Fair Housing Enforcement, and Micro-Enterprise Assistance)

County priority activity types

- Supportive housing services;
- Transit-oriented development;
- Larger family units (2-and 3-bedroom)
- Community and youth centers, childcare facilities.

2023-27 ConPlan: Populations with the "greatest needs"

- Persons or families experiencing or at-risk of homelessness
- Persons living with a disability or mental illness
- Farmworkers, elderly, and veterans

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1:12 HCD staff discussed the NOFA's evaluation criteria and process and noted the Board of Supervisors would review the Committee's decision and make final decisions, likely in mid- to late-April.

DOH's Funding Evaluation Process & Considerations

Process

- 1st review by Housing and Community Development staff
- 2nd review in committee and/or with due diligence consultant
- 3rd review with the Housing and Community Development Committee (HCDC)
- Final review/approval with Board of Supervisors

Considerations:

- Renew Community Development applications unless there are severe or persistent issues
- Prioritize capital and public facilities applications that are not eligible or competitive for alternative sources
- Allocate maximum allowed for public service applications, then allocate funding to minor home repair programs, public facilities and small affordable housing rehab applications, and lastly, to new development.
- "Readiness" is critical: Prioritize capital development applications that can rapidly spend funds; HOME funding recipients must start construction one year from receipt of the award letter (~ May/June 2026)

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Evaluation Criteria & Process

1. Threshold - Application submitted on time, complete, activity is an eligible use of funds, entity is in good standing with HUD (sam.gov)
2. Priority population served / priority activity type
3. Applicant Capacity and Capabilities
4. Activity Feasibility/Readiness
5. Cost effectiveness and reasonableness

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DEPARTMENT OF HOUSING

COUNTY OF SAN MATEO 

4. PUBLIC HEARING

1:17pm Alliant Communities presented its Sheridan Family Apartments application.

Sheridan Family Apartments

88 Units · 100% Affordable · Experienced Project Team
Ravenswood City School District Teachers & Staff



New Construction

88 new infill units

Low Income

Units range from 30% to 80% AMI,
Average Affordability 50% AMI

Large Family

Over 50% 2- and 3- Bedroom Units

Transit-Oriented

Transit Routes, Bike Friendly, Proximity to Work

Continuum of Care Strategic Plan

Early Intervention Connection to
Prevention Services and Support

Public Services & Economic Development

Retaining lower-income employees

Committee member Juslyn Manalo asked for the anticipated timeline of the project. Allison Levy replied that Alliant Communities aimed to secure tax credit financing and obtain a commitment in July which would further obligate the project to start construction at beginning of 2026.

1:21pm Habitat for Humanity presented Habitat Pierce Road and clarified that homebuyers are covering the housing costs including mortgage, Home Owner's Association (HOA) dues, and insurance, and they are confident they can start construction in June 2026.

Habitat Pierce Road 335 Pierce Road, Menlo Park

- Eight 2-, 3-, and 4-bedroom homes.
- \$3.6 million from City of Menlo Park.



Mortgage
0% down
0% interest

Criteria
AMI range 50-80%
Credit score 650+

Costs
Housing payments capped
at 30% of income.

Requirements
500 hours of sweat equity
Willingness to partner



Committee member Jenny Skoble noted that the per unit cost is very high and asked for Habitat for Humanity to address that. Sydney Stone noted they were conservative on costs relative to what they saw in the current environment. They acknowledge the per unit cost is large, but they think it's nicely designed community and there are a lot of ways the costs could be lowered.

1:26pm MidPen presented St. Matthews Apartments.

St. Matthew Apartments

Unit Count: 56 Units

Population: Low Income Family

Requested Funding: \$344,556.18

Scope of Work:

- Roofing Overlay
- Elevator Modernization

Basis of Need:

- Elevator Equipment Failing
- Roofing at end of useful life
- Maintain accessibility for tenant base

Income Restriction	0BD	1BD	2BD	Total Units
50% AMI	55	0	0	55
Manager Unit	0	1	0	1
Total	55	1	0	56



Committee member Elizabeth Moreno asked how long the commitment to low-income housing was. Aditi Mahmud responded that they have a couple regulatory agreements, and HCD staff clarified that their regulatory agreement is 55 years.

Vice Chair Nell Selander asked if they considered other sources of funding. Aditi Mahmud responded that this was their first ask for the project and that the City of San Mateo assisted with gap financing when needed.

Committee member Richard Hedges asked why they planned a roofing project in October, which is a rainy season and the worst time start a roofing project. Aditi Mahmud responded that the project's

timeline relied entirely on when they could get approvals, and while they might delay for weather if needed, they would like to meet the deadline to complete.

1:32pm MidPen presented Shores Landing Apartments.

Shores Landing Apartments

Unit Count: 95 Units

Population: Senior Living (Homekey)

Requested Funding: \$1,478,137

Scope of Work:

- New MRL Traction Elevator

Basis of Need:

- Life safety
- Tenant mobility issues
- Gurney access to upper floors
- Recommended by Redwood City Fire Department

Income Restriction	0BD	1BD	2BD	Total Units
30% AMI	77	15	1	93
Manager Unit	0	0	2	2
Total	77	15	3	95



Committee member Laura Escobar asked if the whole building would be ready in April 2026. Aditi Mahmud clarified the current rehab was expected to be completed June of 2025, and the new elevator would be completed by April 2026.

1:36pm Mercy Housing presented Middlefield Junction - Childcare center.

Middlefield Junction – Childcare Center

Project Overview

179 units of Family Housing

- 1- Bedrooms 48 (27%) 2- Bedrooms 81 (45%) 3 - Bedrooms 50 (28%)
- Units will be targeted for families making from 15% to 80% of AMI
- 20 units will be reserved for formerly homeless persons
- Consists of 2 buildings. One with 5 stories of housing over a podium parking structure, and one with 4 stories of housing over commercial and community space.

Childcare

- Early education center along with an adjacent enclosed outdoor play area
- Operated by Peninsula Family Service
- Serving 36 infants and toddlers

Questions

- What is the plan for covering the ongoing operating costs for the childcare center? Is there an operating agreement with Peninsula Family Services? Are they responsible for the fundraising, Mercy, a combination?
 - CA Dept of Social services (CDSS) has awarded us \$1,464,036 in ongoing operational funding through the CCTR contract. This will cover the 36 slots
- Can you speak to the number of children to be served (36), which seemed relatively low. Was a larger number of children contemplated? Is the size of the center or another factor impacting the number to be served?
 - A larger number of children was intended to be served at the start of the development. Based on conversation with the County, it was stated that childcare should focus on infant and toddler. Based on the needs of this population, more space is needed and required, which reduced the once high head count to 36.



1:39pm HCD staff reviewed funding allocations in the Sources and Uses table.

Capital Development Applications: New Development, Rehabilitation, Public Facilities

Applicant	Project	Project Location / Service Area	FY25/26 Funding Request	CDBG		HOME		Staff Rec Total	HCDC Recommended Funding
					Rehab	HOME	CHDO		
Capital Projects: Affordable Housing Development & Preservation (Rehabilitation) & Public Facilities									
Alliant	Alliant - Sheridan Family Apartments	Menlo Park	\$1,000,000.00					\$0.00	
Habitat for Humanity of the Greater Bay Area	Habitat Pierce Road	Menlo Park	\$500,000.00					\$0.00	
MidPen	St. Matthews Apartments	San Mateo	\$344,556.18			\$344,556.18		\$344,556.18	
MidPen	Shores Landing	unincorporated County / North Fair Oaks	\$1,478,137.00			\$799,760.00		\$799,760.00	
Mercy Housing CA	Middlefield Childcare Center	County Wide	\$991,058.00	\$897,783.37	\$16,884.71			\$914,668.08	
Unallocated HOME CDDO funds	TBD						\$188,631.31	\$188,631.31	
Affordable Housing Development & Rehabilitation Sub-Total			\$4,313,751.18	\$897,783.37	\$16,884.71	\$1,144,316.18	\$188,631.31	\$2,247,615.57	\$0.00

Vice Chair Nell Selander asked if the Habitat Pierce Road proposal had been approved by the City of Menlo Park, and if the amount potentially awarded would close their finance gap. Robert Smith replied that the City approved the disbursement of funds request, and they're expected to submit an entitlement application within the next two and a half months.

Committee member Laura Escobar asked if the projects HCD Staff did not recommend would be asked to apply again later. HCD staff replied that everyone's invited to apply again next year.

1:45pm Senior Coastsiders presented the Coastside Minor Home Repair Program.

Senior Coastsiders Minor Home Repair Program

- **Program goal** – to make the homes of low-income seniors and adults with disabilities safer and more accessible
- **Target population** - homeowners who cannot physically or financially take care of the repairs themselves
- **Service area** – San Mateo County Coast from Montara to Pescadero
- **Home repairs conducted** - around 40 homes/year
- **Length of service** - 33 years.
- **Primary funding** - a Community Development Block Grant from HUD
- **Team** - a licensed contractor, a minor home repair coordinator, professional experts, volunteers and a care manager for referrals and assessment
- **Services include** - outreach and community engagement, intake and assessment, enhance safety and accessibility, improve health and comfort, promote independence, enhance property maintenance, increase energy efficiency, provide peace of mind, support community engagement



Sandra J Winter, PhD, MHA – Executive Director
 Mary Jane Hamilton – Minor Home Repair Coordinator

1:47pm Climate Resilient Communities presented the Resilient Homes Minor Home Repair program.

Climate Resilient Communities' Minor Home Repair

Our Communities: Our organization has the deepest roots in East Palo Alto, Belle Haven, North Fair Oaks, which are frontline communities who have historically faced redlining, blockbusting, and other practices rooted in prejudice and racism. We focus our efforts here intentionally, to help bridge the gap in resources for these communities and create equitable opportunities.

Our Community's needs: Based on research and on the ground experiences, we see that homeownership resident's home priorities are windows, roofing, doors, paint, and electricity/appliances.

Project scope: Mirroring FY24-25, we plan to complete minor home repairs in six homes in San Mateo County, with a project scope of \$5,000 per home.

Sandra Webster, an East Palo Alto resident, just had her roof completely redone through our Resilient Homes Program.



1:50pm Rebuilding Together Peninsula presented Safe at Home and National Rebuilding Day Minor Home Repair Programs.



Peninsula

Rebuilding Together Peninsula - Safe at Home and National Rebuilding Day (NRD) Minor Home Repair Programs

Minor home repairs truly change lives: *"Thank you for all that you have done to make my home habitable again. Without the help from your organization, I would have remained in serious difficulties, but thanks to you, all is well!"*

Issues impacting this year's deliverables:

- **Revised Minor Home Repair Guidelines** issued in Sept 2024 required training staff and obtaining **all new** and more comprehensive eligibility documentation from already approved clients, delaying our ability to submit applications for approval and for the same staff to conduct previews and develop scopes of work.
- **First projects approved by County end of September 2024**, a full quarter into PY2024-25.
- **New requirement** for estimated SOW to be within 10% of actuals. This increased the time and expertise needed to scope a project that complies with new allowable margin of error.
- **RTP staff turnover:** Finance, NRD Manager, Intake Specialist, Outreach Coordinator

Looking ahead to PY2025-26:

- RTP is fully staffed, trained in the new guidelines, and have new processes integrated into RTP's tracking systems and operations. We expect to meet our contract deliverables as stated in our FY25-26 applications.

PY2024/25	Goal	As of 2.14	Projected
Safe at Home	30	13	25
NRD - Homes	8	8	8
NRD - Facilities	5	6	6

Committee member Jenny Skoble disclosed that she's on the board for a childcare agency in Half Moon Bay that is in line to receive repairs from Rebuilding Together Peninsula. Chair Donna Colson noted that Jenny Skoble would be recused for voting on this project.

Committee member Joslyn Manalo asked in what jurisdictions the homes were located. Melissa Lukin noted that the homes were located in Millbrae, cities on the coast, Foster City, Belmont, San Bruno, and countywide.

Minor Home Repair Program Applications

Applicant	Project	Project Location / Service Area	FY25/26 Funding Request	CDBG		Staff Rec Total	HCDC Recommended Funding
					Rehab		
Minor Home Repair (MHR) - CDBG							
Climate Resilient Communities	Resilient Homes Minor Home Repair Program	County Wide	\$60,000.00	\$60,000.00		\$60,000.00	
Rebuilding Together Peninsula	Safe at Home - MHR	County Wide	\$118,514.00	\$118,514.00		\$118,514.00	
Rebuilding Together Peninsula	National Rebuilding Day - Home Rehab - MHR	County Wide	\$348,535.10	\$348,535.10		\$348,535.10	
Senior Coastsiders	Coastside Minor Home Repair	County Wide	\$70,290.00	\$70,290.00		\$70,290.00	
Rebuilding Together Peninsula	Community Facilities	County Wide	\$74,949.00	\$74,949.00		\$74,949.00	
Public Facilities & Minor Home Repair Sub-Total			\$672,288.10	\$672,288.10	\$0.00	\$672,288.10	\$0.00

1:57pm Chair Donna Colson asked for questions. Committee member Monika Lee asked why program locations are noted as being countywide when not all programs are available in every jurisdiction. HCD staff noted that the NOFA’s funding goes to non-entitlement communities and unincorporated county areas except for jurisdictions receiving CDBG, and potentially a program could touch a jurisdiction that received their own federal funding. Vice Chair Nell Selander noted that there’s a patchwork of which jurisdictions receive funds.

1:58pm Committee member Laura Escobar asked for clarification on how money is distributed if the HUD allotment is less than expected. HCD staff clarified that there would be an order of priority for which program’s funding would be reduced.

2:01pm CORA presented their Safe Houses Save Lives program.

CORA Safe Houses Save Lives

A lifeline for survivors of domestic violence

- **24/7 Emergency Response**
- **Over 45 Years of CORA Safe Houses (Emergency Shelter)**
- **Threat: Federal funding cuts = fewer safe house beds, more lives in danger**

• **1.800.300.1080**



Vice Chair Nell Selander asked CORA to clarify the substantial volume of their calls and if their funds are threatened. Lynn Schuette noted they serve 70 individuals in safe houses, and while that’s fewer than previous years, people are staying a bit longer due to difficulty in finding permanent safe housing. She further noted that all domestic violence shelters are being threatened unless the state is able to step up again this year, all shelter organizations are working as a coalition to advocate for funding, and they will forward persons served data to the county.

2:02pm Life Moves presented their Connecting Clients to Housing program.

State ESG Rapid Re-Housing: Connecting Clients to Housing

- Specialized Housing Support: Assisting 15 clients with locating stable housing.
- Tailored Services: Focused on Rapid Rehousing needs in San Mateo County.
- Collaboration & Impact: Partnerships to maximize success.

LifeMoves



Committee member Jenny Skoble noted that fifteen people served is not a lot and asked for clarification on the services provided. Rosa Cervantes responded that the program provides housing location services which include intake, finance, outreach, assistance with applications, lease agreements, and more. HCD staff added that the funding would pay for housing locator specialists.

2:10pm StarVista presented their Daybreak Rapid Rehousing program.

STARVISTA'S DAYBREAK PROGRAM RAPID REHOUSING FOR YOUTH EXPERIENCING HOMELESSNESS

Daybreak's Rapid Rehousing (RRH) programming provides youth ages 18-24 who are experiencing homelessness with housing, financial assistance, and case management services to support their transition to self-sufficient living and long-term success in housing and beyond.

Youth in Daybreak's Rapid Rehousing (RRH) programming receive:

- Support with identifying, obtaining and maintaining housing
- Financial assistance for move-in costs and monthly rent
- Ongoing support to meet housing and financial responsibilities
- Continuous case management to ensure long-term self-sufficiency

In November 2024, Daybreak received a one-time grant that enabled Daybreak to provide dedicated outreach to landlords, increase RRH program visibility to the San Mateo County community, and support program administration, until June 30, 2025.

This increased Daybreak's capacity to dismantle stigma that often exists for landlords renting housing to youth who have experienced homelessness, increase community knowledge of the program so that more youth can access RRH services, and strengthen service delivery.

San Mateo County State ESG funds will ensure Daybreak can continue all of the important initiatives above through the 2025-2026 fiscal year. In turn, youth experiencing homelessness will have increased access to RRH programming and decreased barriers toward obtaining/maintaining housing for years to come.



Chair Donna Colson asked if the funding was also for staffing, and how many would be served. StarVista responded that funds are specifically to hire a new specialist to help serve rapid rehousing clients.

2:13pm LifeMoves presented the Haven Family House Shelter Ops program.

LifeMoves



Shelter Operations – Haven Family House



Funding Source: State ESG



Amount Requested: \$84,065.00

2:15pm HCD staff covered sources and uses for Community Development applications using State ESG funding and noted that these agreements are new, and that renewals are in other funding sources.

San Mateo County, Winter NOFA: Sources and Uses, FY2025/26

Community Development Applications – State ESG

Applicant	Project	Project Location / Service Area	FY25/26 Funding Request	ESG		Staff Rec Total	HCDC Recommended Funding
				State	Federal		
LifeMoves	Haven - Shelter Services	County Wide	\$84,065.00	\$61,500.00		\$61,500.00	
LifeMoves	Rapid Re-housing	County Wide	\$62,732.00	\$0.00		\$0.00	
CORA	SafeHouse	County Wide	\$30,000.00	\$30,000.00		\$30,000.00	
StarVista	DayBreak RRH	County Wide	\$111,384.99	\$64,000.00		\$64,000.00	
Community Development Service Shelters State ESG - Sub-Total			\$288,181.99	\$155,500.00	\$0.00	\$155,500.00	\$0.00

Vice Chair Nell Selander and HCD staff discussed how StarVista would apply the award to a single staff member if the award value is less than the ask. HCD staff noted that since there are two positions in their application, allocating a lesser value is feasible.

HCD staff explained State ESG spend-down requirements. Vice Chair Nell Selander and HCD staff discussed the fact that not all projects are being made whole, and the Department of Housing is required to allocate 40% to rapid rehousing projects.

2:26pm CALL Primrose presented their Grocery Pantry and To-go Bag Programs.

Two Programs

Grocery Pantry Program

Housed individuals and families

“To-go Bag” Program

Unhoused individuals and families

County Focus | Support for our “To-go Bag” Program

Different set of immediate needs:

- Items that do not require cooking or refrigeration
- Items that do not require can openers
- Ready to eat items
- Items that are light and easy to carry

Utilize staff versus volunteers

- Welcome to come every day we are open
- Staff are there every day – get to know situation and preferences
- Gain trust and refer to other resources



Provided services to 100 unduplicated individuals Q1 & Q2 2024 (400 Bags distributed)
Street Medicine Collaboration - Client Story

2:27pm Project Sentinel was called to present the Fair Housing program, but a representative was not present.

Project Sentinel, Inc.



Fair Housing



Funding Source: CDBG



Amount Requested: \$34,624.00

2:28pm CORA presented their Preventing Homelessness program.

Preventing Homelessness

A Multifaceted Community Effort

- Among homeless mothers with children, more than 80% had previously experienced domestic violence
- Preventing homelessness: Safe houses break the cycle of abuse
- Hotline + Safe Houses = Immediate protection & long-term solutions
- **1.800.300.1080**

CORA COMMUNITY OVERCOMING
RELATIONSHIP ABUSE

Transforming Lives

2:30pm LifeMoves presented the Federal ESG Rapid Re-Housing program.

LifeMoves

Federal ESG Rapid Re-Housing: Moving Towards Stability

- Target Impact: Assist 3 households (1 Family + 2 Individuals (Approx. 4 People Total) in achieving stable housing.
- Comprehensive Support: Rental assistance & case management.
- Success Goal: 70% of participants securing permanent housing.



2:31pm StarVista presented their Daybreak PLHA program.

STARVISTA'S DAYBREAK PROGRAM

Transitional Housing for Youth Experiencing Homelessness

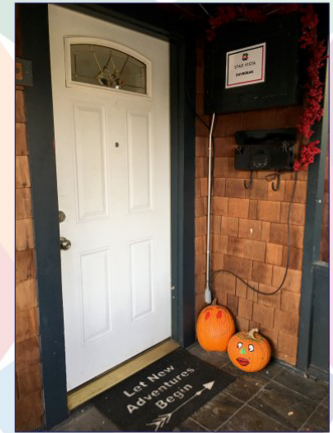
Daybreak's **Transitional Housing programming** provides youth ages 16-21 who are experiencing homelessness with the individualized support, skills and resources they need to **break the cycle of homelessness**, gain self-sufficiency, and build the lives they want to live.

Youth in Daybreak's **Transitional Housing programming** receive:

- Safe, stable transitional housing via a 10-bed home in Redwood City
- Healthy meals and snacks
- Independent living skills training
- Mental health and case management
- Educational and vocational support
- Linkages and referrals to community resources
- Aftercare to ensure success after youth complete the program

Daybreak's shelter is the **only transitional shelter in San Mateo County that is designed specifically for this unique youth population.**

Youth in our community face compounding challenges (e.g., soaring costs of living, exorbitant housing costs, lack of sufficient employment) that hinder their ability to obtain/maintain housing. **San Mateo County PLHA funds** will strengthen Daybreak's ability to continuously provide **vital housing and comprehensive supportive services** that ensure San Mateo County youth experiencing homelessness have the means to thrive in housing and in life.



2:33pm Bay area legal Aid was called to present DVLSN the Domestic Violence Legal Safety Net program and was not present.

2:33 Coastside Adult Day Health Center presented their Aging in Place program.

Coastside Adult Day Health Center *Aging in Place*

Our mission is to keep people as healthy, active and independent as possible, when advancing years and physical or mental conditions call for extra care and attention.



2:35pm Friends for Youth presented their Youth Mentoring Services program.

Friends For Youth



Youth Mentoring Services



Funding Source: CDBG



Amount Requested: \$30,000.00



2:37pm Legal Aid Society of San Mateo County presented the Homesavers Preserving Affordable Housing program.

Legal Aid Society of San Mateo County



Homesavers Preserving Affordable Housing



Funding Source: CDBG



Amount Requested: \$25,000.00



2:38pm Vice Chair Nell Selander asked about the organization's balance of staff and funding, and David Carducci responded that they recently lost a staff attorney who left for a private firm and they are currently down to two staff members and would love to hire another but they do not have the funds.

2:40pm Peninsula Volunteers, Incorporated presented their Nutrition Services program.

Nutrition Services

- 94% of clients report that their health has improved as a result of receiving Meals on Wheels
- 93% of clients feel they are eating more nutritious foods.
- 260 service days
- 895 clients served
- 132,572 meals given



2:42pm Renaissance Entrepreneurship Center presented the Creating Economic Opportunity for low-Income Women and Men in San Mateo County program.



renaissance
entrepreneurship center

Creating Economic Opportunity for low-Income Women and Men in San Mateo County



David Ibarra owns a small ice cream shop in Belmont. After a Renaissance staff member visited his shop and loved the service, they invited him to join one of our classes. Eager to strengthen his business, Ibarra quickly enrolled in the 10-week Business Plan course, recognizing that marketing and finance were areas he wanted to improve.

Despite the course's intensity, he worked closely with consultant Joaquin Ortiz, who helped him assess his finances and explore cost-saving strategies — from refining the menu and introducing limited-edition items to finding alternative distributors.










Ibarra has openly shared how the classes and one-on-one consultations have transformed his business, expressing that he wishes he had discovered Renaissance two years before opening his shop. Recently, his inspiring story and entrepreneurial journey were featured on Telemundo, highlighting his growing success in Belmont.

2024-25 FY San Mateo County CDBG Contract Update

- **Individual Clients Served:** Exceeded the annual goal of 120, reaching **137 individuals** (114.17% of goal).
- **Businesses Served:** Progressing towards the goal of 35, with **59 businesses served YTD**, needing **13 more** to meet the target.
- **Jobs Created & Retained:** Currently at **38 jobs**, slightly under the target of 35, at **-8.57% to goal**, with **35 more needed** to reach 100%.

2:42pm Samaritan House presented the CORE – Core Services, Housing Location Services, and Safe Harbor Shelter programs.

Samaritan House

 CORE – Core Services	 Housing Location Services	 Safe Harbor Shelter
 Funding Source: CDBG	 Funding Source: CDBG	 Funding Source: PLHA
 Amount Requested: \$55,000.00	 Amount Requested: \$80,000.00	 Amount Requested: \$33,000.00

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DEPARTMENT OF HOUSING







COUNTY OF SAN MATEO



Vice Chair Nell Selander and Committee member Laura Escobar discussed with LaTrice Taylor Samaritan House's role as a core agency, their service coverage, and how the housing locator services connect with other services from San Carlos to Burlingame, and the if the City of San Mateo were included.

2:52pm LiveMoves presented the Shelter Operations – Haven Family House and First Step for Families programs.

LifeMoves

 Shelter Operations – Haven Family House	 First Step for Families
 Funding Source: PLHA	 Funding Source: Federal ESG
 Amount Requested: \$84,065.00	 Amount Requested: \$104,850.07

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DEPARTMENT OF HOUSING

COUNTY OF SAN MATEO



2:54pm HCD staff presented the sources and uses slide for Community Development program renewals using CDBG, PLHA, and Federal ESG funding.

Community Development Applications (renewals) – CDBG, PLHA, and Federal ESG

Applicant	Project	Project Location / Service Area	FY25/26 Funding	ESG		PLHA	Staff Rec Total	HCDC Recommended
				State	Federal			
Public Service - General & Fair Housing								
Peninsula Volunteers, Inc.	Meals on Wheels	County Wide	\$30,000.00				\$30,000.00	
CALL Primrose	CALL Pantry	County Wide	\$25,000.00				\$25,000.00	
Coastside Adult Day Health Center	Aging in Place	County Wide	\$25,000.00				\$25,000.00	
El Concilio of San Mateo County	Emergency Services Partnership	County Wide	DID NOT APPLY				\$0.00	
Friends for Youth	Mentoring Services	County Wide	\$30,000.00				\$30,000.00	
Bay Area Legal Aid	Domestic Violence Legal Safety	County Wide	\$36,316.00				\$36,316.00	
Legal Aid Society of San Mateo	HomeSavers	County Wide	\$25,000.00				\$25,000.00	
Samaritan House	CORE Services Program	County Wide	\$55,000.00				\$55,000.00	
Samaritan House	Housing Location	County Wide	\$80,000.00				\$80,000.00	
Project Sentinel	Fair Housing	County Wide	\$34,624.00				\$34,624.00	
Public Service General Sub-Total			\$340,940.00	\$0.00	\$0.00	\$0.00	\$340,940.00	\$0.00
Micro-enterprise & Economic Development								
Renaissance Entrepreneurship Center	Creating Economic Opportunities	County Wide	\$45,000.00				\$45,000.00	
Micro-enterprise & Economic Development I Sub-Total			\$45,000.00	\$0.00	\$0.00	\$0.00	\$45,000.00	\$0.00
Service for Persons Experiencing Homelessness (PLHA, State/Fed ESG)								
LifeMoves	First Step	County Wide	\$104,850.07		\$113,042.07		\$113,042.07	
LifeMoves	RRH	County Wide	\$94,320.00		\$86,128.00		\$86,128.00	
Community Development Service Shelters - Fed ESG Sub-Total			\$199,170.07	\$0.00	\$199,170.07	\$0.00	\$199,170.07	\$0.00
CORA	Safe House	County Wide	\$49,999.00		\$49,999.00		\$49,999.00	
Project WeHope (was LifeMoves)	Coast House	County Wide	DID NOT APPLY			\$0.00	\$0.00	
Samaritan House	Safe Harbor	County Wide	\$33,000.00		\$33,000.00		\$33,000.00	
StarVista	Daybreak	County Wide	\$35,022.00		\$35,022.00		\$35,022.00	
LifeMoves	Haven House	County Wide	\$84,065.00		\$84,065.00		\$84,065.00	
LifeMoves	Haven - Shelter Services	County Wide	\$22,565.00		\$22,565.00		\$22,565.00	
Community Development Service Shelters State PLHA - Sub-Total			\$224,651.00	\$0.00	\$0.00	\$224,651.00	\$224,651.00	\$0.00

Vice Chair Nell Selander implored the County to have a meaningful conversation about core services due to not every jurisdiction having finances needed to cover gaps, and suggested that the County’s Human Services Agency should find funding to cover gaps in operating. HCD staff noted that this will be discussed for next year’s NOFA.

3:01 pm HCD Staff outlined a small amendment to the Department of Housing’s Community Participation Plan.

Community Participation Plan - Minor Amendment Updates

Public Notice Process	Substantial Amendment	Minor Amendment	Minor Amendment – Proposed Updates
When required	Change of ≥ \$100K*	Change of ≤ \$50-\$100K	
Public comment period	30 days	15 days	
Publish in/on:			
Newspaper	required	required	Make optional
DOH website	required	required	
eMail to DOH database	required	required	Make optional
DOH lobby	Optional (but done)	Optional (but done)	Make required

*Substantial Amendment: 1) in allocation priorities or in the method of distribution of funds, 2) carrying out an activity, using funds from any program covered by the CONPLAN (including program income), not previously described in the Action Plan, 3) changes in the purpose, scope, location, or beneficiaries of an activity, and 4) any change in use from one eligible activity to another eligible activity

Community Participation Plan - Minor Amendment

- o Minor Amendment: Changes that result in an increase in funding by more than \$25,000 but not more than \$100,000 for any activity will require a public notice with a 15-day review period. This notice will be in electronic and print format, and at the minimum, will involve posting a notice on the DOH internet website at www.smchousing.org and providing a paper copy of the notice in the Department of Housing's lobby. Format and distribution requirements for noticing shall be the same as for a Substantial Amendment. Changes involving the County's allocation priorities or method of distribution of funds will be treated as a minor amendment, described above. After the lapse of the required comment period, the revised Action Plan will be posted on the DOH website, emailed to the DOH interested parties list, and provided to HUD in accordance with HUD requirements. A summary of the comments or views, and a summary of any comments or views not accepted and the reasons why, shall also be attached to the Plan.

5. CLOSE PUBLIC HEARING

3:02pm Chair Donna Colson closed the public hearing.

6. COMMITTEE VOTE

All HCD funding recommendations passed with unanimous approval by HCDC members.

The Community Participation Plan update passed with unanimous approval by HCDC members.

7. ADJOURN

3:04pm HCD Staff noted the AHF NOFA would begin in May and go to the Board of Supervisors in August.

3:05pm Chair Donna Colson motioned to adjourn the meeting.