

Including the addition of San Mateo City into the consortium.

## **Executive Summary**

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

#### **1. Introduction**

In accordance with HUD regulations, the Consolidated Plan (ConPlan) for the County of San Mateo HOME Consortium is both an application to HUD for certain federal funds and a local planning document. For the County HOME Consortium, it is an application for the following funding programs: Community Development Block Grant (CDBG); HOME Investment Partnerships Act (HOME); and Emergency Solutions Grant (ESG). As a planning document, the Consolidated Plan evaluates local housing and community development needs with an emphasis on lower income residents, and as such, provides strategies for addressing the identified needs. In reality, the County's Consolidated Plan is a supplementary planning document to other existing planning documents, including the County's Housing Element. This Consolidated Plan spans the five-year period, July 2013 through June 2018. The Plan covers the geographic area of the County Consortium jurisdiction, which comprises 17 of the 20 cities in the County plus the unincorporated areas. (The three cities not belonging to the Consortium — the Cities of Daly City, San Mateo, and Redwood City — had participated in the County Consortium at the inception of the Consortium in the early 90s, but have since elected to submit their own Consolidated Plans to HUD.) HUD requires that the Consolidated Plan address three broad objectives for lower income residents by providing:

- Decent affordable housing;
- A suitable living environment; and
- Expanded economic opportunities.

The most senior program of the three ConPlan HUD programs is the CDBG Program, enacted in 1974. CDBG national objectives, also three-fold call for: Benefit to low- and moderate-income persons; Aid in the prevention of slums and blight; and Meet a need having a particular urgency ("urgent need"). As a trailblazer of sorts of the triptych of ConPlan programs, the CDBG national objectives helped inform and shape the development of the ConPlan outcomes three decades later in 2004. Within the rubric of both the CDBG national objectives and the ConPlan outcomes, three overarching priorities govern the County's Consolidated Plan:

- Housing Development/Housing Repair and Modification Programs
- Public Services Programs (including Shelter Operations & Fair Housing Enforcement)

## **2. Summary of the objectives and outcomes identified in the Plan**

As noted above, three overarching priorities govern the County's Consolidated Plan: 1. Housing Development/Housing Repair and Modification Programs 2. Public Services Programs (including Shelter Operations & Fair Housing Enforcement) 3. Community & Economic Development (including Public Facilities & Micro-Enterprise Assistance)

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

The above-delineated goals have illuminated the County's Consolidated Planning process for several five-year periods, and only required minor tweaks over time. Increasing the supply of decent affordable has always been the County's goal since the inception of the CDBG Program in 1974 and of the HOME Program in 1990. This goal has evolved to include the identification of specific low income special needs groups for targeted funding, including extremely low income persons and families and homeless households. The non-housing goals have always included an element of human habitation and housing as part of their purview. In recent years, these goals brought into their embrace the need to prevent homelessness through providing assistance to safety-net service agencies or the eight core service agencies strategically located throughout the County, and supporting activities that keep people in their homes.

## **4. Summary of citizen participation process and consultation process**

The ConPlan and Annual Action Plan were developed in accordance with HUD public participation process requirements vis-vis the newly-developed Citizens Participation Plan (CPP), ratified by the County Board of Supervisors May 7, 2013 after a protracted public process. The Housing and Community Development Committee (HCDC), a citizen advisory body appointed by the Board to formulate recommendations on CDBG, HOME, and ESG, meets publicly each fall to determine funding priorities for the three federal funding programs. On December, 7 2012, the HCDC presided over a public session to review and confirm both five-year and annual housing and community development goals and objectives. As a precursor, on November 29, housing program staff from the County, South San Francisco and Daly City held a joint community input meeting.

During December and January, the County solicited funding applications from nonprofits, city and County agencies. During February and March, the proposals were reviewed and evaluated by staff and the HCDC in order to craft funding recommendations for specific activities to be included in the Annual Action Plan. The final piece of the County's public process was a public hearing before the Board of Supervisors on May 7, 2013, after which the ConPlan and Action Plan will be finalized for submission to HUD, due no later than May 15 of each year.

The CPP also underwent a public participation process, including review and approval by the HCDC in March 2013, a public comment period from December 7, 2012 through January 25, 2013, and ratification by the County Board of Supervisors May 7, 2013. Six representatives from applicant agencies spoke and all thanked the County for its financial commitment or continued support.

See Appendix for break-out notes of the November 29, 2013 community input meeting and the CPP.

**5. Summary of public comments**

See Appendix for break-out notes of the November 29, 2012 community input meeting, and the CPP.

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

None.

**7. Summary**

## The Process

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

**1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source**

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

Agency Role	Name	Department/Agency
Lead Agency	SAN MATEO COUNTY	
CDBG Administrator	SAN MATEO COUNTY	Department of Housing
HOPWA Administrator		
HOME Administrator	SAN MATEO COUNTY	Department of Housing
ESG Administrator	SAN MATEO COUNTY	Department of Housing
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

### Narrative

The County of San Mateo Department of Housing (DOH) is the lead agency responsible for overall coordination of the Consolidated Plan and coordination with relevant public and private agencies. DOH comprises two units - Housing and Community Development (HCD) and Housing Authority (HA) - both of which report to the Housing Director. DOH was established in 2005 as a separate agency or department within the County governmental structure. The creation of a distinct County agency focusing on housing catapulted the importance of providing decent and more affordable housing as an essential County governmental function. DOH's mission is to serve as a catalyst for increasing access to affordable rental housing, increasing the supply of workforce housing, and supporting related community development in order that that housing exists for people of all income levels in San Mateo County. Before 2005, HCD, which administered the three HUD entitlement programs, was ensconced within the County Human Services Agency.

### Consolidated Plan Public Contact Information

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

### **1. Introduction**

The Consolidated Plan (ConPlan) represents both an application to HUD for entitlement funds under three entitlement programs, and a housing and community development policy and planning document. The three HUD entitlement programs are: Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant [formerly the Emergency Shelter Grant] (ESG).

The County's ConPlan covers the geographic area of the San Mateo County HOME Consortium. This consists of (1) the Urban County, more specifically the 16 small cities in the County; (2) the unincorporated County; and (3) the City of South San Francisco. South San Francisco's portion of the Consolidated Plan will be limited to community development and appended to the County's ConPlan.

The remainder of the County – the Cities of Daly City, San Mateo, and Redwood City, each is responsible for preparing their own ConPlan– and hence is not included in this document. However, some data in this Plan will be countywide rather than HOME Consortium-wide when it is deemed that countywide data presents a fuller and more nuanced picture of the relevant issues and trends. When countywide data is presented, this will be indicated.

The Department of Housing (DOH) is the lead agency responsible for overall coordination of the County's Consolidated Plan and coordination with relevant public and private agencies. DOH consists of two units - Housing and Community Development, which is taking undertaking the ConPlan, and Housing Authority - both of which report to the Housing Director.

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

The very fact that the Housing Authority comprises up a large part of DOH operations facilitates an easy communication between HCD and HA. Any barriers between HCD and HA become permeable. This symbiotic relationship along with the fact that County DOH partners and collaborates with numerous County nonprofit agencies and other entities contributes to a healthy working relationship in which information is exchanged readily.

Having played a role in birthing the two organizations, the County has positioned itself an important player in both the Housing Leadership Council, a housing advocacy group, and HEART, or the Housing Endowment and Regional Trust of San Mateo County, the county's housing trust fund. Both organizations boast of representatives from a robust spectrum of public, private for-profit and non-profit entities interested in or dedicated to promoting affordable housing. They all understand that

housing is often all-encompassing, that stabilized housing often requires a slew of ancillary support and other services to render occupants a sense of independence and a modicum of self-sufficiency.

**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**

Integral to the ConPlan process is the County's Housing and Community Development Committee (HCDC) is a 15-member advisory body responsible for making funding recommendations on CDBG, HOME, and ESG activities to the County Board of Supervisors. All 15 members are confirmed and appointed by the County Board of Supervisors. All 15 members must meet one of the qualifications reflecting the diversity of the County, by representing a geographic area, represent a low income jurisdiction, and/or represent certain housing and community development interest groups, including the County's Commissions on Aging, Disability and the Continuum of Care.

For the past two years, to streamline work and to improve coordination of County-administered funds, DOH has block-granted a certain sum of CDBG funds and all of the ESG program funds to the County Human Services Agency to administer as part of its various contracts with shelters and core service agencies (the latter which provide safety net services, including information and referrals, to at-risk and homeless persons). The DOH block-grant includes ESG rapid re-housing funds, which has been granted to the County's largest shelter provider, Shelter Network (now known as InnVision Shelter Network [IVSN]). IVSN has been distributing these funds as part of a collaborative effort with other shelters.

DOH is a member of the Continuum of Care Steering (CoC) Committee, a collaborative whose role is to coordinate homeless efforts in the County and to develop policy and procedures for such. The CoC Steering Committee provides updates on the HEARTH Act and coordinates the County's CoC application process to HUD. Members include all shelter providers in the County, service providers specifically catering to veterans, health providers, and housing staff from the various cities.

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

As noted above, DOH is a member of the Continuum of Care Steering Committee, a collaborative whose role is to coordinate homeless efforts in the County and to develop policy and procedures for such.

Developing Performance Standards: In 2011-2012, the San Mateo County CoC began the process of developing performance standards for recipients of CoC and ESG funding. A performance standards and system re-design working group has been convened, which includes representation from the CoC lead agency, providers, and other stakeholders. DOH is represented on this group. As a first step towards developing the standards, the CoC lead agency is working on extracting data from the HMIS to determine how the system as a whole as well as individual providers are performing on three key

indicators: (1) exits to permanent housing; (2) length of stay in emergency shelter and/or transitional housing; and (3) returns to homelessness from permanent housing. Once the baseline has been established, the working group will set benchmarks that the system and providers will work to meet to improve performance on these indicators. A 2013 CoC workplan has been developed to build on the foundation work. See Appendix for the COC Workplan, which includes a schedule for implementation of ESG performance standards.

HMIS. The San Mateo County Human Services Agency (HSA) is the CoC lead agency as well as the lead agency for the HMIS, which is known as the HOPE system. HMIS policies and procedures are developed by HSA in consultation with the HOPE Users Group, a working group that includes representation from providers and other stakeholders, including the Department of Housing. All CoC and ESG recipients in San Mateo County are entering data into the HMIS. The 2013 CoC workplan provides a schedule for refining HMIS to meet HUD requirements. (This Workplan is in the Appendix).

## 2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

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

1	<b>Agency/Group/Organization</b>	Boys and Girls Club North San Mateo County
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
2	<b>Agency/Group/Organization</b>	Coastside Children's Programs
	<b>Agency/Group/Organization Type</b>	Housing Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
3	<b>Agency/Group/Organization</b>	FRIENDS FOR YOUTH, INC.
	<b>Agency/Group/Organization Type</b>	Housing Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Needs - Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
4	<b>Agency/Group/Organization</b>	HIP Housing
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
5	<b>Agency/Group/Organization</b>	Home & Hope
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children



	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
6	<b>Agency/Group/Organization</b>	Housing Leadership Council of San Mateo County
	<b>Agency/Group/Organization Type</b>	Housing Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
7	<b>Agency/Group/Organization</b>	LEGAL AID SOCIETY OF SAN MATEO COUNTY
	<b>Agency/Group/Organization Type</b>	Housing Service-Fair Housing Services to prevent homelessness through eviction
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
8	<b>Agency/Group/Organization</b>	Mental Health Association of San Mateo County
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities Services for mentally ill persons
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
9	<b>Agency/Group/Organization</b>	Midpen Housing Corporation
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
10	<b>Agency/Group/Organization</b>	OMBUSMAN SERVICES OF SAN MATEO COUNTY
	<b>Agency/Group/Organization Type</b>	Housing Services-Elderly Persons Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
11	<b>Agency/Group/Organization</b>	PARCA
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
12	<b>Agency/Group/Organization</b>	Rebuilding Together Peninsula
	<b>Agency/Group/Organization Type</b>	Housing Housing rehab services and rehab of community facilities
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
13	<b>Agency/Group/Organization</b>	Renaissance Entrepreneurship Training Program
	<b>Agency/Group/Organization Type</b>	Services-Employment Microenterprise assistance
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
14	<b>Agency/Group/Organization</b>	Samaritan House
	<b>Agency/Group/Organization Type</b>	Housing Services-Children Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
15	<b>Agency/Group/Organization</b>	Star Vista
	<b>Agency/Group/Organization Type</b>	Housing Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Needs - Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
16	<b>Agency/Group/Organization</b>	Latino Commission
	<b>Agency/Group/Organization Type</b>	Services-Education Drug treatment services
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.

17	<b>Agency/Group/Organization</b>	United Way of the Bay Area
	<b>Agency/Group/Organization Type</b>	Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Foundation Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
18	<b>Agency/Group/Organization</b>	VA Palo Alto Health Care System
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Needs - Veterans
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.

19	<b>Agency/Group/Organization</b>	SERVICE LEAGUE OF SAN MATEO COUNTY
	<b>Agency/Group/Organization Type</b>	Housing Services for ex-convicts & parolees
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
20	<b>Agency/Group/Organization</b>	Housing Equity Law Project
	<b>Agency/Group/Organization Type</b>	Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
21	<b>Agency/Group/Organization</b>	St. Francis Center
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
22	<b>Agency/Group/Organization</b>	Free At Last
	<b>Agency/Group/Organization Type</b>	Housing Services for persons with substance abuse

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
23	<b>Agency/Group/Organization</b>	CENTER FOR INDEPENDENCE OF THE DISABLED
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities Minor home repair services
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
24	<b>Agency/Group/Organization</b>	COMMUNITY OVERCOMING RELATIONSHIP ABUSE (CORA)
	<b>Agency/Group/Organization Type</b>	Housing Services-Children Services-Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs transitional and permanent housing for DV survivors & their families
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.

25	<b>Agency/Group/Organization</b>	InnVision Shelter Network
	<b>Agency/Group/Organization Type</b>	Housing Services-Children Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
26	<b>Agency/Group/Organization</b>	CITY OF SOUTH SAN FRANCISCO
	<b>Agency/Group/Organization Type</b>	Housing Other government - Local Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment community development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City is part of San Mateo HOME Consortium and assisted in sponsoring November 29, 2012 community input meeting.
27	<b>Agency/Group/Organization</b>	HABITAT FOR HUMANITY GREATER SAN FRANCISCO
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.



28	<b>Agency/Group/Organization</b>	Housing Authority of the County of San Mateo
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HA is part of the County Department of Housing and was consulted for information on public housing matters and HA housing development initiatives.
29	<b>Agency/Group/Organization</b>	County of San Mateo Health Department
	<b>Agency/Group/Organization Type</b>	Services-Persons with HIV/AIDS Services-Health Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Lead-based Paint Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	County Health Department was consulted for information on lead-based paint efforts and HIV services.
30	<b>Agency/Group/Organization</b>	The Core Companies
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through two public participation meetings held November 29, 2012 and a follow up meeting on December 7, 2012. Agency participated in one or both meetings. Latter meeting confirmed NOFA funding priorities for FY 2013-14.
31	<b>Agency/Group/Organization</b>	Palm Communities
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in 12/7/12 priorities-setting meeting.

32	<b>Agency/Group/Organization</b>	County of San Mateo Human Services Agency
	<b>Agency/Group/Organization Type</b>	Housing Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HSA is a partner agency with the Department of Housing in that HSA administers shelter funding on behalf of the County, and coordinates the Continuum of Care. Also attended the both County's 11/29 community input and 12/7/2012 priorities-setting meeting.
33	<b>Agency/Group/Organization</b>	Sustainable San Mateo County
	<b>Agency/Group/Organization Type</b>	Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in 12/7 priorities-setting meeting.
34	<b>Agency/Group/Organization</b>	CITY OF BELMONT
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Recreational Services for Seniors
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participated in 12/7 priorities-setting meeting.
--	--	--

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

None.

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

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	County Human Services Agency	HSA coordinates the work of the County Continuum of Care, which developed the County's HOPE Plan, Housing Our People Everywhere. This is the County's ten-year strategy to end homelessness. For five year period, Plan recommends 1200 units of supportive housing, 2350 units of new construction/acq.-rehab.

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

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))**

The County and the four entitlement cities (Daly City, South San Francisco, San Mateo, and Redwood City) meet on a quarterly basis to discuss common issues and to coordinate activities associated with the Consolidated Plan, most notably releasing of their respective Notices of Funding Availability, and undertaking joint subrecipient site monitoring, etc. They recently cooperated in the preparation of a joint Analysis of Impediments to Fair Housing Choice (AI). The five entities joined together to fund and issue a joint Request for Proposal to secure a consultant to prepare the AI. Three of the five CDBG jurisdictions are synchronized on the same five-year ConPlan cycle. These are the County, South San Francisco (also a partner in the County HOME Consortium) and Daly City. San Mateo and Redwood City are on different cycles.

Preparation of the Consolidated Plan has been informed to some degree by several regional and sub-regional planning activities in which the San Mateo County Department of Housing has been an active participant, most notably the North Fair Oaks Community Plan, the countywide 21 Element Project, the Bay Area Sustainable Communities Strategy, and the HUD-funded Bay Area Regional Prosperity Plan.

## Narrative

The County is actively involved in consultations in various planning and policy initiatives affecting housing and community development. The scale and focus of these planning activities is different and distinct from the Consolidated Plan itself, nonetheless, the activities described below lend perspective and strengthen certain applicable themes, some of which are reprised later in this ConPlan:

- The North Fair Oaks Community Plan, completed in 2012, was the first comprehensive study in the last 20 years of the land use, housing, circulation open-space and infrastructure needs for the largest population concentration in unincorporated county area, which also happens to be predominantly low-income.  
<http://www.co.sanmateo.ca.us/portal/site/planning/menuitem.2ca7e1985b6c8f5565d293e5d17332a0/?vgnextoid=fce20549b39b1310VgnVCM1000001937230aRCRD>
- The 21 Element Project is a multi-year, multi-phase collaboration of all twenty-one San Mateo County jurisdictions, along with partner agencies and stakeholder organizations, to adopt and implement local housing policies and programs codified in the State-mandated Housing Element (binding statements of local housing policy) of each jurisdiction's General Plan. It is a forum for sharing resources, successful strategies and best practices. <http://www.21elements.org>
- Green House Gas Emission Control. In 2011 the State of California adopted legislation to reduce green housing gas emissions. Some climate change mitigation measures were adopted at the state level, such as increasing fuel mileage requirements for automobiles. In addition, each of California's 15 planning regions was required to adopt a Sustainable Communities Strategy (SCS) in order to reduce emissions through adjustments to land use, housing and transportation infrastructure and policy. In the San Francisco Bay Area this led to the development of PlanBayArea, a growth pattern that will concentrate development of jobs and housing in locally-supported priority development areas that fit a preferred regional pattern by the Metropolitan Transportation Commission and the Association of Bay Area Governments.  
<http://onebayarea.org/regional-initiatives/plan-bay-area.html><http://onebayarea.org/regional-initiatives/plan-bay-area.html>
- HUD Regional Prosperity. An important aspect of PlanBayArea is the level of attention being paid to issues of opportunity and social equity. For example, a set of indicators has been adopted to measure whether planned changes, and predicted side-effects, will have differentially negative consequences for lower-income residents. A consortium of local and regional governmental and advocacy organizations successfully competed for a HUD Regional Prosperity Planning Grant. The grant will fund local pilot adaptations of best-practice strategies that have promise for replication around the region. San Mateo County(a) is an active consortium member, (b) has provided technical assistance to several local governmental units and advocacy organizations to develop sub-grant applications for local pilots, and (c) will promote and facilitate local adaptation of strategies that have been tested and refined through the Regional Prosperity Planning Grant program. <http://onebayarea.org/regional-initiatives/Bay-Area-Prosperity-Plan.html>

## **PR-15 Citizen 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**

The County's public process is guided by the County's Citizen Participation Plan (CPP), ratified by the Board of Supervisors May 7, 2013 after a protracted public process. Last updated in 2003, the CPP has undergone revisions emphasizing public communication through more electronic paperless means versus publication in a journal of mass distribution. Another change involves more nuanced public communication tied to the dollar amount involved in a funded activity. The County's public process starts out with one or more community-wide meetings in the Fall of each year to gather and confirm funding priorities. This is followed by more public meetings presided by the Housing and Community Development Committee (HCDC) over specific funding allocations in response to an annually-issued Notice of Funding Availability (NOFA). The public process is concluded in the Spring at a County Board of Supervisors' meeting.

For this Consolidated Plan, the County "kicked off" the process with two public meetings. The first, on November 29, 2012, was held in conjunction with the Cities of South San Francisco and Daly City, two other CDBG Entitlement Jurisdictions in the County and both on the same five-year time ConPlan time frame as the County's. This meeting was attended primarily by service providers. The County's on-going priorities were discussed and re-confirmed with the addition that financial literacy programs was called out as an important example of a public service. A week later on December 7, 2012, the County held a follow-up public meeting to review specific priorities for FY 2013-14, the first year of the new ConPlan term. The HCDC approved the funding priorities. The HCDC also reviewed and conditionally approved the draft CPP subject to wider public comment. As noted earlier, no comments were received by the due date, January 25, 2013. The CPP was confirmed by the HCD again in March 2013, and approved by the Board of Supervisors May 7, 2013, when it also approved this Consolidated/Action Plan.

On-line Survey. The County also undertook an on-line survey asking for respondents' views on housing and community development needs and priorities. The survey was open from November 29, 2012 through January 31, 2013. The County received 17 responses from all parts of the County: North, Central, South, and the Coastside. Ten of the 17 respondents represented service providers. The table below summarizes the top three ranked high priority needs in the three categories:

### 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 Meeting	Non-targeted/broad community	See Appendix for attendance of Community Input Meeting on 11/29/2012.	See Appendix for summary of comments at the 11/29/2012 meeting. 12/7/2012 meeting to review/confirm funding priorities.	None.	

**Table 4 – Citizen Participation Outreach**

## **Needs Assessment**

### **NA-05 Overview**

#### **Needs Assessment Overview**

This section presents contextual information on the County's housing needs, including that of homeless persons. Housing data included here are taken primarily from Census data provided by HUD along with statistical and anecdotal data provided by relevant social service agencies in the County. HUD-provided Census data focus on the Urban County landscape, more limited than for the entire County overall. County-wide data are presented as companion data when it is felt a fuller picture of the County's housing situation can tell the better story.

## NA-10 Housing Needs Assessment - 24 CFR 91.405, 24 CFR 91.205 (a,b,c)

### Summary of Housing Needs

Data on the tables below focus on the more limited Urban County jurisdiction, comprising the 16 small cities, the unincorporated areas, and the City of South San Francisco. To provide a deeper sense of the ten-year trend, the companion table below provides the data on a countywide level for the years 2000 and 2010 and estimates from the 2006-2010 American Communities Survey (ACS).

Much of the data below are HUD-provided CHAS (Comprehensive Housing Affordability Strategy) data. The primary purpose of the CHAS data is to demonstrate the number of households in need of housing assistance. This is estimated by the number of households that experience certain housing problems and have incomes low enough to qualify for HUD's programs (primarily 30, 50, and 80 percent of median income). Housing need may further be understood by looking at the overlay of housing problems among different types of households, such as the elderly, disabled, minorities, and different household types. While the CHAS data include households in the 80-100% AMI, HUD entitlement funding typically does not serve this group, so much of the discussion below is focused on persons and households with incomes of up to 80% AMI. But the County does provide first-time homebuyer assistance with non-federal funds for households with incomes from 81% to 120%.

In addition to estimating low-income housing needs, the CHAS data suggest market analysis trends and patterns by providing information on lead paint risks, "affordability mismatch", and the interaction of affordability data with variables like age of homes, number of bedrooms, and type of building. Not surprising, lower income renters generally fare worse than lower income owners, notwithstanding some anomalies in which low-income owners do worse and in other cases where the numbers are almost equal. Extremely low-income owners (incomes up to 30% AMI) who are also large family owners and elderly homeowners face a slightly greater cost burden than their renter counterparts. Lower income owners are slightly higher in number than lower income renters. But then again, owners comprise about 60% of the occupied housing stock (countywide).

[Please note HUD Area Median Family Income (HAMFI) is not the same as Census-defined median income. HAMFI is computed on a HUD formula and the Census-defined median income is the midpoint of all family incomes ranked from the lowest to the highest at a certain point in time — April 1999 for 2000 census data.]

Demographics	Base Year: 2000	Most Recent Year: 2011	% Change
Population	435,646	439,078	1%
Households	157,906	159,935	1%
Median Income	\$0.00	\$0.00	

**Table 5 - Housing Needs Assessment Demographics**

**Data Source:** 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)



## Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households *	18,240	17,295	26,745	15,820	81,875
Small Family Households *	4,474	5,630	10,135	6,925	45,600
Large Family Households *	1,604	2,005	3,269	1,537	7,360
Household contains at least one person 62-74 years of age	3,920	3,889	5,563	3,292	14,949
Household contains at least one person age 75 or older	4,529	3,542	3,742	1,763	5,839
Households with one or more children 6 years old or younger *	2,922	3,200	4,632	2,200	7,258
* the highest income category for these family types is >80% HAMFI					

**Table 6 - Total Households Table**

**Data Source:** 2007-2011 CHAS

## Housing Needs Summary Tables

### 1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	525	225	200	35	985	60	80	69	60	269
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	759	635	580	284	2,258	45	84	205	139	473
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	950	905	909	304	3,068	135	258	807	263	1,463
Housing cost burden greater than 50% of income (and none of the above problems)	5,800	2,793	855	115	9,563	4,275	3,260	4,150	1,905	13,590
Housing cost burden greater than 30% of income (and none of the above problems)	834	2,905	5,809	1,115	10,663	1,145	988	2,939	2,478	7,550

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Zero/negative Income (and none of the above problems)	739	0	0	0	739	494	0	0	0	494

**Table 7 – Housing Problems Table**

Data 2007-2011 CHAS  
Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Having 1 or more of four housing problems	8,040	4,543	2,545	734	15,862	4,505	3,680	5,245	2,365	15,795
Having none of four housing problems	1,724	4,335	10,500	5,629	22,188	2,735	4,713	8,459	7,095	23,002
Household has negative income, but none of the other housing problems	739	0	0	0	739	494	0	0	0	494

**Table 8 – Housing Problems 2**

Data 2007-2011 CHAS  
Source:

### 3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	3,199	2,868	2,833	8,900	835	1,303	3,559	5,697
Large Related	1,113	760	620	2,493	402	610	1,360	2,372
Elderly	2,252	1,032	914	4,198	3,420	1,965	1,851	7,236
Other	2,190	2,009	2,740	6,939	928	609	923	2,460
Total need by income	8,754	6,669	7,107	22,530	5,585	4,487	7,693	17,765

**Table 9 – Cost Burden > 30%**

Data 2007-2011 CHAS  
Source:

### 4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	2,809	1,318	310	4,437	780	1,164	2,145	4,089
Large Related	879	330	75	1,284	383	560	880	1,823
Elderly	1,809	544	195	2,548	2,465	1,293	1,002	4,760
Other	2,040	814	305	3,159	829	460	539	1,828
Total need by income	7,537	3,006	885	11,428	4,457	3,477	4,566	12,500

**Table 10 – Cost Burden > 50%**

Data 2007-2011 CHAS  
Source:

## 5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	1,664	1,365	1,119	404	4,552	170	172	796	367	1,505
Multiple, unrelated family households	55	179	280	169	683	0	174	168	35	377
Other, non-family households	95	90	95	45	325	10	0	50	0	60
Total need by income	1,814	1,634	1,494	618	5,560	180	346	1,014	402	1,942

**Table 11 – Crowding Information - 1/2**

Data Source: 2007-2011 CHAS

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present								

**Table 12 – Crowding Information – 2/2**

Data Source:  
Comments:

**Describe the number and type of single person households in need of housing assistance.**

**Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.**

**What are the most common housing problems?**

See above Summary of Housing Needs.

**Are any populations/household types more affected than others by these problems?**

See above Summary of Housing Needs.

**Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of**

**either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance**

The January 2011 homeless count found a total of 149 families with children:

The majority of homeless families in the county are sheltered. Of the 149 family households counted, 112 (75%) were living in shelters. While there were 37 unsheltered families, only 2 of these were observed on street. The remaining 35 were in cars, RVs or encampments.

The low numbers of unsheltered homeless families reflects the County's ongoing commitment to preventing family homelessness and its investment in programs targeting families with children, such as the Motel Voucher Program, Inclement Weather Voucher Program, and the Rapid Re-Housing Program formerly funded with HUD HPRP funds and now continuing using ESG.

The 2011 data on homeless families is consistent with the experience of San Mateo County service providers who observe that homeless families with children rarely live on the streets and are much more likely to reside in shelters or cars. Many families with children also live in places that do not meet the HUD standard of homelessness (i.e. they are living temporarily with friends or families) yet they are very precariously housed.

**If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:**

Not available.

**Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness**

Homelessness and poverty are inextricably linked. Homelessness results from a complex set of circumstances that require people to choose between food, shelter, and other basic needs. A lack of decent affordable housing, especially linked with supportive services, has contributed to an increased risk of homelessness. These services may include lack of affordable health care, and programs that address affordable child care, education and training, domestic violence, mental health, and substance addiction. A toxic combination of unstable low or no income, dependency on illegal substances, coupled with lack of a stable social support network is linked directly to instability and an increased risk of homelessness.

## **Discussion**

Housing is all-encompassing and whether it's seen within a political, bureaucratic, or personal context, housing advocates feel strongly that only a concerted effort to tie seemingly disparate elements – ensuring jobs that pay a living wage, maintaining adequate support for those who cannot work, providing affordable housing and access to health care and other services, all operating within a sustainable environment – will result in stable housing and an end to homelessness.

## **NA-15 Disproportionately Greater Need: Housing Problems - 91.405, 91.205 (b)(2)**

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### **Introduction**

This section assesses the CHAS-defined housing problems of lower income and racial/ethnic groups within the Urban County. Housing problems are defined by one or more of the following four measures: 1) Lacks complete kitchen facilities; 2) Lacks complete plumbing facilities; 3) More than one person per room; 4) Cost Burden greater than 30%. Housing problems are distinguished from severe housing problems, in that the latter is measured by housing which meets the first two criteria of housing problems but with greater overcrowding and cost burden: More than 1.5 persons per room; and Cost Burden over 50%. (Severe housing problems are discussed in the next section NA 20.)

Countywide racial/ethnic breakdowns of population are also provided in the tables below. Incidences of housing need may be more pronounced either in the Urban County or Countywide, and as such the Countywide contextual data is provided as backdrop. In 2010, the County's three largest racial and ethnic groups were: non-Hispanic Whites (42.3%); Latinos (25.4%); and Asians (24.5%). African Americans made up only 2.6% of the population, having dropped in absolute numbers and percentage from a decade earlier. Since 2000, whites no longer comprise the long-held majority.

A summary of the three lower income categories from 0 to 80% AMI is attached as a companion table. This shows the relative impact of housing problems reported by these respective households, and provides an interesting comparison to the Countywide population distribution. This table indicates that of the three largest racial/ethnic groups, lower income whites and Asians report a lower rate of CHAS-defined housing problems in relation to its population percentage while African-Americans and Hispanics report a higher incidence. But nowhere is the incidence at least 10 percentage points above their proportion of the total population. Nevertheless a note of concern is that lower income minorities traditionally seen as disfranchised from American society, do tend to experience slightly higher incidences of housing problems.



### 0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	14,530	2,470	1,235
White	6,464	1,634	679
Black / African American	880	35	75
Asian	2,455	309	304
American Indian, Alaska Native	65	0	0
Pacific Islander	120	4	0
Hispanic	4,315	433	108

**Table 13 - Disproportionally Greater Need 0 - 30% AMI**

Data Source: 2007-2011 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

### 30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	12,110	5,174	0
White	5,194	2,934	0
Black / African American	648	190	0
Asian	1,675	629	0
American Indian, Alaska Native	44	29	0
Pacific Islander	290	50	0
Hispanic	4,153	1,274	0

**Table 14 - Disproportionally Greater Need 30 - 50% AMI**

Data Source: 2007-2011 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

### 50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	16,555	10,185	0
White	7,199	6,140	0
Black / African American	745	310	0
Asian	3,249	1,459	0
American Indian, Alaska Native	15	20	0
Pacific Islander	250	55	0
Hispanic	4,563	1,980	0

**Table 15 - Disproportionally Greater Need 50 - 80% AMI**

Data Source: 2007-2011 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

### 80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	6,690	9,125	0
White	3,250	5,975	0
Black / African American	155	155	0
Asian	1,605	1,465	0
American Indian, Alaska Native	15	14	0
Pacific Islander	50	120	0
Hispanic	1,462	1,120	0

**Table 16 - Disproportionally Greater Need 80 - 100% AMI**

Data Source: 2007-2011 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

### Discussion

Discussion included in Introduction above.

## NA-20 Disproportionately Greater Need: Severe Housing Problems - 91.405, 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

This section examines severe housing problems, defined as housing with the following four characteristics: 1) Lacks complete kitchen facilities; 2) Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%. As noted earlier, the severity is evidenced by the greater incidence of overcrowding and cost burden of lower income residents. No lower income racial group exceeds 10% percentage points of their relative proportion in the County, but lower income Latinos come very close at just under the 10% threshold.

### 0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	12,560	4,445	1,235
White	5,364	2,734	679
Black / African American	705	205	75
Asian	2,220	540	304
American Indian, Alaska Native	45	20	0
Pacific Islander	120	4	0
Hispanic	3,884	883	108

**Table 17 – Severe Housing Problems 0 - 30% AMI**

Data Source: 2007-2011 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

### 30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	8,230	9,054	0
White	3,149	4,989	0
Black / African American	259	579	0
Asian	1,229	1,074	0
American Indian, Alaska Native	44	29	0
Pacific Islander	250	90	0
Hispanic	3,238	2,199	0

**Table 18 – Severe Housing Problems 30 - 50% AMI**

Data Source: 2007-2011 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

### 50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	7,790	18,950	0
White	3,114	10,195	0
Black / African American	155	915	0
Asian	1,739	2,964	0
American Indian, Alaska Native	0	35	0
Pacific Islander	205	99	0
Hispanic	2,338	4,195	0

**Table 19 – Severe Housing Problems 50 - 80% AMI**

Data Source: 2007-2011 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

## 80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,090	12,715	0
White	1,140	8,090	0
Black / African American	80	230	0
Asian	885	2,190	0
American Indian, Alaska Native	15	14	0
Pacific Islander	50	120	0
Hispanic	887	1,680	0

**Table 20 – Severe Housing Problems 80 - 100% AMI**

Data Source: 2007-2011 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

## Discussion

As noted in the NA 15 Introduction, while the data do not evidence a disproportionate housing problems distinctly by race, lower income minorities do tend to experience slightly higher incidences of housing problems.

## NA-25 Disproportionately Greater Need: Housing Cost Burdens - 91.405, 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

This section examines housing cost burden on various lower income persons categorized by race. The HUD table below is enhanced by an additional table that appends data on the relative distribution of the racial groups and compares the data with the 2010 countywide racial percentages. (It is unclear if the HUD data separates out Hispanics as a discrete group or presents them as an overlay number, but this analysis will assume the former). The percentage of lower income cost-burdened Whites (53.8%) exceeded its countywide proportion (42.3%) by more than 10 percentage points. Lower income Hispanics showed an under-representation (22.5% versus 24.5%). In San Mateo County, the need for affordable housing appears more an income issue than race-related issue.

### Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	30,489	20,266	26,000	1,335
White	59,580	18,110	14,295	722
Black / African American	2,074	1,393	1,079	115
Asian	17,990	7,143	6,100	309
American Indian, Alaska Native	144	70	83	0
Pacific Islander	659	260	495	0
Hispanic	12,420	6,624	6,959	118

**Table 21 – Greater Need: Housing Cost Burdens AMI**

Data Source: 2007-2011 CHAS

### Discussion

Again as noted in the Introduction, the need for affordable housing seems more an issue associated with income (or lack thereof) than with race or ethnic group.

## **NA-30 Disproportionately Greater Need: Discussion - 91.205 (b)(2)**

**Are there any income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?**

As noted in the earlier NA 15 through NA 25 sections, no one racial or ethnic group stands out as having a disproportionate need, defined as 10%+ over their relative proportion in the population. That said, Latinos and African Americans do exhibit a slightly higher (though less than 10% differential) proportion of need.

**If they have needs not identified above, what are those needs?**

If an understanding of housing problems is to be gleaned through Census reporting and surveys, then an issue may be under-reporting, especially in lower income immigrant households and communities that do not claim a fluent command of English and a trust of government. The true incidence of housing problems may be higher than what Census data suggest, but this is difficult to ascertain other than through anecdotal information provided by service providers.

**Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?**

Two communities or geographic areas stand out as distinctly low-income minority areas: the City of East Palo Alto and the North Fair Oaks community, the latter located in the Unincorporated County in the Redwood City sphere of influence. A third low income minority community would be pockets in Pescadero, a rural expanse marked by farming activities and incidences of a low income population comprising predominantly Latino farmworkers and their families. Also while technically not part of the Urban County, the City of Daly City in the northern county houses a significant Asian working class population.

## NA-35 Public Housing - 91.405, 91.205 (b)

### Introduction

The Housing Authority of the County of San Mateo owns and operates three housing developments totaling 240 units: (1) Midway Village: 150 units of family housing in Daly City; (2) El Camino Village: 30 units of family housing in Colma; and (3) Half Moon Village: 60 units of senior housing in Half Moon Bay.

Two of the three projects – Midway Village and Half Moon Village - currently receive 100% project-based Section 8 vouchers. This arrangement essentially guarantees a predictable revenue stream that will financially sustain operations over the long-term, versus receiving public housing operating funds, which can be erratic at best and more recently have been drastically dwindling. The Housing Authority had applied for and received permission from HUD to transfer Midway Village to a newly-formed HA-owned nonprofit, SAMCHAI. This transfer is expected to be consummated in Spring 2013, thus legitimizing its project-based vouchers, which has already occurred in accordance with HUD public housing disposition regulations.

In an effort to leverage its assets, the Housing Authority is implementing an audacious plan to redevelop the Half Moon Village site. The Half Moon Bay Senior Campus Plan calls for the creation of 200 new units, resulting in a net increase of 140 units, as this plan also requires the eventual demolition of the 60 units. (Existing tenants will be offered new units in the plan site.) Discussed in more detail in a later section, this plan involves partnerships with two nonprofit housing developers, responsible for the actual redevelopment.

### Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	97	27	3,474	1	3,470	0	2	0

Table 22 - Public Housing by Program Type



\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

## Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project - based	Tenant - based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	15,991	33,726	19,085	16,236	19,082	0	21,515
Average length of stay	0	8	7	7	0	7	0	0
Average Household size	0	2	3	2	6	2	0	4
# Homeless at admission	0	1	1	1	0	1	0	0
# of Elderly Program Participants (>62)	0	34	5	839	0	839	0	0
# of Disabled Families	0	12	4	628	0	628	0	0
# of Families requesting accessibility features	0	97	27	3,474	1	3,470	0	2
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

**Table 23 – Characteristics of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

## Race of Residents

Race	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	56	14	1,836	1	1,834	0	1	0
Black/African American	0	39	5	1,110	0	1,108	0	1	0
Asian	0	1	8	380	0	380	0	0	0
American Indian/Alaska Native	0	0	0	37	0	37	0	0	0
Pacific Islander	0	1	0	109	0	109	0	0	0
Other	0	0	0	2	0	2	0	0	0
<b>*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition</b>									

**Table 24 – Race of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

## Ethnicity of Residents

Ethnicity	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	45	9	957	1	955	0	1	0
Not Hispanic	0	52	18	2,516	0	2,514	0	1	0
<b>*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition</b>									

**Table 25 – Ethnicity of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

**Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:**

According to the Housing Authority, the most commonly accessible features requested by applicants are ground floor units and grab bar in bathrooms. The needs of current public housing tenants are being met through the 10% of units that are fully accessible.

**What are the number and type of families on the waiting lists for public housing and section 8 tenant-based rental assistance? Based on the information above, and any other information available to the jurisdiction, what are the most immediate needs of residents of public housing and Housing Choice voucher holders?**

As of January 15, 2013, 1,209 families were on the waiting list for public housing, and other 511 for Housing Choice Vouchers, the latter also known as Section 8 tenant-based rental assistance. The Housing Choice Voucher wait list appears relatively low because the Housing Authority's current policy is creating a wait list that can be exhausted in three years' time. The Housing Authority opened its application period for Section 8 Housing Choice Vouchers for one week in July 2008, and received about 23,000 applications. HA developed a lottery in September 2008 to establish a new wait list of 3,600 applicants (for an estimated 3-year turnover period).

The January 2013 statistics above indicate that those on the waiting list for public housing represent about 50% elderly/disabled, and 50% either families or unknown. In terms of the Section 8 wait list, about 27% are seniors/disabled, and the rest, or 73%, families or unknown.

Given the hot rental market of late, Section 8 voucher holders are experiencing difficulty in both finding landlords willing to accept Section 8 participants and securing affordably priced units. Rather than calculating rental subsidies based on the difference between a qualified family's income and the rent of the qualified unit, HA uses a tiered subsidy table (TST) to determine subsidy amount. The TST works much like an income tax table and results in the family knowing exactly how much subsidy they will get as they search for a unit that meets both HA housing quality standards and rent reasonableness criteria. Regardless, the current market conditions preclude easy access to desirable and affordable housing.

**How do these needs compare to the housing needs of the population at large**

The most immediate needs are safety, security, and good educational opportunities for residents' children, and availability of transportation to enable residents to travel to/from work and school. These needs are the same as the needs of any other population group whether in subsidized housing or not. The HA complexes provide adequate security for all residents (restricted access, good lighting, and security cameras). Neighborhood-serving amenities exist nearby all three complexes, including elementary, middle, and high schools, and supermarkets. El Camino Village in particular is centrally located on El Camino Real, a major north-south thoroughfare providing public transit accessibility such as buses, BART, and easy freeway access.

## Discussion

The Housing Authority is proud of its accomplishments, partially owing its success to its Moving to Work (MTW) status which allows certain operational latitudes not afforded a conventional housing authority without the MTW status. The following is excerpted from the HA's draft MTW Annual Plan for FY 2014:

The Housing Authority of the County of San Mateo (HACSM) is committed to increasing affordable housing choices for families, promoting the self-sufficiency of program participants, and developing administrative efficiencies. The flexibilities of the MTW program have allowed HACSM to collaborate with many community stakeholders to further support the residents of San Mateo County through program re-design and innovation.

Increasing Affordable Housing Choices – In 2011 HACSM received approval to remove Midway Village from Public Housing status. At the same time, replacement vouchers were issued to all residents so that they could choose to remain in their current unit at Midway or they could choose to move elsewhere using their voucher. This transition to project-based vouchers has now been successfully completed. Also, HACSM used its “block-grant” funding status to create two new rental subsidy programs, Provider-Based Assistance or PBA, for victims of domestic violence (15 units) and for persons re-entering society after a period of incarceration and who are receiving addiction treatment and other supportive services (16 units). Both programs are well on their way to full utilization and an expansion of the program is under development. Finally, HACSM has implemented a number of rent reform initiatives that enable families to look for a broader range of rental units located over a wider geographic area.

Promoting Self-Sufficiency – Implementing this goal has resulted in families utilizing the program for homeownership, increasing their income potential through education and employment advancement, and personal growth and increased financial understanding. HACSM has expanded the self-sufficiency program to include a provision of monetary rewards for participants who complete educational goals as well as increase their credit scores and savings, all of which are acknowledged to be challenging areas for someone striving to be self-sufficient.

Increasing self-sufficiency was also a main goal in the creation of HACSM's Housing Readiness Program. In collaboration with stakeholders from the County's “Ten-Year Plan to End Homelessness,” HACSM entered into contracts with homeless advocates and shelter providers to complement their case management services with housing assistance for a period of three years.

Developing Administrative Efficiencies – HACSM has re-designed the processes for both initial and on-going eligibility determinations, easing the burden on both participants and Housing Authority staff and increasing the timeliness of the process. Re-certifications for households that are elderly or disabled have been changed to biennial schedules. HACSM has also moved to a biennial schedule for inspections of all subsidized units, with the provision that all units at all times must continue to meet HUD Housing Quality Standards. HACSM is in the fourth year of a major rent-reform program known as TST (Tiered

Subsidy Table) which greatly simplifies the calculation of rental subsidies and gives participants immediate knowledge of the amount of subsidy for which they are eligible.

## **NA-40 Homeless Needs Assessment - 91.405, 91.205 (c)**

### **Introduction:**

The County's efforts to address homelessness arose from a tradition of collaboration. The County's Continuum of Care (CoC) Collaborative began with the formation of a blue ribbon Commission on Homelessness by the County Board of Supervisors, in response to issues raised by the Hunger and Homeless Action Coalition. The Commission, with broad representation from public, private and community-based organizations, issued an action report in August 1991. In 1992, recognizing that homelessness was a growing problem, and consistent with recommendations in the action report, the County created the Center on Homelessness, at that time, associated with the Office of Housing in the County's Human Services Agency. In 2005, when the County formed a separate Department of Housing, the Center on Homelessness stayed with the Human Services Agency. Charged with coordinating and developing resources and policy to stem and address homelessness, the Center on Homelessness staffs the Continuum of Care (CoC) Collaborative, the clearinghouse and conduit for making annual funding applications for McKinney-Vento Act HUD funds. The County's Homeless CoC Collaborative includes non-profit service providers, elected officials, homeless persons, city, county and foundation staff, neighborhood association members and others.

In 2006, the County issued the HOPE Plan (Housing Our People Everywhere), the 10-year plan to prevent and end homelessness in the County. It noted: Every year in San Mateo County an estimated 4,000 children, men and women are homeless and another 26,000 are just one paycheck or medical emergency away from losing their home. People who are homeless struggle to meet basic human needs like food and clothing. They face significant barriers to participation in the workforce and in community life. The human and financial costs of homelessness are enormous and are not only borne by those in crisis, but also by our entire community in the form of diminished community well-being including the financial burden of paying for emergency and social services that generally do not end homelessness for those served.

Still the County's blueprint, the HOPE Plan recommended a "housing first" strategy, reflective of the successes of other communities. Housing first calls for increasing the supply of permanent affordable and supportive housing for homeless persons and developing strategies to help them move into housing as rapidly as possible. The second strategy called for preventing homeless individuals and families from falling into homelessness by offering assistance to maintain and stabilize them in their housing.

Data in the table below are from the January 2011 point-in-time (PIT) survey. The results of PIT survey conducted in January 2013 are still being assessed and will not be completed in time for this ConPlan release.

**If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):**

San Mateo County's CoC does not currently track data on the number of people entering and exiting homelessness each year, or the total number of days people experience homelessness. In 2012 the CoC worked with the Homeless Management Information System (HMIS) Lead Agency to set up a set of reports that calculate the average length of program stay by different program component (i.e. shelter for singles, shelter for families, transitional housing for singles, transitional housing for families, etc.), broken down by into those who exited to permanent housing versus those who did not. While this does data not capture the entire length of time a person is homeless, it has provided the CoC with a baseline from which to begin assessing the amount of time it takes for a homeless person to become housed. In 2013, the CoC's Performance Measures Subcommittee will begin researching possible methodologies for tracking total length of homelessness. This work will incorporate any further HUD guidance that is issued as a result of the forthcoming HMIS regulations.

**Nature and Extent of Homelessness: (Optional)**

<b>Race:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
White	0	0
Black or African American	0	0
Asian	0	0
American Indian or Alaska Native	0	0
Pacific Islander	0	0
<b>Ethnicity:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
Hispanic	0	0
Not Hispanic	0	0

Data Source

Comments:

## **Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.**

Families With Children. The January 2011 homeless count found a total of 149 families with children:

The majority of homeless families in the county are sheltered. Of the 149 family households counted, 112 (75%) were living in shelters. While there were 37 unsheltered families, only 2 of these were observed on street. The remaining 35 were in cars, RVs or encampments.

The low numbers of unsheltered homeless families reflects the County's ongoing commitment to preventing family homelessness and its investment in programs targeting families with children, such as the Motel Voucher Program, Inclement Weather Voucher Program, and the Rapid Re-Housing Program formerly funded with HUD HPRP funds and now continuing using ESG.

The 2011 data on homeless families is consistent with the experience of San Mateo County service providers who observe that homeless families with children rarely live on the streets and are much more likely to reside in shelters or cars. Many families with children also live in places that do not meet the HUD standard of homelessness (i.e. they are living temporarily with friends or families) yet they are very precariously housed.

Veteran Families. The 2011 homeless count estimated that 12% of homeless people in San Mateo County were Veterans. The unsheltered homeless people were more likely to be Veterans than those who were sheltered. Among the unsheltered homeless people surveyed, 13% were Veterans, including those who served in the U.S. Armed Forces and/or in the National Guard or as Reservists. Among the sheltered people counted, 10% were veterans.

No data is available on the number of homeless veterans who have families or the number of homeless families who have at least one adult that is a veteran. Two providers in San Mateo County have recently received SSVF grants from the Veterans Administration to provide rapid re-housing and homelessness prevention assistance to veterans and veteran families.

## **Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.**

Unsheltered Homeless People. As part of the homeless count conducted in January 2011, the San Mateo County CoC included a Homeless Survey. The survey consisting of interviews with a representative sample of 177 unsheltered homeless people conducted over a two-week period, February 3 and February 17, 2011. Homeless people who were interviewed were asked to respond to a one-page questionnaire on demographic information, as well as information about how long and how many times they have been homeless, and their use of benefits and services. As part of this survey, respondents were asked to identify their racial and ethnic group. The responses are provided in the chart below.Question: Which racial/ethnic group do you identify with the most?



All Homeless People. The racial and ethnic composition of the homeless population (sheltered and unsheltered combined) was 40% White, 22% Black or African-American, 21% Latino, 5% Hawaiian or Pacific Islander, 3% Asian, 3% American Indian or Alaska Native, 5% multiple races, and 1% other or declined to state. This data reveals that several racial groups are over-represented among homeless people in San Mateo County. African Americans represent only 3% of the total County population, yet are 22% of the homeless population. Many of the African Americans in San Mateo County live in the south county communities of East Palo Alto and Redwood City, which have a disproportional number of homeless people. Note that this data reflects the county-wide homeless population. Racial and ethnic data broken down by jurisdiction is not available.

### **Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.**

The 2011 point-in-time homeless census determined that there were 2,149 homeless people in San Mateo County on the night of January 26, 2011 comprised of:

- 1,162 unsheltered homeless people (living on streets, in vehicles, in homeless encampments) and,
- 987 sheltered homeless people (in emergency shelters, transitional housing, motel voucher programs, residential treatment, jails, and hospitals).

The results of the 2011 unsheltered homeless survey indicated that the typical unsheltered homeless person in San Mateo County is a single man with at least one disability. At least 97% of the unsheltered homeless adults surveyed were single individuals or couples who are not living with children, 67% were men, and 79% had at least one disability. The most commonly cited disabilities were alcohol or drug problems (56%), chronic health problems (43%), physical disability (32%), mental illness (28%) and post-traumatic stress disorder (21%). [Multiple responses allowed.]

The population of sheltered homeless people looks somewhat different than the unsheltered population. While this population is still predominantly single and male, there is a greater representation of families. Of the homeless adults living in shelters, transitional housing and institutional settings, 21% are in families with children, compared to only 3% of the unsheltered adults. Sheltered adults were 63% male and 37% female. Levels of disability are also somewhat lower among the sheltered population compared to the unsheltered population: only 15% reported having a mental illness, 12% chronic substance use, 7% chronic health conditions, and 3% physical disabilities.

### **Discussion:**

People become homeless primarily because they are poor and lack a sustainable support system. The shortage of affordable housing, especially supportive housing for vulnerable populations with links to health, mental health, substance-abuse, housing, vocational and social services programs can effectively destabilize households. Housing is the single most expensive item in most household budgets. People with limited incomes, including many people who work full-time, struggle to afford housing, food,

clothing, child care, health care, and other basic necessities. In addition to limited incomes, a high proportion of people who become homeless also face challenges such as mental illness, alcohol and drug use problems, physical health problems, family separation, and limited social support systems. Some have been victims of physical or sexual abuse. A disproportionate number of people without homes are racial and ethnic minorities, veterans, foster youth, and people with criminal justice involvement.

Homelessness can be divided into three types:

- 1) **Situational or transitional homelessness:** This results because of uncontrollable circumstances such as losing a job, loss of a bread-winner with no effective safety net support system.
- 2) **Episodic homelessness** is often the result of patterns of behavior and of relationships, and may be the result of domestic violence and other life trauma events, including severe episodes of depression.
- 3) **Chronic homelessness** is defined as either living in shelters or public places for at least the past year, or having had at least four episodes of homelessness in the past three years. For many persons caught in this cycle of despair and hopelessness, addiction becomes ever more severe.

Though not classified as homeless, at-risk of homelessness is a critical component of the larger homeless spectrum. This refers a situation in which persons are in imminent danger of losing their present housing due to a sudden change in their housing tenure or their life situation. Factors contributing to their at-risk status may include one or more of the following: the household receiving an eviction notice; pending foreclosure proceedings on the household's rental housing; sudden and significant loss of income for the household with no financial means of immediately securing alternative permanent housing.; living in an environment that may jeopardize their recovery from substance use (ie, due to their proximity to other active substance users or drug transactions).

## **NA-45 Non-Homeless Special Needs Assessment - 91.405, 91.205 (b,d)**

### **Introduction**

Certain population groups are especially susceptible to the vagaries and vicissitudes of the economy. The double whammy of social and economic factors conspires to compromise their ability to sustain stabilized living situations. Stable housing requires the availability of decent affordable housing tailored to their needs, including service-enriched housing in which the services are offered as a condition to reside in the transitional facility or services that residents can voluntarily participate in as needed as part of living in transitional or permanent housing.

### **Describe the characteristics of special needs populations in your community:**

These at-risk groups comprise seniors/frail elderly, persons with disabilities (mental, physical, developmentally), persons with HIV/AIDS and their families, unaccompanied or emancipated youth, victims/survivors of domestic violence, and the re-entry population/parolees.

San Mateo's population is aging. Between 2000 and 2010, according to the Census the overall median age increased from 36.8 to 39.3 years, and the absolute number of persons 65+ years increased from 88,085 to 96,262 persons, a 9.3% increase. In this older group, the age strata that showed the largest increases over the decade were those at the youngest (65 - 66 years) and oldest (85+years) sides of the spectrum, at respectively 32% and almost 35% growth. Aging in place, an important component to maintaining housing stability, needs to be accompanied by an array supportive services along a continuum associated with independent living, assisted living and licensed skilled nursing.

The Census defines disability as a lasting physical, mental, or emotional condition that makes it difficult for a person to conduct daily activities of living or impedes him or her from being able to go outside the home alone or to work. The 2010 3-Year American Communities Survey indicated that some 56,146 persons fit this definition, representing 7.9% of the population. Needs of other special needs are enumerated in the next section.

### **What are the housing and supportive service needs of these populations and how are these needs determined?**

Seniors and Persons with Disabilities. County Aging and Adult Services provides a range of services designed to keep seniors and people with disabilities living safely and as independently as possible in the community. The Area Agency on Aging contracts for services with other County agencies, cities and community-based organizations to provide needed services to approximately 14,000 people, who are at least 60 years of age. These services comprise: Adult Day/Adult Day Health Care; Congregate Nutrition; Home Delivered Meals; Transportation; Caregiver support and respite; Alzheimer's Day Care Resource Centers; Legal assistance ; HICAP (Health Insurance Counseling and Advocacy Project); Case management programs (underserved populations e.g., monolingual and geographically isolated); Ombudsman; Health promotion/disease prevention; Senior employment.

Persons with HIV/AIDS. The County's STD/HIV Program through the County's Health Department provides an array of services for residents with HIV+. Three clinics, located in north, central, and south County, provide the following services: primary medical care, psychiatric care, medical case management, partner services, benefits counseling, medication adherence/nutritional counseling, drug and alcohol treatment, syringe exchange, dental services, good services, harm reduction counseling, and emergency financial assistance and housing assistance through the Mental Health Association. An AIDS hospice facility had been developed and since the facility has been transferred to another use, as it became evident persons with HIV/AIDS are surviving and often need services in their homes or associated with other forms of permanent housing.

Unaccompanied Youth. Homeless youth are often in need of more emergency and transitional shelters, independent living programs, and affordable permanent housing programs for homeless youth, and ensure access to existing programs. These needs require policies to ensure that shelter and housing providers support the educational success of youth in their care. The County Human Services Agency and Health Department has identified another unaccompanied "youth" group — the transition-age youth (18 - 24 years old). They are often caught between two systems — their age category marks them as legal adults, yet their personal history of unstable living situations inadequately prepares them for responsible independent living. This group is often in need of affordable housing linked age-appropriate services to help them transition more effectively.

DV Victims/Survivors. The need for services for those who are victims of domestic and family violence often includes safe houses & shelters, transitional housing, and even permanent housing linked with counseling services, access to legal services, and education about legal rights.

Parolees/Ex-Offenders. Most people convicted of low-level, non-violent offenses will be directed to the county judicial and correctional system to handle. In addition to building a new County jail, the County has been supportive of after-release programs that offer service-enriched transitional housing for men and women that lack other support networks. These programs help to reduce recidivism and the incidence of homelessness among this population group.

**Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:**

The County does not receive funds directly from HUD under the Housing for Persons with AIDS (HOPWA). The County receives these funds through its participation in the San Francisco Eligible Metropolitan Statistical Area (EMSA). Information on the size and characteristics of persons with HIV/AIDS will be reported by San Francisco. County historical information dating to 2000 noted: For the year 2000, there are projected to be only 18 new AIDS diagnoses and 627 persons living with AIDS in San Mateo County. There are an estimated 2,500 to 3,500 people infected with HIV in the county.

**Discussion:**

Special needs persons and households are a vulnerable population. Many are at-risk for homelessness, especially if they lack an effective supportive network. The County is proactive in encouraging housing developments to carve out a niche for these special needs groups whenever possible.

## **NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)**

### **Describe the jurisdiction's need for Public Facilities:**

The CDBG definition of Public Facilities covers both publicly-owned facilities that serve the public, and facilities that house nonprofit community-based organizations, provided these facilities primarily benefit low and very-low income beneficiaries. Publicly-owned facilities include improvements to public infrastructure like the installation of gutters and sidewalks. Facilities for community-based organizations include renovation of a domestic violence shelter, the construction of a health clinic, and the development of a senior center.

The latter facility type comprises the County's overwhelming need for CDBG funding assistance for Public Facilities. Capital needs of nonprofit service agencies often focus on rehabilitation, but the County is seeing an uptick from agencies requesting funds for property acquisition and new construction, plus related soft costs.

The County's Urban County CDBG Program includes the 16 small cities, as none of them qualify to receive their own individual CDBG allocations, as do the four largest cities. The membership of the 16 small cities helps garner CDBG funding to the County. Given that these cities may often be financially strapped yet need to make accessibility upgrades to their various municipal facilities, the County gives consideration to these partners and their important public facility needs.

### **How were these needs determined?**

The needs are determined through the annual community input meetings to review and determine annual funding objectives for the County's CDBG, HOME, and ESG Notice of Funding Availability (NOFA) in accordance with the County's Citizen Participation Plan. These meetings are held in the fall of each year in preparation for the NOFA issuance in early December.

### **Describe the jurisdiction's need for Public Improvements:**

For public improvements to qualify under the CDBG Program, they need to be able to demonstrate primary benefit to low and very-low income persons or low- and very-low income geographic areas. Normally at least 51% of residents in a geographic service area of the facility must be low income by CDBG definition for the activity to qualify for area benefit. But because the County is considered a high income county, the County qualifies under the "exception criteria", which allows affected jurisdictions to use a lower than 51% low income threshold to determine low-income area benefit. This "exception criteria" is computed by ranking all its census tract block groups from the highest percentage of low income persons to the lowest. If the last block group in the "upper quartile" (top 25% of ranked block groups) is less than 51%, then that percentage is used to qualify activities under area benefit. For San Mateo County, that percentage is 44.85% (versus 51%). A safe harbor indicator would be 45% low income for area benefit. HUD prepares and disseminates these data to local jurisdictions.

Even so, the County must also be cognizant that at least 70% of CDBG dollars must benefit qualified low-income persons. Few geographic areas qualify for low income area benefit. Concentrations of low income areas include the City of East Palo Alto, the Belle Haven section of Menlo Park, and the unincorporated area of North Fair Oaks. As such, publicly-owned public improvements don't generally qualify for CDBG assistance unless they are located in the afore-mentioned geographic areas.

#### **How were these needs determined?**

See above.

#### **Describe the jurisdiction's need for Public Services:**

The category of Public Services is the County's most competitive for CDBG funds. The County's needs for Public Services span the entire gamut of need for low income persons. In accordance with CDBG regulations, only up to 15% of a jurisdiction's annual grant plus 15% of program income (CDBG loan repayments) can be used to assist in the operations of public service programs. The combination of the cap on CDBG for public services plus dwindling annual HUD allocations has made County decision-making increasingly difficult in distributing Public Service dollars for needy programs. Through a public process in accordance with the Citizen Participation Plan, the County has developed Public Service funding objectives with the paramount objective of providing a roof over people's heads and maintaining people in their homes.

#### **How were these needs determined?**

The process of determining the County's need for Public Services is the same as for determining its other needs under the HUD entitlement programs of CDBG, HOME, and ESG – through the annual community input meeting held in the fall of each year to review annual funding objectives in accordance with the Citizens Participation Plan.

# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

In his January 29, 2013 presentation to the Board of Supervisors on the well-being of County residents, the County Manager asserted that the housing affordability index is the most fundamental measure of housing well-being in the state. Given that, San Mateo County continues to be one of the least affordable places to buy a home in California. According to the California Association of Realtors, in the 3rd quarter 2012, the percentage of first-time homebuyers who can afford to purchase a median-priced home was 46%. This compares to the Bay Area average of 57% and the State average of 67%. Only San Francisco's index of 45% was worse than San Mateo County's.

Though mortgage interest rates are currently down, home prices are on the rise, having dipped and fluctuated in recent years. For the quarter ending March 2013, according to the San Mateo County Association of Realtors, the County's median priced single home sold at \$810,000 and its condos/townhomes sold at a median price of \$485,000. These sales statistics represented a price increase of 32.8% and 32.9% respectively from a year ago. The tighter inventory of homes for sale further contributed to the County's supply and demand dynamics. During this period, 669 single family homes were listed compared to 1,165 a year earlier; also another 167 condos/townhomes were listed in the same period versus 355 a year prior.

More affordable mortgage financing has resulted in fewer foreclosures by making refinancing an attractive strategy. The County's foreclosure rate dropped as have the Bay Area and the State overall. Notices of default in the County dropped from 908 to 506 between 3rd quarters 2011 and 2012.

A more robust housing market has reverberated to the rental market. Rents are also up. Interestingly market rents and the HUD Fair Market Rents are at odds with each other. Rental data from RealFacts indicate that for the quarter ending March 2013, a 2-bedroom/1 bath unit is averaging \$2,234 per month, an 8.1% increase from a year ago. Yet the HUD FMR for a 2-bedroom unit is \$1,795 per month, a drop of 5.8% from a year ago.



## MA-10 Housing Market Analysis: Number of Housing Units - 91.410, 91.210(a)&(b)(2)

### Introduction

Data presented directly below cover only the geographic areas of the HOME Consortium. But according to the 2007-2011 American Community Survey (ACS), San Mateo County in its entirety has 270,614 housing units, of which 256,423 are occupied, a 95% occupancy rate. (See attached table.) The HUD data below also represent a 95% occupancy rate. Notwithstanding the two-year offset of the time periods between the ACS data below and on the attached table, the number of units in the HOME Consortium comprises almost two-thirds (62%) of total units in the County.

### All residential properties by number of units

Property Type	Number	%
1-unit detached structure	107,023	63%
1-unit, attached structure	11,760	7%
2-4 units	9,847	6%
5-19 units	18,950	11%
20 or more units	19,106	11%
Mobile Home, boat, RV, van, etc	2,009	1%
<b>Total</b>	<b>168,695</b>	<b>100%</b>

**Table 26 – Residential Properties by Unit Number**

Data Source: 2007-2011 ACS

### Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	602	1%	4,107	7%
1 bedroom	3,161	3%	19,502	33%
2 bedrooms	16,550	16%	20,826	36%
3 or more bedrooms	80,964	80%	14,223	24%
<b>Total</b>	<b>101,277</b>	<b>100%</b>	<b>58,658</b>	<b>100%</b>

**Table 27 – Unit Size by Tenure**

Data Source: 2007-2011 ACS

### Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

The entire County's HOME and about 50% of the CDBG funding are traditionally targeted to housing development and housing rehabilitation to benefit low income households. County HOME and CDBG funds are leveraged with state and other federal programs. As the County does not develop housing

directly, the leveraging is undertaken by housing developers, which must apply for the various other resources, often in a competitive environment. In the past, housing developments combined tax credits with HOME, CDBG, redevelopment set-asides, (now eliminated by the State), State Mental Health Services Act (MHSA) funding, project-based vouchers (under Section 8), and Affordable Housing Program (AHP) funds under the Federal Home Loan Bank. Sometimes the housing development benefited from federal funding under Section 202 (for seniors), or Section 811 (for disabled persons).

In the past five years, the County assisted some 790 units of new construction housing serving families, seniors and special needs (seniors, and mentally ill persons); and another 42 units of acquisition-rehab serving families, and special needs. Under Development are another 312 +/- new construction units, of which 60 will be targeted to homeless vets; and another 49 units acquisition/rehab units serving families.

The County's funding HOME/CDBG objectives for housing is as follows:

#### **Housing Development/Housing Repair and Modification Programs**

1. Development of new housing, acquisition/rehabilitation of existing housing, and conversion of non-housing structures to provide affordable housing, permanent supportive housing, or transitional housing, for Extremely Low (ELI) and Very Low-Income (VLI) individuals, families, and persons with special needs.\* (On-site support amenities are encouraged.) Priority will be given to transit-oriented project applications, which meet the County's *HOPE Plan to Prevent and End Homelessness*. Therefore, two-thirds (2/3) of the Housing Development allocation will be aimed at assisting supportive housing and ELI housing units. A target of at least 50% of the Housing Development allocation will be aimed at assisting permanent supportive housing units for special needs\* populations. (\*Under CDBG regulations, this category includes: abused children, battered spouses, the elderly, adult persons with serious disabilities, the homeless, illiterate persons, and migrant farm workers For County purposes, this category shall also include, but not be limited to, mentally ill persons, emancipated youth, victims of domestic violence, seniors aging in place, persons recovering from substance abuse, persons recently released from jail or prison.)
2. Conversion or rehabilitation of existing structures for the purpose of providing affordable, supportive or transitional housing.
3. Housing repair and modification programs operated by nonprofit agencies that provide cost-effective improvements focusing on health & safety, housing quality standards, and/or access modifications.
4. Rehabilitation of rent-restricted existing multi-family affordable housing.

**Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.**

The California Housing Partnership Corporation (CHPC) is charged with tracking at-risk projects, ie, affordable housing units that may be threatened with market-rate conversion. CHPC specifically tracks the following three types of assisted housing projects, which are structured with one or more of the following financing: (1) a HUD-financed mortgage; (2) a HUD-insured mortgage; and (3) a HUD-executed project based rental assistance. The table, List of At-Risk Properties in San Mateo County, provided by CHPC, lists 739 units at-risk in 8 developments in the County. All receive Section 8 rental assistance. Six of the developments are located in entitlement cities (120 units in Daly City; 168 units in Redwood City; and 28 units in South San Francisco); and two located in the Urban County jurisdiction (94 units East Palo Alto and 102 units Pacifica). CHPC rated all the projects as having a “high” risk level, except for the South Francisco units, which are rated as “very high” for conversion to market rate.

CHPC does not track data from local housing authorities that may have executed project-based vouchers directly with housing developments. To date, many of the San Mateo County Housing Authority-executed project-based voucher contracts are with nonprofit owners or tax credit partnerships in which a nonprofit is the managing general partner. As such, it is felt that all parties have a great incentive to negotiate extensions or renew the project-based commitments.

### **Does the availability of housing units meet the needs of the population?**

No, based on the long waiting lists for affordable units. Two recently constructed housing developments, Trestle Glen Apartments in Colma Unincorporated (119 units), and Peninsula Station (68 units) in San Mateo, each received applications numbering 10 to 12 times the available units. The Housing Authority Housing opened its application period for Section 8 Housing Choice Vouchers for one week in July 2008 and received about some 23,000 applications. From that list, the Housing Authority developed a lottery in September 2008 to establish an active wait list of about 3,600 applications from which it would draw over an estimated three-year period to qualify families for vouchers. As of September 30, 2012, there were still 921 applicants on the wait list. As of March 2013, the Housing Authority is still using this original wait list. Moreover, some 4400 families are on wait lists for various project-based housing.

### **Describe the need for specific types of housing:**

A spectrum of affordable housing types is needed in the County. The County has written its ConPlan CDBG/HOME funded-housing goals broadly to be able to capture both current and emerging needs, with an emphasis on housing for ELI and VLI households:

Development of new housing, acquisition/rehabilitation of existing housing, and conversion of non-housing structures to provide affordable housing, permanent supportive housing, or transitional housing, for Extremely Low (ELI) and Very Low-Income (VLI) individuals, families, and persons with special needs.\* (On-site support amenities are encouraged.) Priority will be given to transit-oriented project applications, which meet the County’s HOPE Plan to Prevent and End Homelessness. Therefore, two-thirds (2/3) of the Housing Development allocation will be aimed at assisting supportive housing

and ELI housing units. A target of at least 50% of the Housing Development allocation will be aimed at assisting permanent supportive housing units for special needs\* populations. (*\* Under CDBG regulations, this category includes: abused children, battered spouses, the elderly, adult persons with serious disabilities, the homeless, illiterate persons, and migrant farm workers For County purposes, this category shall also include, but not be limited to, mentally ill persons, emancipated youth, victims of domestic violence, seniors aging in place, persons recovering from substance abuse, persons recently released from jail or prison.*)

## **Discussion**

Since its inception, the County Department of Housing has been teaming with the City/County Association of Governments to bring together all 21 political jurisdictions in the County to coordinate the development and updating of each jurisdiction's Housing Element, a requirement under State law to assess and to project housing need for all its constituents, and to identify viable housing sites. This collaboration has resulted in the development of the 21Elements website ([www.21elements.com](http://www.21elements.com)), a go-to resource for local governments to share resources, successful strategies and best practices. The collaboration is presently developing projections for the period 2014 – 2022 for regional housing needs. The 21 Elements website conveniently stores housing elements from many of the jurisdictions. These goals provide a framework to guide local jurisdictions in efforts to meet housing demand.

## MA-15 Housing Market Analysis: Cost of Housing - 91.410, 91.210(a)

### Introduction

Section MA 05 indicated that housing costs in the County, especially home purchase prices, are among the highest in the state. The attached *San Mateo County Housing Indicators* for the quarter ending March 2013 provides a snapshot of the housing market conditions in San Mateo County. As noted earlier, housing costs have accelerated in recent months. The median single family home price rose 32.8% from the same period a year ago, while rents increased 8.1% in the same period. San Mateo County continues to be one of the least affordable places to buy a home in California and the nation as a whole. The California Association of Realtors found the percentage of first-time homebuyers who can afford to purchase a median-priced home was 46% (3rd quarter 2012). This compares to the Bay Area average of 57% and the Statewide average of 67% for the same period. Only San Francisco's index of 45% fared worse San Mateo County.

### Cost of Housing

	Base Year: 2000	Most Recent Year: 2011	% Change
Median Home Value	0	0	0%
Median Contract Rent	0	0	0%

Table 28 – Cost of Housing

Data Source: 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	3,648	6.2%
\$500-999	7,178	12.2%
\$1,000-1,499	21,649	36.9%
\$1,500-1,999	14,564	24.8%
\$2,000 or more	11,619	19.8%
<b>Total</b>	<b>58,658</b>	<b>100.0%</b>

Table 29 - Rent Paid

Data Source: 2007-2011 ACS

## Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	2,055	No Data
50% HAMFI	7,068	1,524
80% HAMFI	28,131	3,394
100% HAMFI	No Data	5,567
<b>Total</b>	<b>37,254</b>	<b>10,485</b>

**Table 30 – Housing Affordability**

Data Source: 2007-2011 CHAS

## Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	1,093	1,423	1,795	2,438	2,948
High HOME Rent	1,191	1,334	1,602	1,842	2,035
Low HOME Rent	971	1,040	1,252	1,450	1,620

**Table 31 – Monthly Rent**

Data Source: HUD FMR and HOME Rents

## Is there sufficient housing for households at all income levels?

Clearly the answer is no. As noted in the Introduction above, San Mateo County is one of the least affordable counties in California to purchase a home.

## How is affordability of housing likely to change considering changes to home values and/or rents?

Both home purchase prices and rental rates in this County are on the rise again after a hiatus in which prices dropped or remained stagnant due to the rash of foreclosures sweeping certain parts of the Bay Area and the nation. During that period, while impacted, San Mateo County remained more resilient than many other counties. Now with the uptick in home prices and rents, this phenomenon will exacerbate a household's ability to purchase a home within their affordability range. High home prices and rents will have the effect of forcing workers to commute longer distances to jobs located within this County.

## **How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?**

A rent mismatch exists in the County among HOME rents, FMRs and Market rents. Because of the revised HUD methodology for determining lower incomes and hence affordable rents, some counties like San Mateo County are showing a HUD decrease in income levels, hence a drop in HOME rent levels and the FMRs, but the actual market rents have increased. The table provided above illustrates the counter-intuitive relationship between the 2013 HOME rents (effective June 1, 2013) and the FMRs for a two-bedroom unit on the one hand, and the 2013 market rent on the other.

But given income and rent anomalies in the market, HUD has developed policy that allows for affordable rents in tax credit and tax-exempt bond financed projects not to drop in times when HUD-established lower incomes and FMRs drop. This gives housing operators of such developments a level of assurance that their cash flow expectations will not drop.

But given income and rent anomalies in the market, HUD has developed policy that allows for affordable rents in tax credit and tax-exempt bond financed projects not to drop in times when HUD-established lower incomes and FMRs drop. This gives housing operators of such developments a level of assurance in their cash flow expectations to maintain project operations.

### **Discussion**

In acknowledging that the housing affordability index is the most fundamental measure of housing well-being, the County in 2005 established a separate County department to focus primarily on increasing the supply of affordable housing. While the County cannot contain or affect in a significant way the costs of housing other than perhaps through land use measures, one of the Housing Department's roles is to attempt to broker and facilitate the various interests that come to play in the development of affordable housing toward increasing its overall supply.

## **MA-20 Housing Market Analysis: Condition of Housing - 91.410, 91.210(a)**

### **Introduction**

The housing existing stock in the County (more specifically HOME Consortium) is generally old, with 83% of the ownership stock and 81% of the rental stock 33 years or older. In fact, 23% of the ownership stock and 16% of the rental stock were built in 1950 or before (63+years old). Homes built before 1978 more often than not contained lead-based paint. While the correlation between housing age and housing deterioration condition is not a direct one, it can be safely asserted that older assets tend to need upgrading. For both ownership and rental housing, about two-fifths have a physical condition requiring some kind of improvement.

### **Describe the jurisdiction's definition for "substandard condition" and "substandard condition but suitable for rehabilitation":**

A substandard condition is one that affects the health and safety of a resident's habitability. As defined by California Health and Safety Code, a substandard condition exists to the extent that it endangers the health and safety of its occupants or the public. Following is a list of those conditions:

- Inadequate sanitation.
- Structural hazards.
- Any nuisance which endangers the health and safety of the occupants or the public.
- All substandard plumbing, wiring, and/or mechanical equipment, unless it conformed to all applicable laws in effect at the time of installation and has been maintained in a good and safe condition.
- Faulty weather protection.
- The use of construction materials not allowed or approved by the health and safety code.
- Fire, health and safety hazards (as determined by the appropriate fire or health official).
- Lack of, or inadequate fire-resistive construction or fire-extinguishing systems as required by the health and safety code, unless the construction and/or systems conformed to all applicable laws in effect at the time of construction and/or installation and adequately maintained.
- Inadequate structural resistance to horizontal forces.
- Buildings or portions thereof occupied for living, sleeping, cooking, or dining purposes which were not designed or intended to be used for such occupancies.
- Inadequate maintenance which causes a building or any portion thereof to be declared unsafe.

All of the above can be considered "substandard but suitable for rehabilitation." In terms of the County's housing rehab or County-funded minor home repair programs, all occupants must qualify income-wise.



## Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	39,032	39%	24,575	42%
With two selected Conditions	1,634	2%	3,375	6%
With three selected Conditions	78	0%	269	0%
With four selected Conditions	0	0%	121	0%
No selected Conditions	60,533	60%	30,318	52%
<b>Total</b>	<b>101,277</b>	<b>101%</b>	<b>58,658</b>	<b>100%</b>

**Table 32 - Condition of Units**

Data Source: 2007-2011 ACS

## Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	4,834	5%	3,194	5%
1980-1999	13,317	13%	9,373	16%
1950-1979	60,273	60%	36,882	63%
Before 1950	22,853	23%	9,209	16%
<b>Total</b>	<b>101,277</b>	<b>101%</b>	<b>58,658</b>	<b>100%</b>

**Table 33 – Year Unit Built**

Data Source: 2007-2011 CHAS

## Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	83,126	82%	46,091	79%
Housing Units build before 1980 with children present	3,282	3%	2,583	4%

**Table 34 – Risk of Lead-Based Paint**

Data Source: 2007-2011 ACS (Total Units) 2007-2011 CHAS (Units with Children present)

## Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units			
Abandoned Vacant Units			
REO Properties			
Abandoned REO Properties			

**Table 35 - Vacant Units**

**Data Source:** 2005-2009 CHAS

### **Describe the need for owner and rental rehabilitation based on the condition of the jurisdiction's housing.**

As emphasized earlier, the County's housing stock is old. Statistics provided herein overlaying the age with condition of the housing suggest the need is great for both owner and rental rehabilitation. Toward this end, the County administers both a major housing rehab revolving program for owners and renters. The County also provides CDBG funding to several nonprofit agencies that provide minor home repairs free of charge, including accessibility retrofits, for low income homeowners. All beneficiaries of these County or County-funded programs must be low income.

### **Estimate the number of housing units within the jurisdiction that are occupied by low or moderate income families that contain lead-based paint hazards. 91.205(e), 91.405**

The County Department of Health is responsible for responding to LBP cases. It does not maintain data on housing units with LBP hazards occupied by low and moderate income families. But it does maintain a database of LBP assessments of homes resulting from a reported elevated lead blood level in a child living in one the properties or from a complaint. In 2011-2012, the County Health Department assessed 34 homes, of which 24 involved a child with reported elevated lead blood levels.

## **Discussion**

Given shrinking CDBG and HOME resources, the County must be smart in leveraging its resources to maintain an aging housing stock that has fallen into disrepair due to circumstances of poverty. One such initiative involves the use of settlement funds from a LBP lawsuit. One effort involves better coordination, including marketing, of the various minor home repair programs to ensure that the entire County is adequately covered. Another initiative involves the efficient use of funds from a LBP lawsuit settlement funds; the Departments of Environmental Health and Housing have been working to craft procedures in which the funds may be used in conjunction with the Housing Department's rehab program funds.

## MA-25 Public And Assisted Housing - 91.410, 91.210(b)

### Introduction

The Housing Authority of the County of San Mateo is one of 30 Moving to Work (MTW) public housing agencies in the county authorized by HUD to operate with more flexibility than a standard public housing agency. Moving to Work (MTW) started out as a demonstration program for public housing authorities (PHAs) that provide them the opportunity to design and test innovative, locally-designed strategies that use Federal dollars more efficiently, help residents find employment and become self-sufficient, and increase housing choices for low-income families. MTW gives PHAs exemptions from many existing public housing and voucher rules and more flexibility with how they use their Federal funds.

The County HA currently owns three developments, a 30-unit family public housing project, El Camino Village, in Colma. It owns two other developments which are operated with project-based vouchers. They are 60 units of senior housing at Half Moon Village, and 150 units of family housing at Midway Village in Daly City. According to its Moving to Work Annual Plan for FY 2014, the Housing Authority currently serves over 4,600 households under the Housing Choice Voucher, Moderate Rehabilitation, Family Unification, VASH, Shelter Plus Care, and Supportive Housing Programs. The table below lists the number of allocated units under each program:

In addition to the above County HA-assisted units, the City of South San Francisco Housing Authority independently owns and operates a single 40-unit development.

### Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available	0	103	179	4,170	0	4,170	6	528	0
# of accessible units									
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 36 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

**Describe the supply of public housing developments:**

**Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:**

See Introduction for description and location of the Housing Authority's three developments totaling 240 units. Technically only one development is classified as public housing, 30 units at El Camino Village. This was built in 2000 and has undergone recent renovation since then to correct for water proofing work. Half Moon Village, 60 units of senior housing will soon be redeveloped as part of a larger senior campus plan in Half Moon Bay. The 60 units will be eventually replaced by 160 units, developed by Mid-Peninsula Housing Coalition, with tax credits and other subsidies. Currently another 40 units are under construction and will be used as partial relocation housing for seniors to be displaced by the redevelopment. Midway Village with 150 family units routinely undergo renovation. Recently this project received HUD approval for a "Section 18" (of the Housing Act of 1937) Disposition transfer to SAMCHAI, a nonprofit affiliated with the Housing Authority. To date, this project has been converted to 100% project-based vouchers in preparation for the Section 18 disposition, which would provide a more predictable income stream to ensure long term financial feasibility and physical maintenance.

**Public Housing Condition**

Public Housing Development	Average Inspection Score
South San Francisco Public Housing Authority - 350 C Street	96

**Table 37 - Public Housing Condition**

**Describe the restoration and revitalization needs of public housing units in the jurisdiction:**

See above.

**Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:**

The following are focus areas for future initiatives outlined in the HA's current 2013-14 Moving to Work Plan:

Serve More Families - The number of households that qualify for rental assistance in San Mateo County far exceeds the number of vouchers available. In July 2008, when HACSM opened its Housing Choice Voucher program waiting list, over 23,000 families applied. By lottery, 3,600 households were selected for the waiting list, the number that HACSM can reasonably expect to serve over three to four years. Because the vouchers allocated to HACSM are fully utilized, only 16 vouchers (approximately) per month become available, due solely to average turn-over created by families who leave the program.

Over the past year, HACSM researched and developed a strategic plan for using its voucher resources in ways that meet specific goals over the next five years. Three broad goal areas were developed: serving residents most in need, facilitating residents' self-sufficiency, and building sustainable system capacity. Specifically, the plan calls for increased PBA partners, increased creation of new affordable units using project-based vouchers, and expansion of the 5-year self-sufficiency program from its current 300 vouchers to 800 vouchers.

In order to increase the self-sufficiency program and to serve more families in San Mateo County with more services, HACSM is proposing to institute a five-year time-limit to the housing subsidy for all new applicant households that are not designated senior or disabled households up to 800 vouchers. Program participants will participate in a greatly expanded and enriched self-sufficiency program. The proposed initiative includes a comprehensive hardship policy for elderly and/or disabled persons as well as for self-sufficiency participants who need some additional time to achieve their goals.

Expand Community Partnerships and Commitments with Support Service Providers - Prior to the implementation of the initiative (Serve More Families) stated above, HACSM will develop strong program partnerships with a variety of educational institutions, work force development providers, and county and community health and social service providers.

Electronic Content Management - HACSM is converting to an electronic content management system that will not only eliminate most paper from our operation, but will also enable the agency to implement automated work-flow processes that will amplify experiences already achieved through MTW reforms. The technology platform will also enable clients to accomplish many of their housing program needs on-line if they choose.

Expand Affordable Housing Partnerships and Project-Based Programs - HACSM will use its MTW flexibility to assist in the development of new or rehabilitated affordable housing by strategically project-basing HCV vouchers as a key financial component. Project-Based Vouchers' contractual obligation for long-term unit availability is also important in our perennially tight housing market.

Half Moon Village Redevelopment - As a result of MTW single-fund flexibilities, HACSM has been able to begin construction of a new 160-unit affordable senior housing complex in Half Moon Bay. This project replaces 60 units of obsolete senior housing units as part of a major new "senior campus" that will include a senior center and an adult day health center. HACSM has invested \$4million through a long-term loan thereby leveraging an additional \$61 million in funding.

## **Discussion:**

The County Housing Authority takes pride in its innovation facilitated by its MTW status. A small PHA by HUD standards, the County HA has been able to create efficiencies by being creative and resourceful with its ability to leverage resources.

## MA-30 Homeless Facilities and Services - 91.410, 91.210(c)

### Introduction

Through various nonprofit homeless providers, the County assists in the provision of some 1750 beds for homeless persons, of which 1379 are year-round and another 371 are seasonal or overflow beds, as shown in the table below. In 2011, the County point-in-time survey found 1251 homeless persons. While technically sufficient beds exist to accommodate that need, the number is a moving target and sufficient and adequate wrap-around services are important to stabilize homeless persons in permanent housing. These various facilities are coordinated by the County Office of Homelessness with guidance from the County's Continuum of Care.

### Facilities Targeted to Homeless Persons

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	79	0	445	482	16
Households with Only Adults	0	50	0	321	0
Chronically Homeless Households	14	0	0	0	0
Veterans	6	0	0	0	0
Unaccompanied Youth	42	0	159	81	55

**Table 38 - Facilities Targeted to Homeless Persons**

Data Source Comments:

**Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons**

San Mateo County's mainstream services are used to complement service targeted to homeless people in a number of ways:

Behavioral Health Services:

- San Mateo County Behavioral Health and Recovery Services (BHRS) has several mobile teams that conduct intensive outreach to homeless people with mental health and substance abuse issues on the street, in the shelters, and at the psychiatric ER. These teams engage with homeless people and help them access treatment and/or housing. The Health Dept. also operates a mobile health van funded by Health Care for the Homeless.
- BHRS staff are represented on the multi-disciplinary, bi-lingual, Homeless Outreach Team (HOT)s, which conduct intensive outreach and engagement with unsheltered homeless people located throughout the County geography, with a particular focus on the cities with large numbers of unsheltered homeless people. The HOT team not only conducts outreach and engagement, but also helps homeless people move as quickly as possible into permanent housing and provides ongoing support to ensure their transition is successful.
- BHRS funds in-patient alcohol and drug treatment programs located throughout the County, which serve a large number of homeless individuals with substance abuse issues.
- BHRS also provides a wide range of permanent supportive housing options for homeless people, particularly chronically homeless single adults. They fund the majority of the case management services for individuals and families living in Shelter Plus Care funded housing units. Mental Health also has contracts in place to pay for short-term stays in shelters for those who are not immediately placed into permanent housing, and is using state Mental Health Services Act funds to provide rental subsidies for mental health clients as well as to develop new permanent supportive housing units. Mental Health also coordinates with the Department of Housing to ensure that clients access mainstream housing resources for which they may be eligible, such as Section 8 or public housing.

Health Services:

Using Health Care for the Homeless funding, San Mateo County Health Services funds a mobile health van that provides primary health care to homeless people living in emergency shelters.

The San Mateo County Medical Center (the county's main public hospital) coordinates with the CoC to link health services to emergency shelter and permanent supportive housing. The Medical Center has purchased beds in emergency shelters and utilizes both private and publicly funded board and care homes and other facilities to ensure that appropriate placement alternatives are available for homeless people. In addition, San Mateo County's Behavioral Health and Recovery Services (a division of Health Services) has funded a rental assistance program that is providing short term rental assistance for 15 to

20 individuals with alcohol and drug addictions who are being released from treatment facilities. The rental assistance is being paid from County General Funds.

#### Employment Services:

Homeless service providers are coordinating with the County's employment and training system to help homeless people increase their earned income. Providers link homeless people to mainstream employment and training services, such as Peninsula Works (San Mateo County's WIA-funded employment services system). They also provide supplemental resources to help participants overcome barriers to employment, such as financial assistance for job training, classes, license fees (e.g. cab license), car repairs etc. Two programs (Shelter Network's SSVF program and the Next Step Veterans Center) focus in particular on assisting homeless veterans to secure employment.

**List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.**

As described in the chart above, there are numerous facilities in the County targeted to assist homeless people. Programs targeting specific populations are described below:

- Chronically Homeless People are able to access the single adult shelters (Maple Street, Safe Harbor, Spring Street, WeHOPE). The majority of the community's S+C vouchers, as well as several permanent supportive housing complexes (e.g. Belmont Apartments, Cedar Street) are targeted to this population.
- Families with Children: The San Mateo County Human Services Agency operates a motel voucher program for homeless families. Shelter Network operates a wide range of emergency and transitional housing programs for this population. There are also permanent housing options available through S+C and the Housing Readiness Program.
- Veterans: The County's largest program for veterans, a 100 bed transitional housing program on the VA campus in Menlo Park closed its doors in 2011. However, there are dedicated beds for Veterans at the Maple Street shelter and Haven Family House. The Housing Authority operates the VASH permanent housing voucher program for this population. In addition, Shelter Network is rolling out a new rapid re-housing and homelessness prevention program for veteran households using SSVF funding.
- Youth. Star Vista operates an emergency shelter and a transitional housing program for this population. The Housing Authority's Family Unification Program (FUP) provides time-limited Section 8 vouchers for youth emancipating from foster care who have no housing options.



## **MA-35 Special Needs Facilities and Services - 91.410, 91.210(d)**

### **Introduction**

This section describes special needs facilities and services in San Mateo County. The services may be linked to housing or have as their primary objective maintaining or creating housing stability.

**Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs**

As described in Section NA 45 Non-Homeless Special needs Assessment, the County's supportive housing needs of its special needs groups are reprised below: Seniors and Persons with Disabilities. County Aging and Adult Services provides a range of services designed to keep seniors and people with disabilities living safely and as independently as possible in the community. The Area Agency on Aging contracts for services with other County agencies, cities and community-based organizations to provide needed services to approximately 14,000 people, who are at least 60 years of age. These services comprise: Adult Day/Adult Day Health Care; Congregate Nutrition; Home Delivered Meals; Transportation; Caregiver support and respite; Alzheimer's Day Care Resource Centers; Legal assistance; HICAP (Health Insurance Counseling and Advocacy Project); Case management programs (underserved populations e.g., monolingual and geographically isolated); Ombudsman; Health promotion/disease prevention; Senior employment. Persons with HIV/AIDS. The County's STD/HIV Program through the County's Health Department provides an array of services for residents with HIV+. Three clinics, located in north, central, and south County, provide the following services: primary medical care, psychiatric care, medical case management, partner services, benefits counseling, medication adherence/nutritional counseling, drug and alcohol treatment, syringe exchange, dental services, good services, harm reduction counseling, and emergency financial assistance and housing assistance through the Mental Health Association. An AIDS hospice facility had been developed and since the facility has been transferred to another use, as it became evident persons with HIV/AIDS are surviving and often need services in their homes or associated with other forms of permanent housing. Unaccompanied Youth. Homeless youth are often in need of more emergency and transitional shelters, independent living programs, and affordable permanent housing programs for homeless youth, and ensure access to existing programs. These needs require policies to ensure that shelter and housing providers support the educational success of youth in their care. The County Human Services Agency and Health Department has identified another unaccompanied youth group - the transition-age youth (18 - 24 years old). They are often caught between two systems - their age category marks them as legal adults, yet their personal history of unstable living situations inadequately prepares them for responsible independent living. This group is often in need of affordable housing linked age-appropriate services to help them transition more effectively. DV Victims/Survivors. The need for services for those who are victims of domestic and family violence often includes safe houses & shelters, transitional housing, and even permanent housing linked with counseling services, access to legal services, and education about legal rights. Parolees/Ex-Offenders. Most people convicted of low-level, non-violent offenses will be directed

to the county judicial and correctional system to handle. In addition to building a new County jail, the County has been supportive of after-release programs that offer service-enriched transitional housing for men and women that lack other support networks. These programs help to reduce recidivism and the incidence of homelessness among this population group.

**Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing**

In 2004 California voters passed Proposition 63, the Mental Health Services Act (MHSA), designed to expand and transform California's county mental health service systems. The MHSA is funded by imposing an additional one percent tax on individual taxable income in excess of one million dollars. In becoming law in January 2005, the MHSA attempts to provide better coordinated and more comprehensive care to those with serious mental illness, particularly in underserved populations. Consistent with MHSA, the County has developed a proactive approach to treat persons with mental and physical health conditions. San Mateo County Health System Behavioral Health & Recovery Services (BHRS) is dedicated to promoting wellness, resilience, and recovery so that all San Mateo County residents can live fully as contributing and successful individuals and members of their families and communities. As part of this commitment, BHRS is dedicated not only to treating and serving those in need, but also to reducing the number of people who may need services in the first place. The County is focusing efforts both on prevention as well as early intervention and treatment for individuals with co-occurring mental health and alcohol and other drug disorders. In San Mateo County, the Behavioral Health and Recovery Services Division of the Health Department has initiated collaboration with the Department of Housing to plan and carry out the MHSA Housing Program in San Mateo County. Implementation of the program will also be carefully coordinated with the County Human Services Agency, which is leading the County's efforts to end homelessness through its 10 Year Plan, entitled HOPE (Housing Our People Effectively). In the development of any supportive housing subsidized with MHSA development and operating funds, providers must incorporate linking the housing to a service model with the following strategies: (1) Enhance Place: Enhance the places people live, work, play, go to school, worship, and socialize to support emotional and psychological health, reduce substance abuse, and decrease exposure to violence. (2) Connect People: Strengthen positive social-emotional development, enhance social connections, and reduce isolation to support emotional health, promote psychological well-being, reduce substance abuse, and decrease exposure to violence. (3) Foster Prosperity: Reduce stigma and enhance economic opportunity and self-sufficiency, especially for those most at risk for mental health problems and substance abuse. (4) Expand Partnerships: Engage multiple government sectors, businesses, and community members—including people receiving behavioral health services and their families—in enhancing places, strengthening connections among people, and fostering prosperity to improve emotional health, promote mental well-being, reduce substance abuse, and decrease exposure to violence, through their actions, decisions, practices, and policies.

**Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)**

See below.

**For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))**

Through its CDBG Program funds, the County will be supporting the following programs for FY 2013-14, some of which are not directly linked to any housing, but have as their objective to keep people in their homes or to return people to stable housing:

Senior and Frail Elderly Services:

- Lesley Towers, San Mateo- \$215,389 gap financing to convert 20 of a 200 unit development, to 16 affordable assisted living units, plus modernization of common areas of this 40-year old Section HUD 202-funded senior housing complex;
- Runnymede Sr. Housing, East Palo Alto - up to \$340,500 to replace old windows and sliding doors of a 78-unit senior development;
- Coastside Adult Day Health - \$75,000 for construction management/architectural fees to undertake build-out of a new Coastside Adult Day Center in Half Moon Bay.
- Coastside Adult day Health Center - \$20,000 for adult day care services;
- Rosener House Adult Day Health Services - \$10,000 for adult day care services;
- Meals on Wheels - \$10,000 for meals to seniors;
- Various minor home repair programs (Center for Independence of the Disabled; El Concilio; Rebuilding Together Peninsula - three programs; Sr. Coastsiders) - \$387,500 to nonprofit-administered minor home repair and accessibility retrofit programs serving low income, including seniors and persons with disabilities.
- DV Services: CORA - \$100,000 to assist in roof replacement and parking lot paving of its new service center for domestic violence survivors and their families. CORA DV Shelter - \$21,900 for DV services; Bay Area Legal Aid - \$20,000 for its domestic violence services to train survivors how to file legal papers for sanctions against their abusers.

- Services for Unaccompanied or At-Risk Youth: Friends for Youth Mentoring Services - \$10,000 for youth mentoring services; Star Vista Daybreak Shelter Operations - \$18,155 for shelter services for unaccompanied youth.

- Services for Persons with Substance Abuse and Other Conditions: Women's Recovery Association - \$25,000 to upgrade three of its residential treatment facilities for women and their families; Service League Hope Houses case management - \$10,000 for case management services for persons exiting incarceration and who may have substance abuse.

## **MA-40 Barriers to Affordable Housing - 91.410, 91.210(e)**

### **Describe any negative effects of public policies on affordable housing and residential investment**

The dissolution of redevelopment agencies has fundamentally altered affordable housing financing in all of California. There had been 13 RDAs in the County and many of them provided a fairly predictable source of funds for affordable housing development. While the County Board of Supervisors took a leadership role in approving on April 9, 2013 the use of \$10.05 million RDA “boomerang” funds – the return to the County of former RDA funds for various local uses – to be used specifically for affordable housing development and another \$3.35 million for capital needs of shelters, these funds are one-time only. As such, this lack of a local dependable funding stream is aggravated by the fact of 21 political jurisdictions, each with its own entitlement processes. In this light, affordable housing developers must become even more strategic in negotiating a successful critical path for increasing the housing supply. All this within the context of continuing cuts in federal entitlement allocations in CDBG and HOME, two “work-horse” type funding, typically used as the initial at-risk funds to carry projects through their due-diligence and entitlement phases, and as gap financing to round out projects’ often multiple layers of financing.

## MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

### Introduction

This section describes the County's efforts at promoting economic development through job training initiatives that aim to meet the present and projected workforce demands of employers. Even though the numeric data in the tables below refer only to the more limited geography of the San Mateo County HOME Consortium, the discussion below covers workforce issues for the entire County. The County commissioned a special report in the Spring/Summer 2012 to assess the County's Workforce Investment Program to determine ways to increase its visibility, alignment and effectiveness with stakeholders and cities. This initiative also assessed if the County could play a more determinant role in fostering economic development; and if so, what that role would look like structurally. This study can be found at <http://www.peninsulaworks.org>.

### Economic Development Market Analysis

#### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	1,520	1,659	1	1	0
Arts, Entertainment, Accommodations	16,183	20,851	11	13	2
Construction	5,984	6,506	4	4	0
Education and Health Care Services	22,457	16,120	15	10	-5
Finance, Insurance, and Real Estate	10,375	11,396	7	7	0
Information	7,217	5,445	5	3	-2
Manufacturing	12,281	13,014	8	8	0
Other Services	8,415	8,799	6	5	0
Professional, Scientific, Management Services	24,559	24,951	17	15	-1
Public Administration	1	3	0	0	0
Retail Trade	14,075	15,500	10	10	0
Transportation and Warehousing	5,751	19,003	4	12	8
Wholesale Trade	6,420	6,208	4	4	-1
Total	135,238	149,455	--	--	--

**Table 39 - Business Activity**

**Data** 2007-2011 ACS (Workers), 2011 Longitudinal Employer-Household Dynamics (Jobs)  
**Source:**

## Labor Force

Total Population in the Civilian Labor Force	203,388
Civilian Employed Population 16 years and over	188,786
Unemployment Rate	7.18
Unemployment Rate for Ages 16-24	18.70
Unemployment Rate for Ages 25-65	5.00

**Table 40 - Labor Force**

Data Source: 2007-2011 ACS

Occupations by Sector	Number of People
Management, business and financial	66,161
Farming, fisheries and forestry occupations	7,112
Service	15,704
Sales and office	42,179
Construction, extraction, maintenance and repair	12,548
Production, transportation and material moving	6,197

**Table 41 – Occupations by Sector**

Data Source: 2007-2011 ACS

## Travel Time

Travel Time	Number	Percentage
< 30 Minutes	108,854	63%
30-59 Minutes	52,927	31%
60 or More Minutes	10,378	6%
<b>Total</b>	<b>172,159</b>	<b>100%</b>

**Table 42 - Travel Time**

Data Source: 2007-2011 ACS

## Education:

### Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	12,672	1,166	4,987
High school graduate (includes equivalency)	20,850	2,056	6,442
Some college or Associate's degree	40,251	2,976	9,854
Bachelor's degree or higher	88,884	4,413	17,687

**Table 43 - Educational Attainment by Employment Status**

Data Source: 2007-2011 ACS

### Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	816	2,723	3,316	4,699	3,607
9th to 12th grade, no diploma	3,199	2,492	1,887	3,708	2,896
High school graduate, GED, or alternative	7,102	7,570	7,151	14,627	11,289
Some college, no degree	10,601	7,914	8,681	21,479	10,064
Associate's degree	1,125	2,719	3,577	8,719	3,301
Bachelor's degree	3,423	15,509	16,935	30,666	10,711
Graduate or professional degree	382	8,144	15,209	24,551	9,428

**Table 44 - Educational Attainment by Age**

Data Source: 2007-2011 ACS

### Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	22,060
High school graduate (includes equivalency)	31,574
Some college or Associate's degree	44,102
Bachelor's degree	63,470
Graduate or professional degree	97,693

**Table 45 – Median Earnings in the Past 12 Months**

Data Source: 2007-2011 ACS



**Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?**

The information below also takes into account the Economic Development Strategy July 2013 Draft Report findings in terms of major employment sectors in this County:

**1) Professional and Technical Services**

*Sub Sector: Arts/Design/New Media*

Occupational targets: Multimedia, Graphic Designer, Editor, Photographer, Musician

*Sub Sector: Engineering*

Occupational targets: Computer Software Engineer (Apps, Systems, and Software)

**2) Health Care**

*Sub Sector: Emerging Specializations*

Occupational Targets: Nursing specializations, Peri Operative, ESL, Patient Experience, Career Mobility, Clinical Lab Needs

**3) Manufacturing**

*Sub Sector: Biotech*

Occupational targets: Manufacturing Technician

**4) Finance and Insurance**

*Sub Sector: Small business required credentials and certifications*

Occupational targets: Accountant, Auditor, Management Analyst, and Personal Financial Advisor

**5) Information and Communication Technology**

*Sub Sector: Digital literacy as a basic skill necessary for all job seekers to achieve economic self sufficiency*

**Future Sector Focus Areas:** Retail Trade (Accommodation & Food), Transportation (Warehousing and Utilities)

## **Describe the workforce and infrastructure needs of the business community:**

San Mateo County has a robust economy. The business community is comprised of mature, start-up and small companies. Business infrastructure needs, including business location, go hand-in-hand with workforce needs. This includes more space and resources for incubation of start-up companies; less operating cost, zoning and site restrictions. Although the San Mateo County workforce is challenged by many factors, the overall workforce demand is strong. The County's Workforce Investment Program provides services dedicated to providing a needed workforce to our local business by offering professional services that include recruitment and hiring, and business growth assistance and expansion. Below are services offered by the Workforce Investment Board (WIB) that address key business needs:

### **Recruitment and hiring assistance to businesses:**

- Job posting
- Candidate searches
- Applicant screening
- Recruitment events
- Skills assessment
- Sector-trained candidates

### **Growth Assistance**

- Up-to-date business information related to remaining competitive, up-to-date Labor Market Information and tax credit information
- Small business start-up resources
- Customized training for incumbent and dislocated workers
- On-the-Job Training upgraded skill training

### **Business Expansion**

- Business retention and expansion
- Business forums
- Up-to-date business data
- Layoff aversion/assistance

With the services listed above, Workforce Development is addressing the need to find qualified workers for businesses in San Mateo County.

**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.**

One of the major changes that will have an economic impact in San Mateo County is the implementation of an integrated one-stop system, ¿Virtual One Stop¿ (VOS). This system will allow Workforce Development (WD) to serve more job-seekers and support business growth by helping qualify the workforce for jobs in the County. Another change which will have a positive economic impact is the San Mateo County¿s Workforce Investment Board¿s (WIB) strategic plan and regional plan currently being developed. These plans are mandated by SB 734, which require WIBs to allocate 25% of their budget in 2013 for training purposes and 30% in 2016. Through this planning process the WIB will forge collaborative strength-based relationships with its regional partners to increase access to key services for both job seekers and employers. This approach will result in a more skilled and job ready workforce.

The WIB is in the process of creating an integrated, innovative Workforce Development System that will increase the skill level of the workforce to sustain business growth and increase competitiveness in a global economy. The new VOS system will offer job seekers the opportunity to maximize their employment potential through immediate access to an array of services.

The PeninsulaWorks Career Centers, in Daly City and Menlo Park, offer a variety of employment-related resources, training and support services based on job seeker and employers¿ expressed needs. The Centers provide individuals with information necessary to make informed career choices and select training providers that best meet their needs. Services are designed to assist individuals manage their own careers. Individuals with multiple barriers to employment and advancement are provided more intensive services, as resources permit. The WIB adopted sector-based training approach minimizes skills gaps through customizing training aligned to employer needs, and thus contributes to a healthy local and regional economy.

**How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

The County has a dialectical workforce - highly skilled at one end and less so at the other. The highly skilled force has tended to tilt the various metric scales weighing economic prosperity. The County is considered a high cost high, income area due to the skilled workforce, but there is a segment that needs improved skills for expanded economic opportunity in order to participate more meaningfully in the prosperity that characterizes this County. Although the San Mateo County workforce is challenged by many factors, the overall workforce need is strong.

**Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

To meet the requirements of SB 734, which requires Workforce Investment Boards to spend 25% of their overall budget on training beginning 2013 and 30% in 2016, San Mateo County Workforce Investment Board (WIB) is strengthening its partner relationships with businesses, educational institutions and community based organizations and leveraging mutual resources. Currently, they coordinate with the San Mateo County Community College District (SMCCCD) in convening industry leader forums to better understand business needs and how the WIB can most effectively address them. These efforts support the Consolidated Plan by helping to create a sustainable living environment with expanded economic opportunities for all. The WIB serves all categories of job seekers including low income households, special needs groups; the formally incarcerated, individuals with mental health issues, veterans, and the homeless. Workforce Development (WD) and Housing both serve many of the same demographic subpopulations of the County.

Industry sector forums provide critical information to help the WIB build pathways to careers and assist jobseekers develop general work and specialized job skills. An individual with improved skills has increased potential for permanent employment and the capacity to maintain housing which supports the goals of the Consolidated Plan. Below are examples of career pathway related training and opportunities currently offered by the WIB in coloration with its education partners:

- Career Advancement Academies
- Automotive Tech Training
- Allied Health Training
- Energy Systems Technology Management Department (ESTM) Training
- Home Energy Retrofit Occupations (HERO) DOL Community-Based Job Training Grants
- Bay Area Clean Energy Careers (BayCEC) DOL Community-Based Job Training Grants
- Campus Sustainability Planning Training
- CTE Collaboratives funding for CTE support and bridge building
- Contract education efforts for community partners including SMCWIB and corporate partners
- Creating specialized trainings for employer needs
- International contract education through Bay Area Center for International Trade Development (CITD)
- Youth Entrepreneurship Program

The WIB's new integrated service model is helping meet the skill needs of individuals and hiring needs of employers by:

- Cutting across narrow categorical financing
- Providing comprehensive education services throughout a worker's life

- Providing rapid skill development and job advancement
- Helping workers and employers navigate the complexities of education and training
- Creating customized, highly responsive services
- Creatively blend necessary financing

The WIB plays a vital role in contributing to the health of the area's economy by readying job seekers for employment which helps business grow and successfully compete in the global economy.

**Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**

Yes

**If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

San Mateo Workforce Investment Board (WIB) has identified sectors with high demand and growth. They are pursuing initiatives in each of the sectors listed below to meet the emerging demands for a skilled workforce through quality education and services. These initiatives may be coordinated with the Consolidated Plan by creating a partnership in which we direct opportunities to job seekers who are also housing clients. We currently participate in the Department of Housing's quarterly Program Coordinating Committee (PCC) meetings. We are creating a system to streamline referrals from the Housing Department and other agencies to better serve our clients and facilitate access to workforce opportunities. The following training opportunities are offered through Individual Training Accounts or Sector cohorts in the following target areas:

**1) Professional and Technical Services**

*Sub Sector: Arts/Design/New Media*

Occupational targets: Multimedia, Graphic Designer, Editor, Photographer, Musician

*Sub Sector: Engineering*

Occupational targets: Computer Software Engineer (Apps, Systems, and Software)

**2) Health Care**

*Sub Sector: Emerging Specializations*

Occupational Targets: Nursing specializations, Peri Operative, ESL, Patient Experience, Career Mobility, Clinical Lab Needs

### **3) Manufacturing**

*Sub Sector:* Biotech

Occupational targets: Manufacturing Technician

### **4) Finance and Insurance**

*Sub Sector:* Small business required credentials and certifications

Occupational targets: Accountant, Auditor, Management Analyst, and Personal Financial Advisor

### **5) Information and Communication Technology**

*Sub Sector:* Digital literacy as a basic skill necessary for all job seekers to achieve economic self sufficiency

**Future Sector Focus Areas:** Retail Trade (Accommodation & Food), Transportation (Warehousing and Utilities)

These training opportunities may be accessed by job seekers that meet Workforce Investment Act requirements. WIA funds will pay for trainings that meet WIA criteria and are listed on the Employment Development Department eligible training list.

Opportunities for participation in the On-the-Job Training (OJT) program are also offered. The WIB is pursuing OJT as part of our business and employer service strategy, and job seeker skill building activities. For employers and businesses, OJT provides staff with customized skills that meets the need of each employer's specific occupation. For job seekers, OJT provides the opportunity to gain new skills and work experience specific to the occupation they have been hired for, with the goal of long-term employment, which is key in sustaining housing needs.

## **Discussion**

The County is all too aware of the concept that housing as economic development is more than just seeking strategies to have the workforce live closer to their jobs in order to feel more satisfied and connected to the community. Ensuring that residents are adequately trained and provided opportunities to fill jobs needed by current and future employers is pivotal. Third, providing a conducive physical environment and skilled workforce for employers to locate and remain in this county is the linchpin to long-term economic stability and continued prosperity. Findings in the July 2012 Economic Development Strategy Report include the trend of more churn in employment in this County than other Bay Area

counties; the churn includes business creation, business expansions, relocation of existing businesses in or out of the county, though this phenomenon is small; and contraction or destruction of jobs and businesses. A high degree of business creation is occurring in this County. More manufacturing jobs leave or cease operations than relocate. But few businesses move into the county; relocation occurs primarily to lower cost Alameda and Contra Costa Counties. The number of jobs lost by businesses relocating is 3% greater than the number of jobs moving in. Santa Clara County is our biggest trading partner.

The Economic Strategy Report further found that the County's economic milieu includes an increasing lack of affordably priced housing that enables people to live close to where they work. The high cost of living makes it difficult to recruit workers from out of the area. Cities in the County are nearing build-out with little vacant land for development amidst increasing NIMBYism among residents. In fact, there is continued resistance from locals to smart growth measures for increasing housing density along major transportation arterials to address the housing crisis and reduce traffic congestion. In addition to calling for increasing the supply of affordable workforce housing, the Report suggests that the Workforce Development Program's relative weak visibility among businesses, potential partners, and cities requires consideration for relocating the program from the Human Services Agency to the County Manager's Office so that the program's purview could refocus, rebrand, and expand toward providing resources and expertise that build capacity and strengthen economic development in the County. The Workforce Development Program should be less social services-driven and more business-focused and market-drive.

## **MA-50 Needs and Market Analysis Discussion**

### **Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

The San Mateo County Analysis of Impediments to Fair Housing Choice (AI), approved by the County Board of Supervisors on May 21, 2013, examined fair housing issues in the County and looked at gross numbers for a number of indicators for the following jurisdictions: Daly City, South San Francisco, San Mateo (city), Redwood City, East Palo Alto, North Fair Oaks, Pescadero, and the remainder of the County. The three attached MA tables are culled from the AI. The table, *MA-50 (c) Indicators for Potential Housing Problems*, shows that areas experiencing the highest poverty rates, East Palo Alto, North Fair Oaks, and Pescadero, tend to have high incidences of other factors suggestive of housing problems (overcrowding, incomplete plumbing, and incomplete kitchen). Concentration is defined as having 10% or greater incidence of a condition when compared with the countywide incidence of that condition or factor.

### **Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

Based on the data in the MA-50 tables and anecdotal information of clients served, minority households located in the areas of East Palo Alto, North Fair Oaks, and Pescadero tend to be more affected by multiple housing problems, though low income households in general tend to have multiple housing problems by mere fact of their lack of resources to address them effectively. Definition of "concentration" is defined in section above.

### **What are the characteristics of the market in these areas/neighborhoods?**

East Palo Alto and North Fair Oaks tend to have lower home prices, and higher concentrations of racial and ethnic minorities. East Palo Alto is a city, while North Fair Oaks is located in unincorporated County in the Redwood City sphere of influence. Both are located near each other. Pescadero is an agricultural community on the coastside, where farmworkers may experience a higher tendency to be more ill-housed.

### **Are there any community assets in these areas/neighborhoods?**

Located off Interstate 101, East Palo Alto is strategically situated to Silicon Valley high tech firms and as such provides a handful of developable sites for a combination of mixed uses, including housing. Prior to the dissolution of its Redevelopment Agency, the city's vision was to implement a vibrant first source hiring policy with businesses interested in moving into the City. North Fair Oaks, also located in mid-County, has been the subject of the County Planning Department's initiative, the North Fair Oaks Community Plan update, adopted by the County Board of Supervisors in November 2011. This Community Plan establishes the vision, goals for the development and physical composition of North



Fair Oaks for the next 25 to 30 years, and incorporates new policies, programs, regulations and strategies to meet the needs of current and future residents and workers. The updated Community Plan's policies and provisions address land use, circulation and parking, infrastructure, health and wellness, housing, economic development, and design guidelines. The Community Plan Update includes changes to allowed land uses and development types and intensities, including new land use designations for five identified Opportunity Areas, which due to their location, mix and intensity of existing development, and access to transportation and infrastructure, have the most potential for change.

### **Are there other strategic opportunities in any of these areas?**

East Palo Alto abuts Menlo Park and Palo Alto, both wealthy communities located in south San Mateo County and Santa Clara County, and where high tech companies are located. Palo Alto is home to Stanford University. East Palo Alto's Four Corners Transit Oriented Development master plan outlined ambitious goals, and development guidelines for the University Avenue and Bay Road corridors.

The North Fair Oaks Community Plan Update includes changes to allowed land uses and development types and intensities, including new land use designations for five identified Opportunity Areas, which due to their location, mix and intensity of existing development, and access to transportation and infrastructure, have the most potential for change. Economic development goals, policies, and programs developed involve: jobs and workforce training to address the needs of local residents experiencing high rates of unemployment and underemployment; support for small and mid-sized businesses, which form the core of the business community; investment in roads, sidewalks, and physical infrastructure to improve the overall attractiveness of commercial areas; new catalytic real estate development on underutilized and vacant sites to serve local and regional needs and support community economic development; new retail development; supportive land use and zoning policies to preserve production, distribution, and repair uses in designated zones; mixed use residential and commercial development to meet local housing needs and provide for additional demand; new transportation, circulation and parking policies to resolve the scarcity of retail parking and to resolve conflicts between retail and automotive repair uses.

# **Strategic Plan**

## **SP-05 Overview**

### **Strategic Plan Overview**

The section covers general issues and needs of the Urban County, comprising the 16 small cities plus the unincorporated areas. The City of South San Francisco is a member of the San Mateo County HOME Consortium, and will submit its own Strategic and Action Plans through this Consolidated Plan. The other three large cities, Daly City, San Mateo, and Redwood City, each prepares and submits their own Consolidated Plan to HUD. In the County, a total of four separate and distinct Consolidated Plans are submitted to HUD.

## **SP-10 Geographic Priorities - 91.415, 91.215(a)(1)**

### **Geographic Area**

**Table 46 - Geographic Priority Areas**

#### **General Allocation Priorities**

Describe the basis for allocating investments geographically within the state

No formal designated geographic priority areas have been established for targeted investment, though the County has identified low income pockets. CDBG, HOME, and ESG will be used throughout the County. The geographic coverage of the County's HOME Consortium covers 18 political jurisdictions - the 16 small cities plus the unincorporated areas plus the CDBG entitlement of South San Francisco. CDBG will be used in contiguous areas outside the Urban County, and HOME in contiguous areas outside the HOME Consortium geography, provided a compelling nexus for benefit to residents can be made. Depending on whether the funding is CDGG or HOME, contiguous areas constitute the other three or four entitlement Cities – Daly City, South San Francisco (as noted above, a member of the HOME Consortium), San Mateo and Redwood City. Specific low income focus areas in the unincorporated County are North Fair Oaks and Pescadero; and the City of East Palo Alto, a member of the Urban County. ESG funds, the smallest HUD entitlement allocation, are used Countywide as no other jurisdiction receives its own allocation.

## SP-25 Priority Needs - 91.415, 91.215(a)(2)

### Priority Needs

Table 47 – Priority Needs Summary

<b>1</b>	<b>Priority Need Name</b>	Housing Development/Housing Repair & Modification
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Large Families Families with Children Elderly Individuals Families with Children Mentally Ill veterans Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Other
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Develop New Multifamily and Homeless Units Home Repair Programs Rental Housing Repair Programs

	<b>Description</b>	<p>1. Development of new housing, acquisition/rehabilitation of existing housing, and conversion of non-housing structures to provide affordable housing, permanent supportive housing, or transitional housing, for Extremely Low (ELI) and Very Low-Income (VLI) individuals, families, and persons with special needs.* (On-site support amenities are encouraged.) Priority will be given to transit-oriented project applications, which meet the County's HOPE Plan to Prevent and End Homelessness. Therefore, two-thirds (2/3) of the Housing Development allocation will be aimed at assisting supportive housing and ELI housing units. A target of <u>at least 50%</u> of the Housing Development allocation will be aimed at assisting permanent supportive housing units for special needs* populations.</p> <p>2. Conversion or rehabilitation of existing structures for the purpose of providing affordable, supportive or transitional housing.</p> <p>3. Housing repair and modification programs operated by nonprofit agencies that provide cost-effective improvements focusing on health &amp; safety, housing quality standards, and/or access modifications.</p> <p>4. Rehabilitation of rent-restricted existing multi-family affordable housing.</p>
	<b>Basis for Relative Priority</b>	
	<b>2</b>	
	<b>Priority Need Name</b>	Public Services Programs
	<b>Priority Level</b>	High

	<b>Population</b>	Extremely Low Low Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Chronic Substance Abuse Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development Other
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Public Services - Homeless Shelters/Transitional Public Services - Safety Net Services Public Services - Supportive Services
	<b>Description</b>	1. Operational support for emergency shelters and transitional housing programs that serve individuals and families. 2. Operational support for agencies that provide safety net services. 3. Supportive services, including financial literacy programs, which are aimed at keeping people in their homes, including fair housing services.
	<b>Basis for Relative Priority</b>	

3	<b>Priority Need Name</b>	Community & Economic Devt
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Large Families Families with Children Elderly Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development Other
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Community Facilities Micro-Enterprise and Job Creation/Retention Public Facilities (Including Shelters)

	<b>Description</b>	<p>1. Development (acquisition and/or new construction) or rehabilitation of emergency shelters or facilities providing service-enriched supportive housing for persons with special needs,* to meet the goals of the HOPE Plan to Prevent and End Homelessness in the County.</p> <p>2. Development (acquisition and/or new construction) or rehabilitation of community facilities serving lower income individuals and households.</p> <p>3. Activities which result in the creation or retention of permanent employment opportunities for lower income persons.</p>
	<b>Basis for Relative Priority</b>	

**Narrative (Optional)**



## SP-30 Influence of Market Conditions - 91.415, 91.215(b)

### Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	This is not a high priority for use of HOME funds. The County Department of Housing includes the Housing Authority, which provides Housing Choice Vouchers (TBRA under Section 8 of the National Housing Act of 1937) for qualified low income households.
TBRA for Non-Homeless Special Needs	This is not a high priority for use of HOME funds. The County Department of Housing includes the Housing Authority, which provides various types of rental assistance, including Housing Choice Vouchers (TBRA) for qualified low income households and Project-Based Vouchers (PBV) for certain projects.
New Unit Production	Increasing the overall housing supply, including affordable housing, is critical to County economic development. Both land and construction and construction costs are high in San Mateo County. With the recent loss of redevelopment funds, a major local funding source for affordable housing development, housing developers must compete even more so for dwindling federal funds for housing. In April 2013 the County approved the use of a portion of one-time return of post RDA funds in the amount of \$10 million for affordable housing development. Against this backdrop, the County acknowledges that as a local funder it often provides the initial risk capital but must be especially strategic in awarding funds. In recent years, CDBG has sustained cuts by one-third and HOME by half. Regardless both CDBG funds for acquisition and certain infrastructure and soft costs, and HOME funds for a spectrum of housing predevelopment and construction costs, will continue to be used for new unit production.
Rehabilitation	CDBG funds will continue to be used to rehab both single family rehab and nonprofit owned multifamily developments. The County sets aside a reserve for such activities. For single family rehab, the County has established an on-going revolving loan program capitalized by loan repayments (program income.)
Acquisition, including preservation	CDBG will continue to be used for acquisition of non-residential property for service provider needs. CDBG and HOME will continue to be used for acquisition of real property associated with residential rehab or new housing construction. The County will also use its one-time post-RDA largesse of \$10.05 million for housing and another \$3.35 million for shelters, to assist in acquisition and to provide effective leverage of its CDBG and HOME dollars..

**Table 48 – Influence of Market Conditions**

## SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)

### Introduction

This section examines the amount of federal funding projected for the next year for housing and community development activities and their financial leveraging impact on other resources. The federal CDBG, HOME, and ESG allocations, had been originally estimated on a 5% across the board sequestration reduction, but on May 30, HUD provided the final definitive allocations as of the date of input of this section, and the budget was revised according. The County did better on CDBG and HOME than expected (respective reductions of 1.41% and 4.61% from the previous year, but fared worse on ESG (reduction of 18.5%). [The entitlement cities in the County sustained decreases as deep as 6.8% and increases as much as 7.7% in their CDBG/HOME allocations). Appendix F provides a concise summary of the County's Action Plan Sources (anticipated funding) and Uses (projects).

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	2,444,448	1,025,020	757,427	4,226,895	10,800,000	Largest area of leverage is in Housing Development. CDBG/HOME will leverage RDA "boomerang" funds, HEART funds, and tax credit proceeds, among other sources.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	902,090	975,698	0	1,877,788	3,560,000	HOME funds would merely act as pivotal gap financing to leverage sources indicated above.
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	180,874	0	0	180,874	720,000	ESG funds will be targeted to a single provider and will be used for shelter operations and rapid-rehousing. This provider, IVSN will continue to garner funds from CoC allocations and other sources.

**Table 49 - Anticipated Resources**

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

CDBG-, HOME-, and ESG-funded program operations will be leveraged by other federal and/or governmental support for their specific type of services, and by foundation support and other private fundraising. Housing developments will be by low income housing tax credit proceeds, and in the near term, by the \$10 million of post-RDA “boomerang” funds, as well as by possibly other local funds, including HEART (the County’s trust fund). HOME matches are determined on a case by case basis, but may include supportive housing services, other local funds, Affordable Housing Program (AHP) funds under the Federal Home Loan Bank, etc. One proposed housing project in Daly City is expected to receive city-owned land to comprise part of the project site (on Mission St) as well as Daly City HOME funds. This land donation may fulfill the HOME match requirements for both the City and the County should the County fund this project.

In terms of leveraging CDBG public services funding, the County will again partner with the Silicon Valley Community Foundation to fund its 2013 Food and Shelter Program. Each has committed to continue to provide \$500,000 to support a spectrum of safety net services. In May 2013, the Board of Supervisors met to discuss the idea of applying a portion of Measure A sales tax proceeds not only for housing, but also for shelters and safety net services. While housing development was not recommended for funding in the short term due to the \$10 million of post-RDA funds, Measure A is a 10-year surtax on County sales tax and anticipated to raise \$60 million annually for various essential services and needs, which may include housing in the future. The County Board of Supervisors will make a definitive decision on Measure A allocations in September 2013.

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

Not applicable.

**Discussion**

## SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
County of San Mateo	Government	Homelessness Non-homeless special needs Ownership Rental public facilities public services	Region
Housing Authority of the County of San Mateo	PHA	Public Housing Rental	

Table 50 - Institutional Delivery Structure

### Assess of Strengths and Gaps in the Institutional Delivery System

The County is a strong believer in collaboration and coalition-building. The County continues to play an important role in either encouraging or directly facilitating the confluence of disparate interests toward developing new and strengthening existing institutional structures and enhancing coordination between housing and social service agencies. The process is a dynamic one. New and emerging issues and requirements, including new HUD rules, continually test the integrity of the institutional delivery system. So far, the County infrastructure process has been responsive. Since 2005 when the County Department of Housing became its own County department, affordable housing catapulted as prominent County policy issue. Various groups have been spearheading initiatives and efforts in support of affordable housing development in the County. Policy and planning groups active in this arena include Peninsula Interfaith Action (PIA), an umbrella association of some two dozen-plus religious organizations; the Housing Leadership Council (HLC), a membership organization that advocates for affordable housing in the County; and C/CAG (City County Association of Governments). Each has been mutually supportive of one another's efforts.

**Availability of services targeted to homeless persons and persons with HIV and mainstream services**

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X	X	
Legal Assistance	X		
Mortgage Assistance	X		
Rental Assistance	X	X	
Utilities Assistance	X	X	
<b>Street Outreach Services</b>			
Law Enforcement	X	X	
Mobile Clinics	X	X	
Other Street Outreach Services	X	X	
<b>Supportive Services</b>			
Alcohol & Drug Abuse	X	X	
Child Care	X	X	
Education	X		
Employment and Employment Training	X	X	
Healthcare	X	X	
HIV/AIDS	X		
Life Skills	X	X	
Mental Health Counseling	X	X	
Transportation	X	X	
<b>Other</b>			
	X	X	

**Table 51 - Homeless Prevention Services Summary**

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

The San Mateo County CoC is undertaking a wide range of efforts to meet the needs of homeless persons and those at risk of homelessness:

- Chronically Homeless People: The CoC has created a multi-disciplinary, bi-lingual, Homeless Outreach Team (HOT) to conduct intensive outreach and engagement with unsheltered and chronically homeless people located throughout the County geography, with a particular focus on the cities with large numbers of unsheltered homeless people. The HOT team not only

conducts outreach and engagement, but also helps homeless people move as quickly as possible into permanent housing and provides ongoing support to ensure their transition is successful.

Specialized HOT teams focus on the Cities of San Mateo, Redwood City, and East Palo Alto. The San Mateo County CoC has also been steadily adding new chronically homeless beds to the housing inventory. Over the next ten years, the CoC will pursue the strategies outlined in HOPE, the 10-Year Plan to End Homelessness. Strategies for increasing the supply of permanent supportive housing include: (1) CoC members will pursue education and advocacy with local jurisdictions on removing land-use barriers and creating incentives for development, streamlining permitting and approval processes, and identifying sites appropriate for multi-family rental development; (2) the Housing Authority, County Departments, and non-profit developers will seek out mainstream funding and other local resources to leverage state and federal funding for supportive housing; (3) the County Dept. of Housing and local jurisdictions will adopt ordinances promoting inclusionary zoning for the purpose of adding supportive housing units within larger affordable housing and market-rate housing developments.

- Families with Children

To reduce the number of unsheltered families, the CoC has developed a rapid re-housing program (providing short-term rental assistance plus case management to homeless families). The San Mateo County Human Services Agency (H.S.A.) is also committed to preventing families with children from ending up on the street and has provided funding for a motel voucher program to assist families with children that are waiting to access shelter.

- Veterans

The San Mateo County CoC is very concerned about homelessness among veterans. In 2010, the CoC added the goal of ending veteran homelessness as a top priority in the annual update to HOPE. The CoC is working with the Veterans Task Force, convened in 2012 by the San Mateo County Board of Supervisors, to improve county-wide efforts to outreach to homeless and at-risk veterans, assess their service and housing needs, and help them access needed resources, including VASH vouchers, veterans benefits, etc.

- Youth

Addressing the needs of homeless youth is identified as a top priority in the San Mateo County 10-Year Plan to End Homelessness. Currently, HUD CoC funds are provided to the San Mateo County Mental Health Association (MHA) to operate its SAYAT Program (Support and Advocacy for Youth in Transition), which provides case management and housing search/stabilization services to homeless youth. The San Mateo County Housing Authority (also a CoC Steering Committee member) has a supply of 25 FUP Vouchers for youth leaving the foster care system, to ensure they do not become homeless.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

The 2011 homeless survey found high rates of service use among unsheltered homeless people. Of those surveyed, only 16% indicated that they were not accessing some form of social services (e.g. health care, mental health and substance use services, job training, transportation assistance, free meals, emergency shelter etc.).

However, although the survey found a high level of service use, it also documented some major gaps in the service system. There was a substantial mismatch between the types of services and benefits people indicated they needed and the services they received. Of those who had a disability, only 13% were receiving SSI or SSDI benefits, and only 14% were receiving Medi-Cal or Medicare. Only 20% of those who reporting having a mental illness were accessing mental health services. Of those who reported being veterans of the U.S. military, only 32% were receiving any form of veterans benefits. More than 38% of those interviewed reported receiving no government benefits at all.

The 2009[1] homeless survey highlighted the strong barriers that homeless people face in securing employment. When asked what was keeping them from becoming employed, 22% said lack of a permanent address, 22% indicated lack of affordable transportation, 15% cited lack of a phone number, and 14% noted a lack of needed tools and clothing. Notably, only 3% indicated they did not want to work.

Behavioral issues relating to disability were also important causes of homelessness, with 39% of those surveyed indicating that their alcohol or drug use was a main factor leading to their loss of housing and 15% listing mental illness.[2] Many respondents also indicated that disability was a barrier to employment, with 32% citing alcohol or drug use and 22% mental health problems as reasons they were not employed.

The 2009 survey also documented that homeless people tend to be frequent users of emergency services, which are not only very expensive but also are not highly effective in helping them become more stable. Of those surveyed, 37% get their medical care by visiting emergency rooms and 20% indicated they had used the emergency room 3 or more times in past year. Of those who reported having a chronic illness, 34% had used the ER 3 or more times in the past year.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

The 2011 Homeless Census and updates to the HOPE Plan identify the following strategies to overcome these gaps:



- Addressing the lack of housing affordability by continuing to create supportive and affordable housing for homeless people and those at-risk of homelessness;
- Developing strategies to connect homeless people to the services and benefits for which they are eligible, particularly mental health services, veterans benefits, food stamps, Medi-Cal, General Assistance, Supplemental Security Income (SSI) or Social Security Disability Insurance (SSDI);
- Addressing the high rate of unemployment among homeless people by exploring strategies to engage and secure employment;
- Working with the systems of care whose clients have very high levels of homelessness, particularly the alcohol and drug treatment system and the criminal justice system, to develop strategies for meeting the housing and service needs of these populations.

## SP-45 Goals - 91.415, 91.215(a)(4)

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Develop New Multifamily and Homeless Units	2013	2018	Affordable Housing		Housing Development/Housing Repair & Modification	CDBG: \$5,000,000 HOME: \$5,000,000	Rental units constructed: 750 Household Housing Unit  Housing for Homeless added: 150 Household Housing Unit
2	Home Repair Programs	2013	2018	Affordable Housing		Housing Development/Housing Repair & Modification	CDBG: \$167,500	Homeowner Housing Rehabilitated: 750 Household Housing Unit
3	Rental Housing Repair Programs	2013	2018	Affordable Housing		Housing Development/Housing Repair & Modification	CDBG: \$1,000,000	Rental units rehabilitated: 400 Household Housing Unit
4	Public Services - Homeless Shelters/Transitional	2013	2018	Homeless		Public Services Programs	CDBG: \$1,500,000 ESG: \$1,000,000	Homeless Person Overnight Shelter: 2000 Persons Assisted
5	Public Services - Safety Net Services	2013	2018	Homeless Non-Homeless Special Needs		Public Services Programs	CDBG: \$450,000	Public service activities other than Low/Moderate Income Housing Benefit: 5000 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Public Services - Supportive Services	2013	2018	Homeless Non-Homeless Special Needs Non-Housing Community Development		Public Services Programs	CDBG: \$450,000	Public service activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted
7	Public Facilities (Including Shelters)	2013	2018	Homeless Non-Housing Community Development		Community & Economic Devt	CDBG: \$250,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 120 Persons Assisted
8	Community Facilities	2013	2018	Non-Housing Community Development		Community & Economic Devt	CDBG: \$1,000,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 50000 Persons Assisted
9	Micro-Enterprise and Job Creation/Retention	2013	2018	Non-Housing Community Development		Community & Economic Devt	CDBG: \$300,000	Jobs created/retained: 50 Jobs

**Table 52 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	Develop New Multifamily and Homeless Units
	<b>Goal Description</b>	<p>Goal: Support the acquisition, creation, rehabilitation, and preservation of affordable housing units, including the adaptive re-use of non-housing structures for use as affordable housing.</p> <p>Objective 1.1: Support the development of new housing, acquisition/rehabilitation of existing housing, conversion of non-housing structures to provide affordable housing, permanent supportive housing, or transitional housing for extremely-low and very low-income individuals, families, and persons with special needs*. At least 50% of the housing development allocation will be targeted to projects providing permanent supportive housing units for special needs population. Priority will be given to projects that incorporate supportive housing services**, transit-oriented development, and projects that support the County's HOPE Plan to Prevent and End Homelessness.</p> <p>Performance Goal: 750 new rental units constructed and 150 units for homeless created</p> <p>* <b><u>Persons with Special Needs.</u></b> Under CDBG, this category includes: abused children; homeless veterans and veterans at risk of homelessness; survivors of domestic violence; seniors (62+); adult persons with serious disabilities; homeless persons; illiterate persons; and migrant farm workers. <u>For County purposes</u>, this category shall also include, but not be limited to, mentally ill persons; emancipated youth; seniors aging in place (for service-related programs); frail seniors (for housing); persons recovering from substance abuse; and persons recently released from jail or prison.</p> <p>** <b><u>Supportive Housing Services.</u></b> Under this NOFA, these are services that assist special needs persons to stabilize, maintain their housing, and live as independently as possible, and without which the special needs person might have difficulty maintaining their housing.</p>

2	<b>Goal Name</b>	Home Repair Programs
	<b>Goal Description</b>	<p>Goal: Support the acquisition, creation, rehabilitation, and preservation of affordable housing units, including the adaptive re-use of non-housing structures for use as affordable housing.</p> <p>Objective 1.2: Support housing repair and modification programs operated by non-profit agencies that provide cost-effective improvements focusing on health and safety, housing quality standards, and/or accessibility modifications.</p> <p>Performance Goal: 25 homeowners units rehabilitated</p>
3	<b>Goal Name</b>	Rental Housing Repair Programs
	<b>Goal Description</b>	<p>Goal: Support the acquisition, creation, rehabilitation, and preservation of affordable housing units, including the adaptive re-use of non-housing structures for use as affordable housing.</p> <p>Objective 1.3: Provide support for the rehabilitation of rent-restricted, existing multifamily affordable housing.</p> <p>Performance Goal: 400 rental units rehabilitated</p>
4	<b>Goal Name</b>	Public Services - Homeless Shelters/Transitional
	<b>Goal Description</b>	<p>Goal: Support emergency shelters, transitional housing, agencies that provide safety net services, and agencies that provide housing related supportive services aimed at keeping people in their homes.</p> <p>Objective 1.1: Provide operational support for emergency shelters and transitional housing programs that serve individuals and families.</p> <p>Performance Goal: 2,000 persons assisted</p>
5	<b>Goal Name</b>	Public Services - Safety Net Services
	<b>Goal Description</b>	<p>Goal: Support emergency shelters, transitional housing, agencies that provide safety net services, and agencies that provide housing related supportive services aimed at keeping people in their homes.</p> <p>Objective 1.2: Provide operation support for agencies that provide safety net services.</p> <p>Performance Goal: 5,000 persons assisted</p>

6	<b>Goal Name</b>	Public Services - Supportive Services
	<b>Goal Description</b>	<p>Goal: Support emergency shelters, transitional housing, agencies that provide safety net services, and agencies that provide housing related supportive services aimed at keeping people in their homes.</p> <p>Objective 1.3: Provide support for agencies that provide supportive services aimed at keeping people in their homes, including financial literacy programs and fair housing services.</p> <p>Performance Goal: 500 persons assisted</p>
7	<b>Goal Name</b>	Public Facilities (Including Shelters)
	<b>Goal Description</b>	<p>Goal: Support community and economic development programs and projects, including emergency shelters and supportive housing projects, community facilities, and job creation/retention programs.</p> <p>Objective 1.1: Provide funding for the development or rehabilitation of emergency shelters or facilities providing service-enriched supportive housing for persons with special needs to meet the goals of the HOPE Plan to Prevent and End Homelessness in San Mateo County.</p> <p>Performance Goal: 120 persons assisted</p>
8	<b>Goal Name</b>	Community Facilities
	<b>Goal Description</b>	<p>Goal: Support community and economic development programs and projects, including emergency shelters and supportive housing projects, community facilities, and job creation/retention programs.</p> <p>Objective 1.2: Provide funding for the development or rehabilitation of community facilities serving lower income individuals and households.</p> <p>Performance Goal: 50,000 persons assisted</p>

9	<b>Goal Name</b>	Micro-Enterprise and Job Creation/Retention
	<b>Goal Description</b>	<p>Goal: Support community and economic development programs and projects, including emergency shelters and supportive housing projects, community facilities, and job creation/retention programs.</p> <p>Objective 1.3: Provide support for activities which result in the creation or retention of permanent employment opportunities for lower income persons.</p> <p>Performance Goal: 50 jobs created or retained</p>

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

Rental units constructed:

750 Household Housing Units

Rental units rehabilitated:

400 Household Housing Units

Homeowner Housing Added:

25 Household Housing Units

Homeowner Housing Rehabilitated:

25 Household Housing Units

Housing for Homeless added:

150 Household Housing Units

## **SP-50 Public Housing Accessibility and Involvement - 91.415, 91.215(c)**

### **Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)**

Not Applicable.

### **Activities to Increase Resident Involvements**

Residents are encouraged to actively participate in assisting staff in maintaining the complex in the best condition possible. The HA encourage residents to report maintenance issues inside and outside their apartments. These both provide staff with valuable information, as well as gives the residents a sense of responsibility of their surroundings. Meetings are held with residents on a regular basis to inform them of all upcoming work scheduled to take place, and to gather resident feedback and special requests. A resident site representative is in charge of general cleaning of the entire complex, as well as monitoring safety and resident compliance with House Rules.

### **Is the public housing agency designated as troubled under 24 CFR part 902?**

No

### **Plan to remove the 'troubled' designation**

Not Applicable.



## **SP-55 Strategic Plan Barriers to Affordable Housing - 91.415, 91.215(h)**

### **Barriers to Affordable Housing**

The dissolution of redevelopment agencies has fundamentally altered affordable housing financing in all of California. There had been 13 RDAs in the County and many of them provided a fairly predictable source of funds for affordable housing development. While the County Board of Supervisors took a leadership role in approving on April 9, 2013 the use of \$10.05 million RDA “boomerang” funds – the return to the County of former RDA funds for various local uses – to be used specifically for affordable housing development and another \$3.35 million for capital needs of shelters, these funds are one-time only. As such, this lack of a local dependable funding stream is aggravated by the fact of 21 political jurisdictions, each with its own entitlement processes. In this light, affordable housing developers must become even more strategic in negotiating a successful critical path for increasing the housing supply. All this within the context of continuing cuts in federal entitlement allocations in CDBG and HOME, two “work-horse” type funding, typically used as the initial at-risk funds to carry projects through their due-diligence and entitlement phases, and as gap financing to round out projects’ often multiple layers of financing.

### **Strategy to Remove or Ameliorate the Barriers to Affordable Housing**

The dissolution of RDAs will result in re-characterizing post-RDA funds as property tax revenues to be redirected to the counties to pay for various essential public services. Housing advocates across the state, including in this County, are working with their local government partners to dedicate some of the property tax residual distributions generated under the dissolution process (“boomerang funds”) for affordable housing. In April 2013, the County was the first county in California to approve a portion of the one-time boomerang funds for housing when the Board of Supervisors approved the use of \$10.05 million for housing development and another \$3.35 million for capital needs of shelter. County housing advocates are also continuing to work to streamline the patchwork of entitlement procedures. All efforts involve political trade-offs, easing the fear of political trespassing, and re-balancing priorities.

## **SP-60 Homelessness Strategy - 91.415, 91.215(d)**

Describe how the jurisdiction's strategic plan goals contribute to:

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The CoC has developed an ambitious 2013 workplan for implementation of the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act. This interim rule, which became effective August 30, 2012, establishes the regulations for the new Continuum of Care (CoC) Program and focuses on regulatory implementation of the Continuum of Care Program, including the Continuum of Care planning process. The HEARTH Act imposes new requirements relating to CoC Board structure and governance and CoC responsibilities. The attached table, also reprised in the Appendix, enumerates key work items for 2013 that the San Mateo CoC will undertake in order to implement HEARTH.

### **Addressing the emergency and transitional housing needs of homeless persons**

This will be addressed in the above workplan.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.**

This will be addressed in the above workplan.

**Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs**

This will be addressed in the above workplan

## **SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

Once environmental assessments are conducted by County Environmental Health and the results verify the presence of lead in a dwelling unit, the property owner is required to do lead hazard reduction/abatement as determined necessary by the County Health Lead Investigator/Assessor. Environmental Health has a Housing Inspection Program that conducts routine inspections at apartment buildings with 4 units or more. A part of the routine inspection involves the observation, documentation and abatement of deteriorated lead-based paint at these buildings. All inspection reports sent to the property owners include the following information:

**HEALTH AND SAFETY CODE SECTION 17920.10 (a) any building or portion thereof including any dwelling unit, guestroom, or suite of room, or portion thereof, or the premises on which it is located, is deemed to be in violation of this part as to any portion that contains lead hazards. For purposes of this part "lead hazards" means deteriorated lead-based paint without containment, of one or more of these hazards are present in one or more locations in amounts that are equal to or exceed the amounts of lead established for these terms in Chapter 8 (commencing with Section 35001) of Division 1 of Title 17 of the California Code of Regulations or by this section and that are likely to endanger the health of the public or occupants thereof as a result of their proximity to the public or occupants thereof.**

**LEAD HAZARD WARNING -Lead-safe work practices are required by State of California Law for all work that disturbs paint in pre-1978 buildings due to the possible presence of lead-based paint. As of April 22, 2010, the US EPA requires all workers (including property owners) who disturb pre-1978 painted surfaces to be trained, and all firms to be EPA certified, in lead safety. For more information, contact EPA at [www.epa.gov/lead](http://www.epa.gov/lead) or San Mateo County Environmental Health 650-372-6200.**

Finally, County Environmental Health has developed outreach materials that are given out to the public at large upon request. These materials include:

**THE LEAD-SAFE CERTIFIED GUIDE TO RENOVATE RIGHT (EPA)**

**PROTECT YOUR FAMILY FROM LEAD IN YOUR HOME (EPA)**

**CONTRACTORS: LEAD SAFE DURING RENOVATION (EPA)**

**REPORT UNSAFE WORK: [WWW.GETLEADOUT.ORG](http://WWW.GETLEADOUT.ORG) ( <http://www.GETLEADOUT.ORG> )**

### **How are the actions listed above related to the extent of lead poisoning and hazards?**

As noted elsewhere in the ConPlan, the County's housing stock is old, with 83% of the ownership stock and 81% of the rental stock 33 years or older. As such, it can reasonably be expected that these units have LBP, but the extent of loose paint and disturbed painted surfaces is unclear. The County maintains a list of cases in which it was notified for LBP assessment. It performed 25 lead assessments in 2012. The County Department of Housing is working collaboratively with County Environmental Health and the nonprofit Rebuilding Together to develop a cogent plan for the use of LBP settlement funds of around half a million dollars.

### **How are the actions listed above integrated into housing policies and procedures?**

The County's housing rehabilitation programs require that lead assessments be performed for all housing built before 1978 undergoing improvement with County funds. The level of effort for the assessments is in accordance with HUD requirements based on three thresholds of cost of work (excluding the lead reduction): less than/equal to \$5,000; \$5,001 to \$25,000; and above \$25,000. If the improvement work costs less than/is equal to \$5,000, then the approach is "do no harm." If the work costs \$5,001 to \$25,000, the approach is to identify and control lead hazards. For work exceeding \$25,000, the approach is to identify and stabilize deteriorated paint. Any lead testing and clearances are done by a certified specialist.

## **SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

Poverty is a condition with no simple solutions. Poverty is not an episodic descent into a state of low income, but a persistent situation in which low income results from an inability to enter the mainstream. Poverty can be caused by meager job skills, family breakdown, disability, bad luck, and more than likely, a combination of the aforementioned. The County continues to develop creative initiatives to reduce the number of poverty level families. The County Human Services Agency along with the new Economic Development Agency are structured to arrest the impact of poverty in terms of social services and job training opportunities.

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

Community Action Agency (CAA) and Community Action Plan (CAP). In response to the recent closure of CAA, the County at the request of various stakeholder agencies, revived it in order to access federal funds available for CAAs under the Community Services Block Grant (CSBG). Formerly an independent nonprofit, the new CAA is affiliated with the County. The mission of the new San Mateo County Community Action Agency (SMC-CAA) is to eliminate the causes and ameliorate the conditions of poverty, by advancing the self-sufficiency of low income families and individuals in San Mateo County. Its Community Action Plan includes an assessment of the community's poverty-related needs and available resources, and articulates feasible goals, and strategies to prioritize services and activities to promote the goal of self-sufficiency for low-income people in San Mateo County. The CAP describes the wide range of programs in place in San Mateo County to address poverty, including information and referral, food programs, employment and training, education, family and youth services, health and behavioral health services, legal service and senior services.

CAA has identified the greatest need to be in Homelessness Prevention. As indicated in the Community Profile, housing costs are extraordinarily high in San Mateo County, making it extremely difficult for low income households to maintain their housing. The CAA has prioritized its allocation of CSBG program funds to provide rapid rehousing that had been earlier provided by HPRP. The CAA is committed to assisting low income households to access the services and financial assistance they need to gain greater stability and independence.

Employment Services - HSA has developed a comprehensive array of employment services available to poverty level families and low-income workers including those formerly incarcerated. First time or re-entry workers are able to participate in job search skills, employability skills and a variety of career oriented activities. Families with multiple employment barriers are offered intensive supports to overcome the barriers. Low income wage earners are offered career enhancement skills and job retention supports. HSA launched a subsidized employment program which presents qualified low-

income families more job placement opportunities. HSA has developed partnerships with a range of community stakeholders to increase the opportunities and services for low-income families.

#### Self Sufficiency Program of HIP Housing

The Family Self-Sufficiency (FSS) Program is a five-year program combining case management with rental assistance to help existing HCV families' transition from public assistance or underemployment to employment at a wage or salary that provides economic independence. FSS staff and the head of household work in partnership to create an individualized self-sufficiency plan and communicate regularly to gauge the participant's progress. A unique feature of the FSS Program is the escrow account. As each participant's earned income increases, so does the amount he/she pays toward rent. When this happens, HACSM places an amount equal to the rent increase due to employment into an escrow account. The escrow account balance continues to build, with interest, as the participant progresses toward self-sufficiency. Once the participant has completed the Contract of Participation and has been independent of public assistance for at least the final year of the contract, he/she is eligible to receive the escrow account.

## **SP-80 Monitoring - 91.230**

**Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

Organizations funded are regularly monitored by HCD staff through review of quarterly performance reports as well as through on-site monitoring visits in accordance with a risk assessment protocol established in the CDBG/ESG subrecipient monitoring manual jointly developed by the five CDBG entitlement jurisdictions in the County (Daly City, South San Francisco, San Mateo, Redwood City, County). In addition, capital projects funded through federal entitlement HOME/CDBG funding are monitored for compliance with applicable environmental, procurement, financial and labor regulations plus receipt of construction progress report, quarterly status reports, and the occasional site visit.

County HCD staff also monitors HOME-funded projects in accordance with HOME requirements. On-site inspections are conducted annually for completed projects with 25 or more units, every other year for projects with 5 to 24 units and every three years for projects with less than 5 units. HCD staff conducts on-site physical inspections of the development and reviews tenant income certification. The County is exploring efficiencies to effectively collaborate and/or cooperate with other partnering jurisdictions in the monitoring of HOME-funded projects since many projects receive dual HOME funding – from the County plus a HOME entitlement city.

In order to be more vigilant regarding timeliness of expenditures, HCD has developed an excel database to track project activity under the three HUD entitlement grants. All HUD-funded projects are entered into this database. On a monthly basis, and more often if needed, HCD staff meet to review project status, including funding commitments and expenditures, particularly under CDBG and HOME. The information is updated from and compared to recent IDIS set-up and expenditure data. This database will also track Davis-Bacon and Section 3 compliance projects. At these meetings, Staff will also make quarterly projections of expenditures, including any necessary revisions to reflect recent expenditures not yet drawn down in IDIS or to fine-tune projections.

## Expected Resources

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

#### Introduction

This section examines the amount of federal funding projected for the next year for housing and community development activities and their financial leveraging impact on other resources. The federal CDBG, HOME, and ESG allocations, had been originally estimated on a 5% across the board sequestration reduction, but on May 30, HUD provided the final definitive allocations as of the date of input of this section, and the budget was revised according. The County did better on CDBG and HOME than expected (respective reductions of 1.41% and 4.61% from the previous year, but fared worse on ESG (reduction of 18.5%). [The entitlement cities in the County sustained decreases as deep as 6.8% and increases as much as 7.7% in their CDBG/HOME allocations). Appendix F provides a concise summary of the County's Action Plan Sources (anticipated funding) and Uses (projects).

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	2,444,448	1,025,020	757,427	4,226,895	10,800,000	Largest area of leverage is in Housing Development. CDBG/HOME will leverage RDA "boomerang" funds, HEART funds, and tax credit proceeds, among other sources.



Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	902,090	975,698	0	1,877,788	3,560,000	HOME funds would merely act as pivotal gap financing to leverage sources indicated above.
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	180,874	0	0	180,874	720,000	ESG funds will be targeted to a single provider and will be used for shelter operations and rapid-rehousing. This provider, IVSN will continue to garner funds from CoC allocations and other sources.

**Table 53 - Expected Resources – Priority Table**

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

CDBG-, HOME-, and ESG-funded program operations will be leveraged by other federal and/or governmental support for their specific type of services, and by foundation support and other private fundraising. Housing developments will be by low income housing tax credit proceeds, and in the near term, by the \$10 million of post-RDA “boomerang” funds, as well as by possibly other local funds, including HEART (the County’s trust fund). HOME matches are determined on a case by case basis, but may include supportive housing services, other local funds, Affordable Housing Program (AHP) funds under the Federal Home Loan Bank, etc. One proposed housing project in Daly City is expected to receive city-owned land to comprise part of the project site (on Mission St) as well as Daly City HOME funds. This land donation may fulfill the HOME match requirements for both the City and the County should the County fund this project.

In terms of leveraging CDBG public services funding, the County will again partner with the Silicon Valley Community Foundation to fund its 2013 Food and Shelter Program. Each has committed to continue to provide \$500,000 to support a spectrum of safety net services. In May 2013, the Board of Supervisors met to discuss the idea of applying a portion of Measure A sales tax proceeds not only for housing, but also for shelters and safety net services. While housing development was not recommended for funding in the short term due to the \$10 million of post-RDA funds, Measure A is a 10-year surtax on County sales tax and anticipated to raise \$60 million annually for various essential services and needs, which may include housing in the future. The County Board of Supervisors will make a definitive decision on Measure A allocations in September 2013.

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

Not applicable.

## **Discussion**

## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Develop New Multifamily and Homeless Units	2013	2018	Affordable Housing		Housing Development/Housing Repair & Modification	CDBG: \$2,193,369	Rental units constructed: 166 Household Housing Unit

Table 54 – Goals Summary

#### Goal Descriptions

1	Goal Name	Develop New Multifamily and Homeless Units
	Goal Description	Support the development of new housing, acquisition/rehabilitation of existing housing, conversion of non-housing structures to provide affordable housing, permanent supportive housing, or transitional housing for extremely-low and very low-income individuals, families, and persons with special needs.

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

### Introduction

FY 2013-14 activities were selected through the County's NOFA process, which involved initial staff reviews and recommendations followed by a public hearing presided by the Housing and Community Development Committee, the County's public advisory body to the Board of Supervisors on CDBG, HOME, and ESG funding matters. Subsequent to the initial submission of the Action Plan, the County amended the Plan twice in accordance with the Citizens Participation Plan. The projects enumerated reflect the two amendments. The Housing Reserve established for up to three housing activities has since been allocated to two housing developments (Daly City Mission St. Family Housing, and Willow Veterans Housing), plus improvements to various community facilities. As part of streamlining efforts, last year the County began implementing a two-year funding allocation process for grant-funded programs. These comprise public service programs, including shelter operations and fair housing; minor home repair programs administered by nonprofit agencies; and microenterprise activities.

#	Project Name
1	Housing Development Reserve
2	Rental Housing Rehabilitation
3	Public Facilities
4	Public Services - General
5	Public Services - Fair Housing
6	Housing Rehab Revolving Loan Program
7	xxxx
8	xxxx
9	xxxx
10	xxxx
11	xxxx
12	xxxx
13	xxxx
14	xxxx

Table 55 – Project Information

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

The housing reserve is for housing development for up to three specific projects that responded to the County's FY 2013-14 NOFA, but which County staff and the HCDC found premature. At a June update process, two of the three applicants provided updates at which time an allocation was made. The three projects are: (1) Willow Apartments (proposed by Core Affordable Housing Developers), 60 units of studios/1 BR units targeted to ELI client, including homeless and at-risk vets. Project site is located at the Menlo Park VA grounds; (2) Daly City Apartments (proposed by Eden Housing), 75 units of family housing in the Daly City transit corridor; and (3) Mission St. Family Housing (proposed by MP The Farm, a

CHDO), 52 units of family housing along the Mission St. Corridor in Daly City. Allocations were made to Willow Apts (\$375,000) and Mission St. Family Housing (\$636,306).

The overall allocation priorities are based on funding objectives developed and revisited each year through a public participation process. A major obstacle to addressing underserved needs is the obvious continual reduction of CDBG /HOME funds. The County's funding objectives fall under three major categories:

**A. Housing Development/Housing Repair and Modification Programs**

**B. Public Services Programs (including Shelter Operations & Fair Housing Enforcement)**

**C. Community & Economic Devt (including Public Facilities & Micro-Enterprise Assistance)**

The Housing Development reserve is for housing development for up to three specific projects that responded to the County's FY 2013-14 NOFA, but which County staff and the HCDC found premature. Each is asked to return in June to provide updates at which time an allocation may be made. The three projects are: (1) Willow Apartments (proposed by Core Affordable Housing Developers), 60 units of studios/1 BR units targeted to ELI client, including homeless and at-risk vets. Project site is located at the Menlo Park VA grounds; (2) Daly City Apartments (proposed by Eden Housing), 75 units of family housing in the Daly City transit corridor; and (3) Mission St. Family Housing (proposed by MP The Farm, a CHDO), 52 units of family housing along the Mission St. Corridor in Daly City.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Housing Development Reserve
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Housing Development/Housing Repair & Modification
	<b>Funding</b>	HOME: \$1,566,073
	<b>Description</b>	Reserve allocated to two projects Core- Willow Apartments (60 units on Menlo Park VA Site); and MP The Farm - Daly City Mission St. Family Housing (52 units).
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	To support two new construction projects (1) Daly City Mission Family Housing (52 units); and (2) Willow Vet Housing -Menlo Park VA Campus (60 units).
2	<b>Project Name</b>	Rental Housing Rehabilitation
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Housing Development/Housing Repair & Modification
	<b>Funding</b>	CDBG: \$805,889
	<b>Description</b>	County has a revolving loan program for nonprofit multifamily rental housing rehab. Two projects in the Action Plan are designated, but as funds become available, more projects may be added.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	

	<b>Location Description</b>	
	<b>Planned Activities</b>	<p><u>Leslie Sr. Communities</u> - Lesley Towers, San Mateo - conversion of 20 units in existing 200 unit affordable complex, into 16 assisted living units; also modernization work for common areas, including kitchen of this 50-year old complex. CDBG \$215,389 for gap financing.</p> <p><u>Runnymede Gardens</u> - Rehab of 78 unit affordable senior development in EPA; replacement of windows and sliding doors of development built in 1980. \$340,500.</p> <p><u>Family Crossroads</u> \$250,000 Rehab of 14 Transitional housing for homeless families. (Project was earlier approved in FY 12-13 but cancelled, and now revived as Sponsor feels more ready to rehab this fiscal year.)</p>
<b>3</b>	<b>Project Name</b>	Public Facilities
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Housing Development/Housing Repair & Modification
	<b>Funding</b>	CDBG: \$362,500
	<b>Description</b>	Upgrades to facilities which serve low income clients. This category includes Rebuilding Together's National Rebuilding Day for Community Facilities.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	This category comprises: CID, Rebuilding Together Peninsula - National Home Rehab Day/Safe at Home; Sr. Coastsiders; and El Concilio of SMC,
<b>4</b>	<b>Project Name</b>	Public Services - General
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Community & Economic Devt
	<b>Funding</b>	CDBG: \$350,000



	<b>Description</b>	Various programs providing one or more services aimed at keeping people in their homes. These service may include eviction defense; services to: DV survivors, seniors, youth, parolees or ex-convicts.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	<p>This category consists of 6 major facilities plus Rebuilding Together Peninsula's National Rehab Day for Facilities (5 community facilities)</p> <p><u>Coastside Adult Day Health Center</u> - Fees for construction manager and architectural fees for tenant improvement buildout for senior adult day center in Half Moon Bay. Site is ground floor of the Mercy Coastside Sr. Housing Development under construction. \$75,000 CDBG.</p> <p><u>Coastside Childrens Program - Montara site rehab</u> -Rehab of the floors in the Montara school-age enrichment program. This work was identified by an leveling inspection of the modulars done last year. \$25,000 CDBG.</p> <p><u>CORA - 2205/2211 Palm Av., San Mateo</u> -reroofing; parking lot repaving for ADA accessilbity. \$100,000 CDBG.</p> <p><u>Women's Recovery Association</u> - repair/upgrade work on 3 treatment homes: Laurel House; Elms House; and Hillside House, all located in San Mato. \$25,000 CDBG</p> <p>Boys &amp; Girls Club of No. SMC, SSF - Emergency Wall Rebuild, collaborative effort with City of SSF - \$100,000 CDBG</p> <p>Rebuilding Together Peninsula - National Rehab Day for Facilities CDBG \$25,000</p>
5	<b>Project Name</b>	Public Services - Fair Housing
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Community & Economic Devt
	<b>Funding</b>	CDBG: \$70,000
	<b>Description</b>	Fair housing enforcement, including testing and marketing.
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	<p><u>Child Care Coordinating Council</u> - 4 series of trainings for child care business formation/strengthening. CDBG \$30,000 (goal 40 businesses).</p> <p><b>Renaissance Entrepreneurship Center</b> - Midpeninsula Program, which provides counseling and training for existing and emerging small businesses. \$40,000</p>
6	<b>Project Name</b>	Housing Rehab Revolving Loan Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Public Services Programs
	<b>Funding</b>	CDBG: \$172,000
	<b>Description</b>	Single family housing rehab. Each rehab project to be set up as individual activity.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	

	<b>Planned Activities</b>	Bay Area Legal Aid - DV Legal Safety Net \$20,000 Coastside Adult Day Health Center - Aging in Place \$20,000 Community Legal Services in East Palo Alto (CLSEPA) - \$20,000 Friends for Youth - Mentoring Services \$10,000 Human Investment Project (HIP) - Home Sharing - \$52,000 Legal Aid of SMC - Homesavers \$20,000 Peninsula Volunteers - Rosener House Adult Day Services \$10,000 Peninsula Volunteers - Meals on Wheels \$10,000 Service League of SMC - Transitional Living Case Mgt \$10,000
7	<b>Project Name</b>	xxxx
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Community & Economic Devt
	<b>Funding</b>	CDBG: \$28,000
	<b>Description</b>	
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Project Sentinel - Fair Housing enforcement and market services. \$28,000
8	<b>Project Name</b>	xxxx
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Public Services Programs
	<b>Funding</b>	CDBG: \$148,118
	<b>Description</b>	
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	CDBG funding of \$148, 118 will be directed to InnVision Shelter Network as a result of the MOU between Department of Housing and Human Services Agency (HSA). HSA will administer the funds as part of its larger admin of shelter funding. Other shelters, rather than receiving CDBG, will be receiving a larger share of County General Funds.
<b>9</b>	<b>Project Name</b>	xxxx
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Public Services Programs
	<b>Funding</b>	ESG: \$180,874
	<b>Description</b>	
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	InnVision Shelter Network approved for the following ESG: Shelter Operations \$108,525 Rapid ReHousing \$58,783 ESG Admin - \$13,566
<b>10</b>	<b>Project Name</b>	xxxx
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$76,300
	<b>Description</b>	

	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	This is part of the DOH-HSA MOU in which DOH will block-grant \$76,300 to HSA for core services. Again HSA will direct the funding to a single Core Service Agency (Samaritan House), but will re-distribute a portion of County General Funds from Samaritan House to 5 other core agencies such that each gets an amount of General Funds equal to what they would've gotten from CDBG.
<b>11</b>	<b>Project Name</b>	xxxx
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Housing Development/Housing Repair & Modification Public Services Programs Community & Economic Devt
	<b>Funding</b>	:
	<b>Description</b>	
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Program administration. [CDBG delivery costs budgeted in amount of \$110,719 to be added to various program activities as needed.]
<b>12</b>	<b>Project Name</b>	xxxx
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	:

	<b>Description</b>	
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	For 5 to 8 rehab projects plus reserve for off-cycle or emergency projects.
<b>13</b>	<b>Project Name</b>	XXXX
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$110,779
	<b>Description</b>	
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>14</b>	<b>Project Name</b>	XXXX
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	:
	<b>Description</b>	
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Scheduled repayments on 108 loan.

## **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**

Funding will be directed throughout the County. While there are identified pockets of low income and/or minority concentrations, these areas are identified for concentrated investment to the extent or proposed projects. Given the high cost of land, geographic investment of CDBG and HOME funds are often opportunistic, especially for housing development, which is encouraged along major transit lines and nodes. That said, the County has identified East Palo Alto for the development of an emergency shelter, as the 2011 Homeless County determined that homeless in this city are under served. The County has targeted \$3.35 million of post-RDA “boomerang” funds for capital needs of shelters, and specifically \$1.2 million for two-year operating funds for a shelter in East Palo Alto.

### **Geographic Distribution**

Target Area	Percentage of Funds

**Table 56 - Geographic Distribution**

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

To maximize the utility and benefits of CDBG, HOME, and ESG, it is felt that these funds should not necessarily be targeted to specific geographic areas, except that affordable housing development is encouraged along transit corridors and near transit nodes throughout the County. Housing rehab is seen as countywide, as older units, both homeownership and rental units are located throughout the county. Community-based services and facilities are strategically located throughout the County and generally serve either their specific surrounding areas or the entire county.

### **Discussion**

CDBG, HOME, and ESG funds are being used throughout the County according to funding priorities approved by the Housing and Community Development Committee. While wealthy geographic communities exist in the County, poverty and low income households are not strictly contained within specific geographic boundaries.



## Affordable Housing

### AP-55 Affordable Housing - 91.420, 91.220(g)

#### Introduction

FY 2013-14 marks uncharted and rocky waters for affordable housing development in this County. The loss of redevelopment funds for affordable housing development has profoundly impacted housing development. The County, as a local jurisdiction often expected to commit first-in risk capital, must be even more strategic in allocating precious CDBG and HOME funds for housing development. The extent to which developers have secured other commitments in the entitlement process and even other funding have become critical to local funding decisions in these especially lean times.

One Year Goals for the Number of Households to be Supported	
Homeless	
Non-Homeless	
Special-Needs	
Total	

**Table 57 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	5
Total	5

**Table 58 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

The unit production goals above are ambitious metrics developed as a result of the NOFA applications requesting funds. These comprise new construction of: 60 units of homeless veterans and other ELI households; and 127 units of family and special needs housing. In terms of rehab, the County received two applications for multifamily rehab totaling 274 units (196 at Lesley Gardens and 78 units at Runnymede). An additional 6 units are estimated for single family rehab. Not counted in the metrics are a couple of hundred homes to undergo minor home repair and accessibility retrofits by the four nonprofit minor home repair agencies in the county.

## **AP-60 Public Housing - 91.420, 91.220(h)**

### **Introduction**

As noted elsewhere, the San Mateo Housing Authority is relatively unique as it is one of only 30 PHAs in the entire nation to be authorized a Moving to Work (MTW) Agency. This designation allows it a degree of flexibility from rigid PHA rules and encourages innovation in program administration and operations tailored to local needs as delineated below.

### **Actions planned during the next year to address the needs to public housing**

While this was mentioned before, these actions are reprised here again:

The following are focus areas for future initiatives outlined in the HA's current 2013-14 Moving to Work Plan:

Serve More Families - The number of households that qualify for rental assistance in San Mateo County far exceeds the number of vouchers available. In July 2008, when HACSM opened its Housing Choice Voucher program waiting list, over 23,000 families applied. By lottery, 3,600 households were selected for the waiting list, the number that HACSM can reasonably expect to serve over three to four years. Because the vouchers allocated to HACSM are fully utilized, only 16 vouchers (approximately) per month become available, due solely to average turn-over created by families who leave the program.

Over the past year, HACSM researched and developed a strategic plan for using its voucher resources in ways that meet specific goals over the next five years. Three broad goal areas were developed: serving residents most in need, facilitating residents' self-sufficiency, and building sustainable system capacity. Specifically, the plan calls for increased PBA partners, increased creation of new affordable units using project-based vouchers, and expansion of the 5-year self-sufficiency program from its current 300 vouchers to 800 vouchers.

In order to increase the self-sufficiency program and to serve more families in San Mateo County with more services, HACSM is proposing to institute a five-year time-limit to the housing subsidy for all new applicant households that are not designated senior or disabled households up to 800 vouchers. Program participants will participate in a greatly expanded and enriched self-sufficiency program. The proposed initiative includes a comprehensive hardship policy for elderly and/or disabled persons as well as for self-sufficiency participants who need some additional time to achieve their goals.

Expand Community Partnerships and Commitments with Support Service Providers - Prior to the implementation of the initiative (Serve More Families) stated above, HACSM will develop strong program partnerships with a variety of educational institutions, work force development providers, and county and community health and social service providers.

Electronic Content Management - HACSM is converting to an electronic content management system

that will not only eliminate most paper from our operation, but will also enable the agency to implement automated work-flow processes that will amplify experiences already achieved through MTW reforms. The technology platform will also enable clients to accomplish many of their housing program needs on-line if they choose.

Expand Affordable Housing Partnerships and Project-Based Programs - HACSM will use its MTW flexibility to assist in the development of new or rehabilitated affordable housing by strategically project-basing HCV vouchers as a key financial component. Project-Based Vouchers' contractual obligation for long-term unit availability is also important in our perennially tight housing market.

Half Moon Village Redevelopment - As a result of MTW single-fund flexibilities, HACSM has been able to begin construction of a new 160-unit affordable senior housing complex in Half Moon Bay. This project replaces 60 units of obsolete senior housing units as part of a major new "senior campus" that will include a senior center and an adult day health center. HACSM has invested \$4million through a long-term loan thereby leveraging an additional \$61 million in funding.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

As noted earlier, residents are encouraged to actively participate in assisting staff in maintaining the complex in the best condition possible. The HA encourage residents to report maintenance issues inside and outside their apartments. These both provide staff with valuable information, as well as gives the residents a sense of responsibility of their surroundings. Meetings are held with residents on a regular basis to inform them of all upcoming work scheduled to take place, and to gather resident feedback and special requests. A resident site representative is in charge of general cleaning of the entire complex, as well as monitoring safety and resident compliance with House Rules.

In terms of homeownership, the HA has an active Family Self Sufficiency Program (FSS) which provides housing assistance using public and private resources to help families achieve economic independence. The underlying premise is that when a family's basic needs for affordable and stable housing are met, the family can better focus on other needs, such as skill development and job search. FSS is designed for Section 8 program participants and/or public housing residents. (Currently, the HACSM manages the FSS program for Section 8 participants only, not public housing residents.) Though only the designated head of the household must sign the FSS Contract of Participation, the program is designed for the whole family and everybody's needs are taken into account. FSS programs partner with other service providers, such as: employment and training agencies, community colleges, job search and placement organizations, alcohol and drug services, childcare providers, youth organizations, older adult services, health services, emergency services, credit counselors, the local CalWORKs office, and many more. Currently 95 families are enrolled in FSS, and 12 have already purchased a home. Most of the remaining 85 families are participating in FSS with a major goal of homeownership as well.

### **Key Features of the FSS Program:**

**Contract of Participation** - In order to join FSS, the participant must sign a five-year Contract of Participation, which states all the agreed upon terms between the participant and the Housing Authority (HA). Participants are expected to complete their goals within five years, though the Contract of Participation may be extended up to two years for good cause.

**Self-Sufficiency Plan** - The Self-Sufficiency Plan consists of the participant's final goal, interim goals, and specific steps the participant needs to take in order to accomplish those goals. Typically, goals are focused on attaining full-time employment, job advancement, training and education, financial stability, reliable transportation, childcare, and personal growth and development.

**Case Management** - FSS case managers work in partnership with participants to identify and secure resources that yield self-sufficiency. Case management includes supportive counseling, information and referrals, and ongoing goal development and planning, which will ultimately help participants gain skills and lifelong learning that continue beyond their participation in FSS.

**Escrow Accounts** - In general, as a family's earned income increases, the amount the family must pay for rent increases. When this happens, the Housing Authority takes a portion of the rent subsidy that is saved and places it in an interest-bearing escrow account. The account is held for the family until they have completed all goals set in the Self-Sufficiency Plan. Once the family has met its goals and become independent of public assistance, they may cash out the escrow account. This program component has allowed hundreds of families nationwide to transition from subsidized housing to homeownership.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Not Applicable.

## **Discussion**

The Housing Authority of the County of San Mateo (HACSM) continues its commitment to increasing affordable housing choices for families, promoting the self-sufficiency of program participants, and developing administrative efficiencies. Its MTW designation allowing certain flexibilities from certain HUD rigidities has facilitated the development of innovations through collaboration with community stakeholders.

## **AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)**

### **Introduction**

The County's Continuum of Care was recently notified of its 2012 competitive award under the Continuum of Care Program. It will receive \$5.8 million for various homeless programs, many including transitional housing programs and shelter plus care vouchers for permanent supportive housing. The County's priority for ranking applications put rapid re-housing as its highest priority for funding. The FY 2012 funds were not impacted by the automatic across the board budget cuts under sequestration. These funds will leverage the relatively small, but critical sum of Emergency Solutions Grant (ESG) funding used to support shelter operations and to provide rapid re-housing.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

While this discussion is a response to several questions in this section AP 65, this discussion has been echoed in other homeless sections of this ConPlan as well. The San Mateo County CoC is undertaking a wide range of efforts to meet the needs of homeless persons and those at risk of homelessness:

Chronically Homeless People: The CoC has created a multi-disciplinary, bi-lingual, Homeless Outreach Team (HOT) to conduct intensive outreach and engagement with unsheltered and chronically homeless people located throughout the County geography, with a particular focus on the cities with large numbers of unsheltered homeless people. The HOT team not only conducts outreach and engagement, but also helps homeless people move as quickly as possible into permanent housing and provides ongoing support to ensure their transition is successful. Specialized HOT teams focus on the Cities of San Mateo, Redwood City, and East Palo Alto.

The San Mateo County CoC has also been steadily adding new chronically homeless beds to the housing inventory. Over the next ten years, the CoC will pursue the strategies outlined in HOPE, the 10-Year Plan to End Homelessness. Strategies for increasing the supply of permanent supportive housing include: (1) CoC members will pursue education and advocacy with local jurisdictions on removing land-use barriers and creating incentives for development, streamlining permitting and approval processes, and identifying sites appropriate for multi-family rental development; (2) the Housing Authority, County Departments, and non-profit developers will seek out mainstream funding and other local resources to leverage state and federal funding for supportive housing; (3) the County Dept. of Housing and local jurisdictions will adopt ordinances promoting inclusionary zoning for the purpose of adding supportive housing units within larger affordable housing and market-rate housing developments.

Families with Children: To reduce the number of unsheltered families, the CoC has developed a rapid re-housing program (providing short-term rental assistance plus case management to homeless

families). The San Mateo County Human Services Agency (H.S.A.) is also committed to preventing families with children from ending up on the street and has provided funding for a motel voucher program to assist families with children that are waiting to access shelter.

Veterans: The San Mateo County CoC is very concerned about homelessness among veterans. In 2010, the CoC added the goal of ending veteran homelessness as a top priority in the annual update to HOPE. The CoC is working with the Veterans Task Force, convened in 2012 by the San Mateo County Board of Supervisors, to improve county-wide efforts to outreach to homeless and at-risk veterans, assess their service and housing needs, and help them access needed resources, including VASH vouchers, veterans benefits, etc.

Youth: Addressing the needs of homeless youth is identified as a top priority in the San Mateo County 10-Year Plan to End Homelessness. Currently, HUD CoC funds are provided to the San Mateo County Mental Health Association (MHA) to operate its SAYAT Program (Support and Advocacy for Youth in Transition), which provides case management and housing search/stabilization services to homeless youth. The San Mateo County Housing Authority (also a CoC Steering Committee member) has a supply of 25 FUP Vouchers for youth leaving the foster care system, to ensure they do not become homeless.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Discussion has been included above.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Discussion has been included second question above.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

Discussion has been included second question above.

## **Discussion**

Helping the County's homeless and assessing their needs through the emergency shelter and transitional housing system; helping in particular chronically homeless persons and families, vets and their families; and helping low income households avoid becoming homeless, especially those discharged from publicly funded institutions and systems of care, require active collaboration among the Human Services Agency, the County's Continuum of Care, the Health Department, and a spectrum of provider agencies. An on-going challenge, these efforts call for vigilance in promoting new approaches, new partnerships, along with implementation and evaluation.

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

### **Introduction**

In no uncertain terms, the dissolution of redevelopment agencies (RDAs) has fundamentally altered affordable housing financing in all of California. There were thirteen RDAs in the county and many of them provided a fairly predictable source of funds for affordable housing development. Lack of a local dependable funding stream is aggravated by the fact of 21 political jurisdictions, each with its own entitlement processes. In this light, affordable housing developers must become even more strategic in negotiating a successful critical path for increasing the housing supply.

### **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**

As noted earlier, housing advocates are organizing to redirect back to affordable housing some of the lost redevelopment agency funds that will come back to the county on a one-time basis to meet other public needs. But housing advocates also understand the county must balance all its priorities, including some newly imposed ones like Public Safety Realignment which directs low-risk offenders from the state prison system to the county jails, and the national Affordable Housing Act. The organizing process is a delicate one. Against this backdrop, on April 9, 2013, the County Board of Supervisors hosted a public hearing to consider housing-related options for the use of the portion of the liquidated RDA funds that will return to the County. The County is expecting a one-time redirect of some \$13.4 million of erstwhile RDA-generated tax increments. The County Manager has recommended to Board approval that \$13.4 million be used for housing, with 25% (\$3.35 million) going to shelter construction and improvements and 75% (\$10.05 million) directed to affordable housing projects. On May 7, 2013, the Board of Supervisors reviewed possible public uses of Measure A sales tax surcharge funds, and to what extent the revenues could be invested in affordable housing. Measure A is a ½ cent sales tax measure passed by voters in November 2012 and which will have a ten-year life-span that started April 1, 2013. An estimated \$60 million per year will be generated for various public purpose needs in the County. While housing development was not recommended for funding in the near term because of the “boomerang” largesse of \$10 million for affordable housing development, the May 7 hearing was part of a series of public meetings to be held from April 23 through July 23 to review a range of possible uses.

HEART, the County’s trust fund, in which the current membership includes 20 of the 21 political jurisdictions in the County, has developed some preliminary strategies, including advocating for the following: timely, dependable access to entitlements by developers; legislation that will provide permanent sources of funding for housing; and for a coordinated Housing Element process for local jurisdictions in the county to embrace. (Housing element law is the State’s primary market-based strategy to increase housing supply, affordability and choice. The law recognizes that in order for the private sector to adequately address housing needs and demand, local governments must adopt land-



use plans and regulatory schemes that provide opportunities for, and do not unduly constrain, housing development. Housing element law requires local governments to adequately plan to meet their existing and projected housing needs, including their share of the regional housing need.)

## **Discussion**

Actions to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing require great delicacy, astuteness, and doggedness, along with an ebullient sense of possibility. These challenges have emboldened a cadre of housing advocates to continually seek new and effective ways to work effectively with policy-makers to address these barriers.

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

### **Introduction**

As a collaborative facilitator, the County continues to implement various actions to: (1) address obstacles to meeting underserved needs; (2) foster and maintain decent affordable housing; (3) to reduce lead-based paint hazards; (4) reduce the number of poverty-level families; (5) develop institutional structure; and (6) to enhance coordination between public and private housing and social service agencies.

Affordable housing has catapulted as a prominent public policy issue occupying County policy makers. Various stakeholders have been spearheading initiatives in support of affordable housing development in the County. Most notable are the Housing Leadership Council (HLC), a membership organization that advocates for affordable housing in the County; C/CAG (City County Association of Governments); and Peninsula Interfaith Action (PIA), an umbrella association of some two dozen-plus religious organizations.

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

Through its annual NOFA priorities for use of CDBG, HOME, and ESG funds, the County places highest priorities on activities that meet underserved needs of low income residents, with emphasis on providing stable and permanent housing and services for a spectrum of extremely low income households, including homeless and at risk persons. The County Departments of Housing, Health, and the Human Services Agency continue to work collaboratively to develop and evaluate protocols and other actions that target underserved groups. These collaborations serve to ensure that their actions are not duplicative, do not work at cross-purposes, and leverage precious resources to maximal utility.

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

The County either supports or is a member of various housing advocacy groups motivated by the intersection of social justice and housing affordability for all groups. These groups include: the Housing Leadership Council of San Mateo County whose mission is to accelerate the production of new homes in San Mateo County at all affordability levels to create opportunities and a viable quality of life; the City/County Association of Governments (C/CAG), whose charge is to work with the County's 21 political jurisdictions to develop timely Housing Elements that respond adequately and sensitively to regional housing need numbers assigned to their respective jurisdictions; the Housing Endowment and Regional Trust of San Mateo County (HEART), a joint powers agency comprising currently 20 of the 21 political jurisdictions, is the County's housing trust fund and responsible for meeting critical housing needs in the County by raising funds from both public and private sources; and Peninsula Interfaith Action (PIA), whose mission is to create justice by forging a common sense of purpose among diverse communities, addressing local problems, putting faith into action, building hope and finding solutions, including in the affordable housing arena.

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

The County Housing Department is collaborating with County Environmental Health and the nonprofit Rebuilding Together to refine a plan to use settlement funds to address lead-based paint hazards in housing occupied by low income households, especially ones with children. This effort will leverage Environmental Health's existing efforts to address LBP in homes, described earlier in this ConPlan.

A Lead Based Paint Mitigation Fund has been established with proceeds from settlement of a lawsuit. Any qualified organization with appropriate credentials and experience may submit claims for reimbursement of eligible costs associated with any dwelling occupied by a child with a lead blood level at or above a threshold level, or any dwelling built before 1978 that is occupied by any family with children, in which a trained inspector has identified the presence of indicators of potential LBP. Eligible costs include inspections, development of scope of work for remediation, remediation and, where levels of toxicity are below the threshold at which remediation can be compelled, outreach and negotiation to encourage landlord participation. When estimated remediation costs exceed maximum per case, additional funds are available through the County's existing Toxic Substance Hazard Mitigation Loan Fund within the CDBG Housing Rehabilitation Revolving Loan Fund.

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

Noted elsewhere in the ConPlan and reprised here, poverty is a condition with no simple solutions. Poverty is not an episodic descent into a state of low income, but a persistent situation in which low income results from an inability to enter the mainstream. Poverty can be caused by meager job skills, family breakdown, disability, bad luck, and more than likely, a combination of the aforementioned. The County continues to develop creative initiatives to reduce the number of poverty level families.

The County designated and provides on-going support to a network of eight Core Service Agencies in the County. These agencies are located strategically throughout the County and cover specific geographic areas. They often are the first line to intercept clients seeking safety net services, that include information and referral to other agencies that specialize in particular knowledge and skill sets to address their problems directly. The Human Services Agency recently revived the moribund Community Action Agency (CAA), which receives a direct allocation of Community Services Block Grant funds to serve poverty level households.

The County, through the Human Services Agency, continues to provide a comprehensive array of employment services available to poverty level families and low-income workers including those formerly incarcerated. First time or re-entry workers are able to participate in job search skills, employability skills and a variety of career oriented activities. Families with multiple employment barriers are offered intensive supports to overcome the barriers.

The Housing Authority continues to provide the Family Self-Sufficiency (FSS) Program a five-year program combining case management with rental assistance to help existing families on Housing Choice

Vouchers (Section 8 rental assistance) to transition from public assistance or underemployment to employment at a wage or salary that provides economic independence. FSS staff and the head of household work in partnership to create an individualized self-sufficiency plan and communicate regularly to gauge the participant's progress. A unique feature of the FSS Program is the escrow account. As each participant's earned income increases, so does the amount he/she pays toward rent. When this happens, the Housing Authority places an amount equal to the rent increase due to employment into an escrow account. The escrow account balance continues to build, with interest, as the participant progresses toward self-sufficiency. Once the participant has completed the Contract of Participation and has been independent of public assistance for at least the final year of the contract, he/she is eligible to receive the escrow account.

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

This discussion is provided below in the next question.

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

Resonating throughout this ConPlan, the County facilitates numerous collaborations and continues to participate or initiates collaborations to enhance coordination between public and private housing and social service agencies. Stabilized housing is all-encompassing and often requires an array of services to keep vulnerable households in their homes. The very fact that of the 2005 formation of the Department of Housing as its own County department, with the stitching together the Housing Authority and the Housing and Community Unit under the rubric of the County Housing Department, speaks directly to effective County coordination of public and private housing. Also noted throughout this ConPlan, the County is very active in encouraging participation in collaborations involving the Department of Housing, the Human Services Agency, and the Health Department, the latter two which provide a palette of health and social services, many of which are supportive housing services.

One such example of an action to enhance coordination is the Grand Boulevard Initiative (GBI). This has been a multi-year multi-jurisdictional effort involving a collaboration of stakeholders united to achieve the shared vision of transforming the 43 mile stretch of the El Camino Real, a major north-south transportation arterial, into a grand boulevard. The visioning and design process calls for the integration of greater pedestrianization along with greater intensity of human-scale housing and commercial mixed use development along the street with shares of parks and public open spaces. The housing would be affordable for all income groups. Because El Camino traverses 19 cities within the County and outside the County into Santa Clara County, the GBI, currently led by the San Mateo County Transit District and by the Joint Venture: Valley Network, has been welcoming of challenge to marshal diverse and negotiate with divergent constituents. The El Camino Real was recognized as a Priority Development Area (PDA) in promoting the State's Sustainable Communities Strategy. Toward this end, the reduction of greenhouse gas emissions is one of the GBI's foremost goals.

## Discussion

In this climate of diminishing resources, collaboration and coordination have become *de rigueur* to providing affordable and stable housing within the context of a sustainable and healthy community. The County continues to seek innovative ways to create both formal and informal partnerships to enhance the quality of life for current and future generations. The County's participation and collaboration in various initiatives reveal the following themes that weave through at the local, county and regional level, and in turn guide the San Mateo Urban County Consolidated Plan:

- Due to a set of generally positive regional factors—good weather, resilient economy, natural and adopted urban growth boundaries, strong local control over local land use—there is high demand for housing in the Bay Area region.
- An overall shortage of housing relative to this demand creates upward price pressure. The National Coalition for Inclusionary Housing's annual report "Out of Reach" lists this area as the third most expensive rental housing market in the country.
- Materially closing this "housing affordability gap"—the difference between current market costs and what current residents can afford—is a daunting challenge that would require public and philanthropic funding one or two orders of magnitude greater than what is apparently available.
- The effects are disproportionately greater for lower-income households. This tends toward further concentration of lower-income residents in lower-cost neighborhoods.
- Geography aside, residents (in "special needs" categories) who need supportive services of some kind to obtain, retain or maintain housing are affected the most.

Given this general situation, regional, subregional and local plans call for focusing expenditures in areas of need, in projects that are financially and politically feasible, in projects and programs that strengthen organizational partners and attract or leverage additional funding, and on serving residents who bear the greatest circumstantial burdens and/or whose circumstances manifest in burdensome public costs. In particular, this translates to (for example):

- Making construction of permanent supportive housing a high priority when and where feasible.
- Building high-quality new rental housing in transit-rich, high-opportunity neighborhoods open to residents countywide (including from lower-income neighborhoods) who can then use public transit to reach employment.
- Providing loans and grant to low-income homeowners to delay economic displacement.
- Funding services such as adult day care or food home delivery programs that allow frail seniors to stay in their homes longer under the care of relatives.
- Funding home-sharing services that broker safe, complementary pairings of roommates with "empty-nest" senior homeowners.

## Program Specific Requirements

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

#### Introduction

The County leverages its CDBG, HOME, and ESG funds with other resources to augment the impact on housing and community development issues. Applicants requesting funds to support its programs and projects are required to show that they are garnering other funds to meet their needs. The elimination of local redevelopment agencies (RDA) and associated funding for affordable housing has deeply impacted affordable housing development. RDA resources were a pivotal force in the housing finance arena, having often played a dual role as both risk financing to attract other project development funds as well as gap financing to plug up shortfalls. Affordable housing developers must compete for other precious available funding and work proactively with affected stakeholders to develop innovative funding sources. These include funds related to transportation, and cap and trade energy trades.

#### 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	1,025,020
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>1,025,020</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
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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.

97.00%

**HOME Investment Partnership Program (HOME)  
Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

As always, HOME funds in a housing development must be leveraged by other financing to render the project financially feasible. The following comprise other potential funding sources to leverage HOME.

Housing Endowment and Regional Trust of San Mateo County (HEART). This is the county's housing trust fund, whose mission is to meet critical housing needs in San Mateo County by raising funds from both public and private sources. HEART provides financing in the construction, rehabilitation and purchase of homes affordable to middle- and low-income employees of local businesses, as well as to seniors and other fixed-income residents. HEART is a joint powers authority with membership comprising 19 out of the 20 cities in San Mateo County plus the County itself. HEART is governed by a public/private board of directors of 11 elected officials and 10 at-large members from the private sector. Most recently, it garnered \$2 million from the State's Proposition 1c funding for local trust funds. \$700,000 is available for rental projects and \$1.3 million for homebuyer housing.

Mental Health Services Act (MHSA). Currently jointly administered by the State Department of Mental Health and the California Housing Finance Agency (CalHFA), MHSA funds assist in the capital costs associated with development, acquisition, construction and/or rehabilitation of permanent supportive housing for individuals with mental illness and their families, especially including homeless individuals with mental illness. Created in 2006, this program provides funds to create permanent supportive housing for persons with mental illness.

State Housing-Related Restructuring. Both a cost saving and an administrative streamlining measure, the Governor has recommended restructuring certain State agencies and departments that administer various housing funds. One recommendation calls for merger of State HCD and the CalHFA under the auspices of State HCD. Another is the elimination of the Department of Mental Health and shifting most of the Mental Health Services Act (MHSA) functions and the Projects for Assistance in Transition from Homelessness program to the Department of Health Care Services.

Tax-Exempt Financing. Many affordable developments also take advantage of tax exempt bond financing provided through the CalHFA and through other municipal bond financing entities. These

various entities are able to originate loans with fairly attractive interest rates when compared with conventional financing. Use of tax exempt dollars is governed by the California Debt Limit Allocation Committee (CDLAC), which also approves MCC allocations to local jurisdictions for first time homebuyers. Tax exempt loans can be combined with 4% tax credits (which are automatically approved if CDLAC approves the tax exempt financing) for an added boost, but this financing structure tends to work more effectively for projects not in great need of deep subsidies.

Project-Based Vouchers. In San Mateo County, the Housing Authority has revived a program for using project-based vouchers. By providing a dependable revenue stream indexed to fair market rents, vouchers enable nonprofit developers to obtain a larger conventional loan for the permanent phase of the project. Because the Housing Authority has a limited number of vouchers and must direct them toward multiple priorities, the project-based voucher initiative requires careful targeting to projects serving extremely low-income(ELI) households associated with supportive housing services.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

HOME Resale Guidelines - Recapture. When using HOME funds for homeownership, the County will use HOME Recapture guidelines as the method for enforcing HOME affordability requirements. No HOME funds are anticipated for homeownership programs in the upcoming program year.

Prior to County disbursement of HOME funds through an escrow held by a title company, the following documents will be executed: (1) a written agreement between the County and homebuyer memorializing County HOME loan requirements described below; (2) a promissory note in the loan amount in favor of the County; and (3) and a deed of trust in the amount of the Note recorded in the County recorder's office.

Purchase price limit. While the County may develop an alternate 95% of purchase price limits based on a survey of recently sold homes, under this Action Plan the County is using the HUD-determined 95% limits for 2012 for San Mateo County (effective March 29, 2012). This is the cap for both the HOME maximum purchase price and after rehab value limit. For a single family home, the HUD 95% of median limit is \$735,300. Notwithstanding the foregoing amount, the County will use whatever is the most recent 95% of median limit in effect.

Recapture provisions. All HOME funds for homeownership are in the form of a loan recorded in second or subordinate mortgage lien position. The loan becomes due upon sale, transfer, or non-compliance with HOME requirements. Repayment may be deferred for an initial period, be interest only, or amortized. In no case will interest exceed 3%.

Net proceeds upon sale. Regardless of whether the home is sold during the affordability period, the amount due at re-sale will be limited to the net proceeds of the sale. Net proceeds are calculated as the sales price less senior debt and closing costs. Should the amount owed the County be calculated



at an amount that exceeds the net sales proceeds, the borrower is not be held liable for the difference.

Affordability term. The term of the HOME loan will not be shorter than the HOME affordability term and will be in accordance with County START Program provisions, described later. The HOME affordability period is based on the amount of the HOME investment in the loan:

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Annual compliance monitoring: In the situation in which the borrower pays off the HOME loan before the affordability period has lapsed, the County will continue to monitor the unit for primary residency during the course of the affordability period. In the different situation in which the borrower no longer occupies the unit as primary resident during the affordability period while the loan is still in place, upon discovery of noncompliance, the County will require the borrower to cure the deficiency within a 60-day cure period. Should the borrower not comply, the loan will become immediately due and payable. While it may be admittedly difficult to enforce residency in both the above situations, repayment to the County will be treated differently depending on the situation:

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

HOME Rehab Refinancing Guidelines. In accordance with County HOME policy, all HOME funds must be invested in housing that is nonprofit-owned or controlled. Should the property ownership be a for-profit entity formed to take advantage of tax credits, the nonprofit must have a controlling or managing interest.

HOME cannot be used to take out any CDBG loans or loans insured by any federal program.

HOME investment cannot be used directly to take out other pre-existing loans or financing under the same property ownership unless it is to preserve long-term affordability of existing units and/or to create additional affordable units. Regardless of the foregoing, rehab must constitute the primary activity for use of HOME funds. Refinancing with HOME proceeds must meet one of two tests: (a) HOME investment cannot exceed 85% of the rehab costs; or (b) HOME investment must involve a level of rehab costing at least \$20,000 per HOME-assisted unit. The County will review this number from time to time in order to keep pace with the impact of inflation on rehab costs.

In the event tax credits are involved in the project “refinancing” transaction (which actually changes the characterization of the project from a simple refinancing by the same owner, to acquisition-rehabilitation by a different legal owner), the County will use the second rehab criteria of \$20,000

per HOME-assisted unit.

Rehab will be to upgrade the units to meet life and safety code requirements and/or to extend the useful life of one or more of the systems of the building or property, including improving the integrity of the structure.

In accordance with HOME requirements, the HOME affordability term will be not less than 15 years from date of completion of the rehab, evidenced by a notice of completion or other document acceptable to DOH.

As with County HOME funds in general, criteria for property location will be the same as the County HOME investment policy. HOME funds may be invested anywhere in the San Mateo County HOME Consortium PJ plus contiguous areas, so long as projects outside the County PJ meet HOME criteria, including that the project will also be funded by the applicable contiguous jurisdiction and will benefit residents from both jurisdictions.

As with other projects requesting HOME funds, DOH underwriting of the project to be refinanced with HOME funds will involve review of the ownership's property management practices and capacity to perform long-term management. A property management plan is requested for review. DOH underwriting will include a HOME subsidy layering analysis, including review of the project's sources and uses and operating budget proformas to ensure that HOME funds are not over-subsidizing the project. This review will further include evaluating the project's replacement reserves to ensure that it is adequate to address certain long term physical needs. On-site monitoring will be undertaken in compliance with HOME requirements and for projects of greater than 25 units, DOH will request annual project operating budgets.

### **Emergency Solutions Grant (ESG) Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

The program portion of ESG is used to support a whole array of shelter services and rapid re-housing. Because the County allocation of ESG is small relative its CDBG or HOME allocations, County policy has been to allocate all the ESG program funds for shelter services to one shelter provider, in this case, InnVision Shelter Network, the largest shelter provider in the County. In terms of rapid re-housing written standards, the San Mateo County Continuum of Care has begun a process of designing and implementing a county-wide rapid re-housing program modeled on the Homelessness Prevention and Rapid Re-Housing Program. Given that the resources provided under ESG are only a fraction of what is was available under HPRP, this will begin as a significantly scaled-down program, targeting families and individuals residing in shelters. The program will be operated by a service provider collaborative, with Shelter Network as the lead agency. Partnering agencies

will include Samaritan House, CORA and Project WeHOPE. a. Standard policies and procedures for evaluating eligibility Eligible households will include homeless families and individuals residing in emergency shelters and transitional housing in San Mateo County. All participants will be “literally homeless” per the HUD Category 1 definition of homelessness. The program will serve Shelter Network shelter-based families and individuals, Samaritan House clients at Safe Harbor shelter, CORA clients in emergency shelter, and shelter-based clients of Project WeHOPE. The program may also consider referrals of homeless people from other partners, provided they are literally homeless. Families and individuals served will be those who are most likely to retain permanent housing and those who face primarily economic barriers to self-sufficiency and permanent housing. Priority may be given to those who are currently enrolled in behavioral health and recovery services, including mental health treatment and alcohol and other drug treatment and recovery services. Priority may also be given to those with rental subsidies from a non-ESG source such as Housing Readiness Program. All case managers at each of the four primary partnering agencies, as well as other intake personnel and other staff as appropriate, will be trained in the program’s eligibility requirements and will screen all clients for eligibility for participation in the program. The screening, verification and documentation procedures will ensure that all households served meet ESG requirements. The screening and documentation procedures will draw upon the providers’ past and current experience with HPRP and SSVF. A detailed intake includes questions regarding housing status, income and available assets, determination of need for financial assistance, potential housing options with friends or family, and more. Shelter Network’s Director of Housing will oversee the initial and ongoing training in this area. b. Policies and procedures for coordination among providers. The ESG-funded activities will be a collaboration between Shelter Network, Samaritan House, CORA, and Project We Hope. Shelter Network, Samaritan House and CORA have extensive collaborative experience providing emergency shelter, homelessness prevention and rapid re-housing services. As the lead applicant, Shelter Network will establish a bi-monthly working group with staff from each of the subcontractors and referring agencies to review progress toward goals and to ensure that services, clients, and outreach efforts are complementary and unduplicated. As needed, staff from the Core Service Agencies, from other service providers, from the community will be engaged to assist with outreach, service provision, and policy development. All of the applicant agencies maintain strong collaborative relationships with other service providers in the County.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

San Mateo County developed a system for coordinated access and assessment about 10 years ago, when the CoC Lead Agency (San Mateo County H.S.A.) created a network of eight Core Service Agencies located throughout the county. The Cores all receive County General Funds to serve as the entry point into safety net services, emergency shelter and housing assistance for people who are homeless or at-risk of homelessness. All providers, including the County’s “211” phone-in system, direct homeless people to the Cores for a standardized initial assessment to determine the type of assistance that will be offered. In 2013, the CoC will work to further standardize and strengthen the assessment and referral processes conducted at the Cores to ensure there is a fully coordinated

system. This work will be coordinated with the San Mateo County Homeless Continuum of Care Steering Committee and the County's Community Action Agency, which oversees the use of CSBG funding, one of the community's main sources of funds for homelessness prevention activities.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

In FY 2012-13, the County developed a policy of two-year funding commitments for ESG as well as for CDBG grant-funded programs (ie, public services, minor home repair programs, microenterprise, fair housing enforcement). This streamlining effort is aimed at both facilitating staff contract administration and assisting with budget planning by affected providers. In response to a Notice of Funding Availability, shelter providers applied for funding for shelter operations. Because of ESG reporting requirements and the relative small ESG allocation, County policy is to direct ESG program funds to a single shelter provider under each category, shelter operations and rapid re-housing. InnVision Shelter Network was the successful recipient for both categories. ESG funding for FY 2013-14 will be continued to the ISN subject to availability of funds due to federal "sequestration."

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The San Mateo County Board of Supervisors is the recipient of the ESG funds. It is not possible to require inclusion of a homeless or formerly homeless person on this elected body. However, the bylaws of the San Mateo County Continuum of Care Steering Committee require representation of a homeless or formerly homeless individual, and this slot is currently held by a formerly homeless person. In the coming year the CoC will develop a plan to further involve homeless people in policy-making relating to ESG and CoC funding. The County's Housing and Community Development Committee, an advisory body to the County Board of Supervisors on CDBG, HOME, and ESG funding allocations, includes a member from the CoC on its 15-member body.

5. Describe performance standards for evaluating ESG.

Begun in FY 2011-12, the CoC has recently developed a workplan (see Appendix) to develop more current standards for evaluating both recipients of ESG and CoC funding, begun in 2011-2012. A performance standards and system re-design working group has been convened, which includes representation from the CoC lead agency, providers, and other stakeholders. The Department of Housing is represented on this group. As a first step towards developing the standards, the CoC lead agency is working on extracting data from the HMIS to determine how the system as a whole as well as individual providers are performing on three key indicators: (1) exits to permanent housing; (2) length of stay in emergency shelter and/or transitional housing; and (3) returns to homelessness from permanent housing. Once the baseline has been established, the working group will set benchmarks that the system and providers will work to meet to improve performance on these

indicators.

### **Other Forms of Investments**

Other. Other funding sources to leverage HUD program dollars for housing include, of course, conventional loans; funding under the Affordable Housing Program (AHP) of the Federal Home Loan Bank; foundation funds; and other privately-raised monies. In terms of foundations, most tend not to invest in affordable housing but in services as a method of assisting disfranchised residents. Two local foundations, however, stand out for their munificence in housing – Community Foundation Silicon Valley and the Sobrato Family Foundation.

### **Other Federal Funding**

Section 202/811. Affordable housing project developers that target specific populations seek to secure other federal funds that are project-specific, meaning that these funds must be applied for and received by the project sponsors directly. The more commonly used federal assistance includes (a) Section 202 capital advances targeted for senior housing; and (b) Section 811 capital advances for housing for persons with disabilities. In addition to capital funds, these programs provide on-going rental subsidies to support project operations.

Low Income Housing Tax Credits. While not a direct federal subsidy program, low income housing tax credit proceeds - actually private, usually corporate, equity funds enabled by federal tax laws – provide a significant equity funding source for affordable housing developments. Project sponsors must apply directly to the California Tax Credit Allocation Committee (TCAC) for a competitive reservation. Obtaining 9% tax credits is the optimum goal, but often developers unsuccessful in obtaining 9% tax credits will apply for tax exempt financing with an automatic allocation of 4% tax credits. In addition to federal tax credits are state tax credits which can be further be used to leverage federal tax credits in the same project.

### **Additional Written Standards for ESG Rapid Re-Housing**

- a. Policies and procedures for determining which households will receive assistance. As noted above, the four primary partners in the rapid re-housing collaborative will use a standard set of criteria for determining which households will receive assistance. Families and individuals served will be those who are most likely to retain permanent housing and those who face primarily economic barriers to self-sufficiency and permanent housing. Priority may be given to those who are currently enrolled in behavioral health and recovery services, including mental health treatment and alcohol and other drug treatment and recovery services. Priority may also be given to those with rental subsidies from a non-ESG source such as Housing Readiness Program.
- b. Standards for determining share of rent and utility costs program participants will pay. The program will provide the least amount of assistance for the least amount of time, while

ensuring that enough is provided to be reasonably sure that the housing will ~~stick~~ and the assisted household does not return to homelessness. Any household moving new housing will be eligible to receive a security deposit and/or rental assistance of up to six months. The average amount of assistance will be \$3,100 per participating household. The maximum will be \$2,000 for individuals and \$4,000 for families. The program will not pay for utility costs.

- c. Standards for how long a participant will receive assistance and how assistance is adjusted over time. Participants may receive rental assistance for up to six months.
- d. Standards for determining type, amount and duration of housing stabilization or relocation services. ESG activities will include both housing relocation and stabilization services.

The amount, type and duration of services will depend upon the individual household need, with the goal of providing the least amount of assistance while ensuring that the housing will stick. The average amount of assistance will be two hours of case management per week per household, for 26 weeks, divided evenly between housing search and placement, and housing stabilization case management. ESG funds will also provide direct financial assistance, in the form of rental subsidies for up to 6 months, with an average of \$3,100 per participating household.

## **Discussion**

## Attachments

## **Citizen Participation Comments**



## **Appendix - Alternate/Local Data Sources**