



# City of San Leandro

Meeting Date: November 16, 2020

## Staff Report

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**File Number:** 20-472

**Agenda Section:** ACTION ITEMS

**Agenda Number:** 10.A.

**TO:** City Council

**FROM:** Jeff Kay  
City Manager

**BY:** Tom Liao  
Community Development Director

**FINANCE REVIEW:** Susan Hsieh  
Finance Director

**TITLE:** Staff Report for City Council Approval of the City of San Leandro U.S. Department of Housing and Urban Development (HUD) Second Substantial Amendment to the U.S. Department of Housing and Urban Development (HUD) FY 2019-2020 Annual Action Plan

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Staff recommends that the City Council adopt the Second Substantial Amendment to the FY 2019-2020 HUD Annual Action Plan (Amendment Document).

On November 2, 2020, the City Council held a public hearing to review the Draft Amendment Document noted above and approved 1) opening of the streamlined public comment period from November 3 - November 16, 2020 and 2) setting of the next public hearing date to review the final Amended Document. There were no public comments at the November 2 City Council meeting.

### BACKGROUND

The City of San Leandro is an entitlement grantee of Community Development Block Grant (CDBG) funds from the Federal Department of Housing and Urban Development (HUD). For the City to receive its annual CDBG grant allocation, the City must update its Consolidated Plan every five years and submit an Action Plan to HUD. In response to the Coronavirus Pandemic (COVID-19), the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136 was adopted and authorized on March 27, 2020. As a result, HUD awarded the City of San Leandro Community Development Block Grant-Coronavirus (CDBG-CV) Round I funding of \$451,972 and Round III of \$711,206. These stimulus funds are intended to prevent, prepare for, and respond to COVID-19. There are three major goals identified for these funds under the Housing and Community Development Act where the CDBG Program originated:

- Provide decent housing;
- Provide a suitable living environment; and
- Expand economic opportunity.

In addition, CDBG funds must be used to meet one of three national objectives:

- 1) benefit low- and moderate-income persons;
- 2) aid in the prevention of blight; or
- 3) meet an urgent need.

Given that all CDBG-CV activities must still meet one of three National Objectives of the CDBG Program noted in the current FY2015-2020 five-year Consolidated Plan document, the City must document COVID-19 as an Urgent Need National Objective. In order to do this, an Urgent Need Certification must be provided to HUD with the current Five-Year Consolidated Plan and Annual Action Plan for the year of the Urgent Need activities. Documentation and evidence the City certified that the CDBG activity was designed to address the urgent need must be maintained as part of the permanent CDBG records for all applicable activities.

### **Analysis**

In response to COVID-19, the CARES Act, Public Law 116-136 was adopted and authorized on March 27, 2020. In April 2020, HUD awarded the City of San Leandro \$451,972 in CDBG-CV Round I CARES Act funds to prevent, prepare for, and respond to COVID-19. Those funds were programmed in the First Substantial Amendment to the FY 2019-2020 Annual Action Plan. Round II went directly to State governments. In September 2020 HUD awarded the City of San Leandro an additional \$711,206 in CDBG-CV Round III CARES Act funds. Further, HUD provided guidance that those funds must also be programmed using the FY 2019-2020 Annual Action Plan resulting in the proposed Second Substantial Amendment to this plan.

After passage of the CARES Act, HUD issued guidance that allows cities to shorten the public comment period for amending prior 5-Year Consolidated Plans or Annual Action Plans to maximize the use of CDBG and CDBG-CV funds allocated to entitlement jurisdictions.

The Second Substantial Amendment to the City of San Leandro's FY 2019-2020 Annual Action Plan is necessary to allocate HUD resources to address COVID-19 and its related impacts. Additionally, it will identify how the City plans to use available funds by updating its annual goals and objectives and the related projects targeted for funding to address COVID-19.

### **Proposed Amendments to the FY 2019-2020 Annual Action Plan**

The proposed amendments to the City of San Leandro's FY 2019-2020 Annual Action Plan are located mainly in the following sections of Attachment B: Summary Amendments to the FY 2019-2020 Annual Action Plan:

- Summary of Citizen Participation
- AP-12 Participation
- AP-15 Expected Resources
- AP-20 Annual Goals and Objectives
- AP-38 Project Summary

### **Proposed CDBG-Funded Added Public Service Activities - FY 2019-2020 Action Plan**

The main change to the proposed CDBG-funded activities in the FY 2019-2020 Action Plan is

staff's proposed recommendation to add the entire \$711,206 CDBG-CV Round III allocation to the Rental Assistance Program (RAP), which the City Council approved in June 2020 under the First Substantial Amendment to the FY 2019-2020 Action Plan by allocating the \$451,972 in CDBG-CV Round I funding. The City entered into a contract with Centro Legal de La Raza, a non-profit, to administer the RAP Program. RAP was created to assist residential renters impacted economically during the county-wide COVID-19 shelter in place orders, to prevent homelessness of low-income renter households, and to help landlords cover their rental operation costs during this period of economic uncertainty.

While HUD temporarily streamlined CDBG public noticing and comment requirements to address COVID-19 for this and the next fiscal years, it has not eased cumbersome programmatic administrative requirements for distributing CDBG funds. To efficiently and effectively distribute CDBG-CV Round III funds, staff recommends allocating the entire amount to the RAP based on the following preliminary needs analysis compiled from the applications received during the open application period from September 8 through September 30. The City received just under 250 applications-this is just over 6 times the number of households that the Round I funds were projected to assist. Over 60% of the households who applied have at least one child under the age of 18 years old. Over 20% of the households who applied have been homeless at least once in their lives. Over half (55%) of the households who applied said that their hardship with paying rent was due to the loss or reduction of their employment wages. Just under one quarter of households had at least one occupant with a disability. Under 10% of households who applied for assistance were seniors over the age of 62 years old. Nearly 60% of the households were having difficulty paying their utility costs, while nearly 40% were having difficulty securing enough food for their family's needs.

One important change to the existing Rental Assistance Program that staff also proposes is an increase from 3 months to up to 6 months of rent relief/assistance to income eligible renters impacted by COVID-19 given the likely ongoing need that many renters who have applied will face. Staff is also researching the feasibility under HUD regulations of using CDBG-CV funds to cover past due utility costs.

A summary of the proposed Amendment to FY 2019-2020 CDBG funding allocations by funding category is summarized with funding amounts in Attachment A. Given the removal of the Public Service funding cap, the City will increase its current FY 2019-2020 commitment of \$578,413 by the CDBG-CV Round III amount of \$711,206. Staff proposes to add this amount to Centro Legal de la Raza's existing Rental Assistance Program allocation in the amount of \$451,972 for a total allocation of \$1,163,178.

### **Current Agency Policies**

Current City Council Policy is defined by the First Amendment to the FY 2015-2019 Consolidated Plan, the First Substantial Amendment to the FY 2019-2020 Annual Action Plan, and the Citizen Participation Plan Update, all of which were adopted by the City Council through Resolution No. 2020-055 on June 15, 2020.

### **Applicable General Plan Policies**

The HUD Five-Year Consolidated Plan addresses the goals of the General Plan Housing Element, such as increasing the supply of affordable for-sale and rental housing, providing opportunities for home ownership, preserving and rehabilitating existing affordable owner-occupied and rental housing, and addressing populations of particular need.

### **Environmental Review**

If applicable, National Environmental Protection Act (NEPA) review will be conducted for each project or activity approved by the City Council. Neither NEPA nor CEQA apply to the FY 2015-2019 Consolidated Plan and FY 2019-2020 Action Plan.

### **Summary of Public Outreach Efforts**

The Second Substantial Amendment of the AAP was available from November 3 to 16, 2020. A Public Notice of this Public Hearing was published in the East Bay Daily Review on November 6, 2020 and sent to a mailing list of those who have expressed interest in the City's CDBG funding activities. Due to the Alameda County Shelter In Place Order, the proposed Second Substantial Amendment to the FY 2019-2020 Annual Action Plan was available for review on the City's website (<http://www.sanleandro.org/depts/cd/housing/plans.asp>). A hard copy of the documents were offered to be made available upon request to those without Internet access or in a format accessible to persons with disabilities.

### **Fiscal Impacts**

Per Attachment A, the City has a total of \$2,779,950 in CDBG funds in FY2019-2020 including the original FY2019-2020 entitlement grant amount of \$707,517, the new \$451,972 CDBG-CV Round I and \$711,206 CDBG-CV Round III funding and over \$500,000 in unspent CDBG funds from prior years.

HUD typically enters into contract with the City for CDBG grant funding. The grant is paid on a reimbursement basis after expenditure by the City for activities designated in the FY 2019-2020 Annual Action Plan.

### **Budget Authority**

Budget authority for CDBG funds is derived from Title I of the Housing and Community Development Act of 1974 (24 CFR 570 et. seq.) and the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136 that was adopted and authorized on March 27, 2020.

### **Attachments to Staff Report**

- Attachment A: Final Allocations of Second Substantial Amendment FY 2019-2020 CDBG and HOME Funds
- Attachment B: Summary Amendments to the FY 2019-2020 Annual Action Plan

**PREPARED BY:** Maryann Sargent, Senior Housing Specialist, Community Development Department

A	B	C	D	E	F	G
<b>FINAL SECOND SUBSTANTIAL AMENDMENT FY 2019-2020 HUD Annual Action Plan: CDBG and HOME Funds</b>						
<b>CDBG FUNDS</b>						
				<b>TOTALS</b>		
<b>FY19-20 CDBG Grant</b>				<b>\$ 707,517</b>		
Carryovers: repayment received in FY 18-19 of defaulted loan (\$300,000), unused prior year general administration and public service funds from FY 14-15 & FY 15-16 (\$64,991), and				\$ 364,991		
(Carryovers continued) Unused prior year funds from ADA Transition Plan (FY 12-13, FY 13-14, FY 14-15, FY 17-18, FY 18-19)				\$ 508,840		
Program Income from FY 18-19				\$ 35,424		
CARES Act Stimulus (CDBG-CV) - Round I				\$ 451,972		
CARES Act Stimulus (CDBG-CV) Round III				\$ 768,193		
<b>Total available for projects</b>				<b>\$ 2,836,937</b>		
Project Name	Project Description	National Objective	Activity Eligibility	FY 2019-2020 1st Substantial Amendment Allocation	Amended Allocation (Public Svcs: Sum of Columns E + G)	2nd Substantial Amendment Allocation to FY 2019-2020
<b>PUBLIC SERVICES</b>						
CALICO - San Leandro Child Abuse Intervention Project	Provide family support services for children who have suffered abuse.	Low/Mod Income Clientele	Public service	\$ 22,000	\$ 22,000	
Davis Street Family Resource Center - Basic Needs Program	Provide food, clothing, childcare, job readiness training, medical clinic, and social services for low-income people.	Low/Mod Income Clientele	Public service	\$ 42,941	\$ 42,941	
SOS / Meals on Wheels - Meals Delivery Service to Homebound Seniors	Provide support services programs for low-income seniors.	Low/Mod Income Clientele	Public service	\$ 44,000	\$ 44,000	
Spectrum Community Services - San Leandro Senior Nutrition Program	Provide seniors with hot, nutritious meals in supportive settings.	Low/Mod Income Clientele	Public service	\$ 17,500	\$ 17,500	
Rental Assistance Program	Provide housing subsistence payments to prevent homelessness.	Low/Mod Income Clientele	Public service	\$ 451,972	\$ 1,220,165	\$ 768,193
<b>Total Amount Available Under 15% Spending Cap</b>				<b>\$ 578,413</b>	<b>\$ 1,346,606</b>	
<b>GENERAL ADMINISTRATION &amp; PLANNING</b>						
General Administration		N/A	General admin	\$ 131,503	\$ 131,503	
Fair Housing	Provide fair housing services.	N/A	Public service	\$ 10,000	\$ 10,000	
<b>Total Amount Available Under 20% Spending Cap</b>				<b>\$141,503</b>	<b>\$ 141,503</b>	
<b>PUBLIC FACILITIES &amp; IMPROVEMENTS</b>						
Mandatory Section 108 Loan Repayment	Repay Section 108 Loan used to construct new Senior Center in accordance with Repayment Schedule provided by HUD.	Low/Mod Income Clientele	Public facility	\$ 187,414	\$ 187,414	
ADA Transition Plan for City Facilities	Complete architectural modifications to City facilities (City Hall, Halcyon Park, Main Library, Marina Community Center, Marina Park, Memorial Park, SL History Museum, SL Police Station, Stenzel Park, Washington Manor Library, & Washington Manor Park/Family Aquatic Center) to improve ADA accessibility.	Low/Mod Income Clientele	Public facility	\$ 123,849	\$ -	
Boys & Girls Club - Public Facility Renovations	Boys and Girl's Club "Vision 2020" capital improvement campaign with the goal of a full renovation of the 28,500 square foot San Leandro public facility.	Low/Mod Income Clientele	Public facility	\$ 300,000	\$ 300,000	
Building Futures for Women and Children - San Leandro Shelter Repairs	San Leandro Homeless Shelter Repairs and ADA Accessibility Upgrades.	Low/Mod Income Clientele	Public facility	\$ 143,725	\$ 143,725	
<b>Total Amount Available for Public Facilities</b>				<b>\$ 754,988</b>	<b>\$ 631,139</b>	
<b>HOUSING ACTIVITIES</b>						
Single-Family Housing Rehabilitation Program	Provide Grants for minor home repairs to low- and very low-income homeowners	Low/Mod Income Clientele	Housing	\$ 100,000	\$ 100,000	<b>Subtotal Activities (F18+F22+F28+F31):</b>
<b>Total Amount Available for Housing Activities</b>				<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 2,219,248</b>
<b>Total CDBG Amount Available for Project Expenditures</b>				<b>Unallocated (E10 - G31):</b>		<b>\$ 617,689</b>
<b>HOME FUNDS</b>						
<b>FY19-20 HOME Grant*</b>				<b>\$ 221,998</b>		
Carry over from Prior Years				\$ -		
<b>Total HOME Amount Available for Project Expenditures</b>				<b>\$ 221,998</b>		
Project Name	Project Description	National Objective	Activity Eligibility	Allocation		
Administration	Administrative expenses as per the cap specified in the regulations	N/A		\$ 12,763		
Acquisition/rehabilitation/new construction of rental projects		N/A	24 CRF 92.205	\$ 209,235		
<b>Total</b>				<b>\$ 221,998</b>		
*The FY 2019-2020 HOME funding amount decreased about 9% from last year's pro-rata share from the Alameda County HOME Consortium. The City's HOME allocation for this year and the past two fiscal years (FY17-18 and FY18-19), are being used to repay an allocation of the HOME Consortium construction loan funds pooled with other Alameda County jurisdictions provided to BRIDGE Housing for the construction of 115-unit Marea Alta and La Vereda residential developments on the San Leandro BART station parking lot site.						



## SUMMARY

FINAL FOR ADOPTION  
2<sup>ND</sup> SUBSTANTIAL AMENDMENT  
to the  
FY 2019-2020  
ANNUAL ACTION PLAN  
NON-HOME FUNDS

*ALAMEDA COUNTY  
HOME CONSORTIUM*

Presented to City Council November 16, 2020

Language added in the First Amendment to the FY 2019-20 Annual Action Plan

Language added in the Second Amendment to the FY 2019-20 Annual Action Plan

## Executive Summary

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

#### 1. Introduction

In response to the Coronavirus Pandemic (COVID-19), the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136 was adopted and authorized on March 27, 2020. As a result, In April 2020, HUD awarded the City \$451,972 in Community Development Block Grant-Coronavirus (CDBG-CV) Round I funds to prevent, prepare for, and respond to COVID-19. In a letter dated October 22, 2020, HUD notified the City of San Leandro that it had received an additional \$768,193 in CDBG-CV Round III CARES Act funds. The CARES Act allows for reimbursement of costs incurred prior to the date of enactment of this legislation in addition to removal of the spending caps normally in place for Public Services expenditures as long as those costs are in response to COVID-19. (Note that the removal of the Public Services expenditure caps are only allowed for the 2019-2020 and 2020-2021 AAP Program Years.) The CARES Act allows HUD to waive or specify alternative requirements to expedite distribution of funding in response to COVID-19. Soon after the signing of the CARES Act, HUD issued guidance that allows cities to shorten the public comment period for amending prior AAPs to expedite the use of CDBG and CDBG-CV funds. Note that the Citizen Participation Plan was amended in tandem with the first substantial amendment to this document. Further, HUD provided guidance that those funds must also be programmed using the FY 2019-20 Annual Action Plan—thus the second Substantial Amendment to this plan.

On April 13, 2020, the City received a waiver that permits a reduced period for public noticing and public comment on this amendment to the 19-20 AAP (7/1/19-6/3020). The City is taking this opportunity to re-allocate prior year unspent CDBG funds and program new stimulus funding, CDBG-CV, towards COVID-19 emergency services.

~~This~~The first and second substantial amendments to the 19-20 AAP summarizes Citizen Participation and Public Comment and expected resources to address COVID-19 related impacts. Additionally, it will identifies how the City plans to use available funds by updating its annual goals and objectives and the related projects targeted for funding to address COVID-19. The updated sections of this annual planning document—that are necessary to implement these changes to allocations and appropriations of these funds—include:

- Summary of Citizen Participation
- AP-10 Consultation
- AP-12 Participation



- [AP-15 Expected Resources](#)
- [AP-20 Annual Goals and Objectives](#)
- [AP-35 Projects](#)
- [AP-38 Project Summary](#)

HUD's CDBG allocation to the City was announced on April 15, 2019. The FY 2019-2020 for CDBG funding amount decreased just over 1% from last year's amount (from \$714,909 to \$707,517). The FY 2019-2020 HOME funding amount decreased 9% from last year's pro-rated share from Alameda County HOME consortium of \$244,691 to a total allocation of \$221,998. HOME funds are available for general administration and affordable housing projects as part of the Alameda County HOME Consortium.

Staff analysis of the City's HUD funding shows that there is \$364,991 unused prior year CDBG funds that will be carried forward with recommended allocations in FY 2019-2020. These prior year funds consist mainly of unused general program administration and public services funding from FY 2014-2015 and prior years, FY 2015-2016, and FY 2017-2018. There was an unexpected repayment of \$300,000 from a 2009 capital improvement loan received by the City in January 2018. Staff consulted with HUD and received a HUD determination that these funds are not program income but rather a reimbursement based on a defaulted loan agreement. Additionally, In FY 2018-2019 the City received \$35,424 in program income derived from the repayment of a CDBG rehabilitation loan that was made to a low-income San Leandro homeowner in 1993. This loan was repaid upon the sale of the property by the owner's estate. Therefore, the total available for CDBG allocation for FY 2019-2020 is \$1,107,933.

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

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City proposes to allocate its available CDBG funding in the following eligible categories: Public Services, Public Facilities, Housing Activities, and General Admin.

For CDBG Public Services funding there is a HUD statutory cap of 15% of the total CDBG entitlement grant plus prior year program income. In FY 18-19 the City received \$35,424 in program income from the repayment of a CDBG rehabilitation loan that was made in 1993. Therefore, there is a total of \$111,441 in funding available for Public Services grants in FY 19-20.

For Public Services the City proposes to fund priorities identified in its recent Human Services Gap Analysis adopted by the City Council in October: homeless services and a shelter, family support services for abused children and their families, and services for special needs population. The following four agencies are recommended to receive CDBG FY 19-20 Public Services grants: CALICO \$22,000; Davis

Street Family Resource Center \$42,941; SOS/Meals on Wheels for San Leandro Seniors \$29,000; and Spectrum Community Services, Inc. \$17,500.

For CDBG General Administration, HUD allows entitlement cities and counties up to 20% of the total CDBG allocation. A total of \$141,503 is available for the administration of CDBG funded activities including the provision of federally mandated fair housing services. Of the \$141,503, staff recommends \$131,503 be allocated for CDBG general admin costs. Staff also recommends \$10,000 for ECHO Housing to continue providing fair housing services.

For Public Facilities improvement projects, both the total CDBG award to the City and the carryforward CDBG funds from prior years will result in one-time new allocations for public facilities for City residents. Staff recommends an allocation of \$300,000 to the Boys' and Girls' Club's proposed major renovations to its facilities at 401 Marina Boulevard. The second recommendation is for \$143,725 to Building Futures for Women and Children (BFWC) for ADA improvements and to address deferred maintenance to the San Leandro Homeless Shelter located at Saint Leander's Church.

The remaining CDBG-funded public facility projects reflect ongoing projects: Section 108 loan repayment for the Senior Community Center construction which is based on a HUD repayment schedule (\$187,414) and the City's ADA Transition Plan.

For Housing Activities, staff recommends providing \$100,000 in CDBG funding to Rebuilding Together Oakland/East Bay (RTO) to administer the City's Single Family Home Rehabilitation Program. The program remains in high demand for low income San Leandro homeowners in need of minor home repairs. In the current fiscal year, RTO made substantial progress in processing applications to complete rehab work and expend CDBG funds. The \$100,000 is the same amount that RTO received annually in the prior two fiscal years. Staff recognizes that RTO Bay is providing outstanding service.

The City will have an allocation of \$221,998 in HOME funds as its pro-rata share administered and distributed by Alameda County HOME Consortium. Alameda County is the lead administrator of HOME funding and the HOME Consortium. In order to comply with encumbrance and expenditure rules of the HOME program, these funds are combined with all the HOME Consortium member cities into a pool of funds. These funds can be used by any HOME Consortium member City who has an opportunity site ready for purchase or an affordable housing development with a funding gap. In FY 15-16 the City used \$256,761 of the HOME Consortium pool of funds to assist BRIDGE Housing's 85-unit La Vereda (formerly San Leandro Senior Housing) development. The City's HOME allocation for FY 19-20 will be the last installment of funds used to repay this and two other allocations made by the HOME consortium in the last eight years.

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

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of San Leandro's FY 2019-2020 Action Plan is the last year of a five-year planning cycle. The most recent required Consolidated Annual Performance and Evaluation Report (CAPER) was completed for the FY 2017-2018 Action Plan and was approved by HUD in April 2019. The FY 2018-2019 Action Plan recommended substantially similar programs as those recommended in the FY 2019-2020 Action Plan. The CAPER for FY 2017-2018 found that all of the program activities were successful to the extent that those organizations should continue to receive a portion of the City's CDBG funding allocation. **Additionally, staff receive quarterly reports from the City's CDBG funded organizations that provide a narrative of accomplishments and demographic and economic data.**

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

Summary from citizen participation section of plan.

On 4/13/20, the City received a waiver that permits a reduced period for public noticing and public comment on amendments to the AAP for 7/1/19-6/30/20. The City is took the opportunity to re-allocate prior year unspent CDBG funds and program new stimulus funding, CDBG-CV, towards COVID-19 emergency services.

The **first** draft Substantial Amendment to the 19-20 AAP was available for comment from 6/2/20 to 6/7/2020. **The second draft Substantial Amendment to the 19-20 AAP was available for comment from 11/3/20 to 11/16/2020.** Due to the Alameda County Shelter-In-Place Order ~~the draft~~ **all documents are** ~~was~~ available for review on the City's ~~and Library~~ websites. There were no comments received during the **first draft Substantial Amendment** public comment period. **As of the printing of this document for the public review in advance of the City Council meeting, there were no comments received on the second draft Substantial Amendment to the 19-20 AAP.**

The needs in this document were derived from preliminary data from the impacts of COVID-19 which indicate significant unmet needs in many areas of potential CDBG and CDBG-CV funding categories. The City of San Leandro is considering the following eligible activities for this funding for current and/or future funding that may become available: assisting low- and moderate-income households with housing rental assistance for no more than ~~three~~ **six** months, food pantry/distribution/delivery meal programs, ~~business assistance (technical assistance, financial support to microenterprises or funding to retain employees that are low- and moderate income),~~ and support of other COVID-19 response services.

Notice of a summary and the availability of the original Draft FY 19-20 AAP for 30-day public comment was published in a locally circulated newspaper, *Daily Review*, on 3/15/19. The City Council will hold a public hearing on 4/1/19 to receive initial public input on the Draft AAP and to begin the 30-day comment from 4/2-5/1/19. The Draft Action Plan will be available for public review and comment during the 30-day period at City Hall (City Clerk's office and Community Development Department), the San Leandro Main Library, and the City's website. The second and final public hearing was held on 5/6/19.

On 3/6/19, the City's Department of Recreation and Human Services released a Request for Proposals (RFP) to solicit applications for both the City's Community Assistance Program (CAP) and CDBG-funded Public Services programs over the next two fiscal years (FY 19-21). CAP public services are funded from an annual allocation of City General Fund monies (\$150,000 for FY 19-20), while CDBG funds available for public services are capped and lower (see discussion below). The deadline to submit applications was March 28, 2019. The City received 15 requests for funding applications. The total amount requested from all the applications was almost two and a half times the amount of funds available from both programs.

On 4/10/19 the Human Services Commission heard presentations from the majority of the applicants. On 4/24/19 Recreation and Human Services Department staff provided the Human Services Commission its recommendations for CAP funding recipients based on those applications and input from the Community Development Department's Housing Division's recommendations for CDBG-funded public services. The Housing Division's recommendations were based on past performance and priority needs identified in the Human Services Gap Analysis, dated April 2017 and adopted by City Council in October 2017.

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

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

There were no public comments received during the public comment period nor at the June 1, 2020 public hearing where the First Substantial Amendment to this document was considered by City Council. [This section will be updated as needed in the final Second Substantial Amendment to this document.](#)

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

Not applicable.

## **7. Summary**

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

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

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

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

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

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

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

**Table 1 – Responsible Agencies**

**Narrative**

**Consolidated Plan Public Contact Information**

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

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

### **1. Introduction**

This section of this plan documents the interagency coordination, consultation, and public participation that informs the [First and Second Substantial Amendments to Annual Action Plan](#). Those consultations began once the City complied with the Alameda County Shelter-In-Place order issued on March 16, 2020. City staff, including the City's Office of Emergency Management staff, have been in frequent consultation with the Alameda County Department of Public Health to consult on the nature of the need in the County for which CDBG-CV funds are to be used. Additionally, non-profit agencies currently operating homeless shelters and providing services San Leandro's low-moderate-income residents have been consulted to determine the highest and best needs for the CDBG-CV funds.

San Leandro will continue to coordinate available CDBG, HOME, and local funds to provide housing programs, public service assistance, capital improvements, and economic development activities for eligible residents and neighborhoods in FY 19-20. Housing-related activities will be coordinated between various City divisions, including Planning and Housing Services. The City will also coordinate with Alameda County, HOME Consortium member cities, and non-profit agencies to address housing needs. The City will work with Alameda County to administer HOME funds for acquisition, rehabilitation, and/or new construction of affordable rental housing as well as tenant-based rental assistance. The City will continue to contract for housing services such as fair housing and tenant/landlord counseling. City staff will continue to work closely with local non-profit agencies, the County, and other HOME Consortium members to identify permanent affordable, emergency and transitional housing needs for the homeless and/or persons with special needs. HOME Consortium members have agreed to continue funding the regional Tenant-Based Rental Assistance (TBRA) for Homeless Families Program, a transitional housing program that provides short-term rental subsidies and support services to assist homeless families attain permanent housing. In addition, the Housing Authority of Alameda County (HACA) administers the HUD Section 8 Housing Voucher Program, and the City will continue support HACA's efforts to maintain the current level of vouchers for eligible San Leandro citizens.

In 2018, the City's Recreation and Human Services Department hired Urban Strategies Council to conduct a Gap Analysis. At the October 1, 2018 City Council meeting Staff presented the results of that analysis and will use it to prioritize expenditures of CDBG and the City's Community Assistance Grant Program (CAP) funds. Gaps were identified in the following services offered to San Leandro residents: high-level mental and behavioral health needs, child and family enrollment in CalFresh, cuts to critical safety net programs, and domestic and intimate partner violence. Efforts will continue to include the Human Services Commission (HSC) and non-profit agency directors/members to improve and further evaluate those programs funded to address these identified gaps in service needs. HSC identifies social service needs in the community, reviews requests for funds, and makes recommendations for City financial support to social service agencies.

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

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

The San Leandro works with local, Alameda County-wide and other regional housing and community development organizations to support communication and coordination that advance policies and implements affordable housing development and preservation efforts, in addition to serving the needs of area homeless persons. San Leandro staff regularly participate in the Alameda County HOME consortium to collaborate around identifying and implementing HOME-programs (including Tenant-Based Rental Assistance and Community Housing Development Organizations) and constructing affordable housing. The HOME Consortium also serves as a regular forum for regional City staff to consult on policies advancing affordable housing and community development goals.

Additionally the San Leandro supports EveryOne Home (EOH), the coordinating body for the efforts to end homelessness in Alameda County. EOH works to advance an efficient response to a regional problem by identifying the best use of the County's resources while building capacity to attract funding from federal state and philanthropic sources. EOH partners with consumers, families and advocates to ensure that individuals and families are safely, supportively and permanently housed. EOH addresses the housing needs of the homeless, and extremely low-income persons with serious mental illness and/or those living with HIV/AIDS. Planning efforts began in 2004 as a unique collaboration among community stakeholders, cities and Alameda County government agencies that share overlapping client populations and a recognition that stable housing is a critical cornerstone to the health and well-being of homeless and at-risk people, and our communities. After its publication in 2006, the Plan was adopted by the Alameda County Board of Supervisors and all fourteen (14) Alameda County cities, including San Leandro. The Plan was endorsed by numerous community organizations. In 2018 a strategic update to this plan was established with four broad strategies to prevent homelessness and house those without shelter: 1) expand the number of permanent supportive and other affordable housing, 2) increase investment in homeless prevention programs, 3) build stronger governance structure that supports policy implementation, planning and service delivery to people experiencing homelessness, 4) advance policies to reduce homelessness such as protecting renters, increase funding sources that supports affordable housing production, protecting the dignity, health and safety of those people experiencing homelessness. Implementation of the EOH Plan is led by a community-based organization of the same name. EOH is guided by a Leadership Board comprised of jurisdictional appointed members and key community constituencies such as consumers, cities, nonprofit service providers and housing developers, businesses, law enforcement, housing authorities, and faith-based organizations.

**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.**

San Leandro will continue to provide pro-rata funding in supporting the administration and implementation of the EOH Plan.

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

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

EveryOne Home is the Alameda Countywide Continuum of Care implementing agency that manages the use of Emergency Solutions Grant (ESG) funds since early in 2012. Representatives from the Cities of Berkeley and Oakland, Alameda County Housing and Community Development Department (Urban County grantee), and the Executive Director of EveryOne Home worked together to implement the new ESG requirements. The collaboration began in 2009 with the American Recovery and Reinvestment Act (ARRA) Homelessness Prevention and Rapid Re-housing (HPRP) funds and works to ensure consistency in implementing homeless programs county-wide. This collaboration resulted in the creation of the Priority Home Partnership (PHP), which was a county-wide program to implement HPRP. In order to learn from the best practices established by PHP, the group agreed to meet regularly to prepare the Substantial Amendment that details how the entities will coordinate the use of future ESG funding via regular meetings and discussions with EveryOne Home. Subsequent to those calls, on March 1, 2012, EveryOne Home held a community-wide meeting at which additional consultation and public input into the use of ESG funds was solicited. A series of meetings with EveryOne Home and the ESG grantees continued through the year and a coordinated ESG program was established and began implementation in early 2013. This coordinated program was used for FY 18-19 ESG funding.



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

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

1	<b>Agency/Group/Organization</b>	CALICO Center
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Victims of Domestic Violence Child Welfare Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	In March 2019 San Leandro released a Request for Proposals for public services funding from the Community Assistance Program and CDBG funding. Prior year applicants, grant recipients and other interested social service agencies were sent the RFP for the FY 2019-2021 funding. The City received 15 requests for funding applications for funding. The total amount requested from all the applications was almost two and a half times the amount of funds available from both these funding programs. City staff submitted recommendations to the City of SL Human Services Commission prior to awarding CDBG funds.
2	<b>Agency/Group/Organization</b>	Davis Street Family Resource Center
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	In March 2019 San Leandro released a Request for Proposals for public services funding from the Community Assistance Program and CDBG funding. Prior year applicants, grant recipients and other interested social service agencies were sent the RFP for the FY 2019-2021 funding. The City received 15 requests for funding applications for funding. The total amount requested from all the applications was almost two and a half times the amount of funds available from both these funding programs. City staff submitted recommendations to the City of SL Human Services Commission prior to awarding CDBG funds.
3	<b>Agency/Group/Organization</b>	SOS / Meals on Wheels
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	In March 2019 San Leandro released a Request for Proposals for public services funding from the Community Assistance Program and CDBG funding. Prior year applicants, grant recipients and other interested social service agencies were sent the RFP for the FY 2019-2021 funding. The City received 15 requests for funding applications for funding. The total amount requested from all the applications was almost two and a half times the amount of funds available from both these funding programs. City staff submitted recommendations to the City of SL Human Services Commission prior to awarding CDBG funds.
4	<b>Agency/Group/Organization</b>	SPECTRUM COMMUNITY SERVICES
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	In March 2019 San Leandro released a Request for Proposals for public services funding from the Community Assistance Program and CDBG funding. Prior year applicants, grant recipients and other interested social service agencies were sent the RFP for the FY 2019-2021 funding. The City received 15 requests for funding applications for funding. The total amount requested from all the applications was almost two and a half times the amount of funds available from both these funding programs. City staff submitted recommendations to the City of SL Human Services Commission prior to awarding CDBG funds.
5	<b>Agency/Group/Organization</b>	City of San Leandro Human Services Commission
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	In March 2019 San Leandro released a Request for Proposals for public services funding from the Community Assistance Program and CDBG funding. Prior year applicants, grant recipients and other interested social service agencies were sent the RFP for the FY 2019-2021 funding. The City received 15 requests for funding applications for funding. The total amount requested from all the applications was almost two and a half times the amount of funds available from both these funding programs. City staff submitted recommendations to the City of SL Human Services Commission prior to awarding CDBG funds.
6	<b>Agency/Group/Organization</b>	ALAMEDA COUNTY HOUSING & COMMUNITY DEVELOPMENT
	<b>Agency/Group/Organization Type</b>	Other government - County

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

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

Not applicable.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	EveryOne Home	EveryOne Home and the CDBG and City-funded homeless support programs noted in San Leandro's FY 19-20 Action Plan address the region's homelessness needs.

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

**Narrative**

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

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

On 4/13/20, the City received a waiver that permits a reduced period for public noticing and public comment on amendments to the AAP for 7/1/19-6/30/20. The City is took the opportunity to re-allocate prior year unspent CDBG funds and program new stimulus funding, CDBG-CV, towards COVID-19 emergency services.

The first draft Substantial Amendment to the 19-20 AAP was available for comment from 6/2/20 to 6/7/2020. The second draft Substantial Amendment to the 19-20 AAP was available for comment from 11/3/20 to 11/16/2020. Due to the Alameda County Shelter-In-Place Order the draft all documents are was available for review on the City's and Library websites. There were no comments received during the first draft Substantial Amendment public comment period. Any comments on the second draft Substantial Amendment will be included in this section.

The needs in this document were derived from preliminary data from the impacts of COVID-19 which indicate significant unmet needs in many areas of potential CDBG and CDBG-CV funding categories. The City of San Leandro is considering the following eligible activities for this funding for current and/or future funding that may become available: assisting low- and moderate-income households with housing rental assistance for no more than three months, food pantry/distribution/delivery meal programs, business assistance (technical assistance, financial support to microenterprises or funding to retain employees that are low- and moderate-income), and support of other COVID-19 response services.

Notice of a summary and the availability of the Draft FY 19-20 AAP for 30-day public comment was published in a locally circulated newspaper, *Daily Review*, on March 15, 2019. The City Council held a public hearing on April 1, 2019 to receive initial public input on the Draft AAP and to begin the 30-day comment from April 2 through May 1, 2019. The Draft Action Plan was available for public review and comment at City Hall (City Clerk's office and Community Development Department), the Main Library, and the City website (<https://www.sanleandro.org/depts/cd/housing/plans.asp>) during the 30-day period.

The second and final public hearing was held on May 6, 2019. There were no public comments received either in writing in response to the public hearing notice or in person at the City Council hearing.

In addition to the public hearings, FY 19-20 is the first of a two-year funding cycle. On March 6, 2019, the City's Department of Recreation and Human Services released a Request for Proposals (RFP) to solicit applications for both the City's Community Assistance Program (CAP) and CDBG-funded Public Services programs over the next two fiscal years (FY 2019-2021). CAP public services are funded from an annual

allocation of City General Fund monies (~\$150,000 for FY 19-20), while CDBG funds available for public services are capped and lower. The deadline to submit applications was March 28, 2019. The City received 15 requests for funding applications. The total amount requested from all the applications was almost two and a half times the amount of funds available from both programs.

On April 10, 2019 the Human Services Commission heard presentations from the majority of the applicants. On April 24, 2019 Recreation and Human Services Department staff provided the Human Services Commission its recommendations for CAP funding recipients based on those applications and input from the Community Development Department's Housing Division's recommendations for CDBG-funded public services. The Housing Division's recommendations were based on past performance and priority needs identified in the Human Services Gap Analysis, dated April 2017 and adopted by City Council in October 2017.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Minorities  Non-English Speaking - Specify other language: Spanish and Chinese  Persons with disabilities  Non-targeted/broad community  Homeowners' Associations	None	None	N/A	<a href="https://sanleandro.legistar.com/LegislationDetail.aspx?ID=3899224&amp;GUID=6016F28D-050A-472A-9F36-B1CDA2796809&amp;Options=ID Text &amp;Search=annual+action+plan">https://sanleandro.legistar.com/LegislationDetail.aspx?ID=3899224&amp;GUID=6016F28D-050A-472A-9F36-B1CDA2796809&amp;Options=ID Text &amp;Search=annual+action+plan</a>

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)
2	Newspaper Ad	Minorities Non-English Speaking - Specify other language: Spanish and Chinese Persons with disabilities Non-targeted/broad community	None	None	N/A	



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Minorities  Non-English Speaking - Specify other language: Spanish and Chinese  Persons with disabilities  Non-targeted/broad community  Homeowners' Associations	None	None	N/A	<a href="https://sanleandro.legistar.com/LegislationDetail.aspx?ID=3932521&amp;GUID=173F5B94-9F3A-472B-A924-84D05B1DF0E5&amp;Options=ID Text &amp;Search=annual+action+plan">https://sanleandro.legistar.com/LegislationDetail.aspx?ID=3932521&amp;GUID=173F5B94-9F3A-472B-A924-84D05B1DF0E5&amp;Options=ID Text &amp;Search=annual+action+plan</a>

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)
4	Newspaper Ad	Minorities Non-English Speaking - Specify other language: Spanish and Chinese Persons with disabilities Non-targeted/broad community	None	None	N/A	

Table 4 – Citizen Participation Outreach

## Expected Resources

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

#### Introduction

In response to the Coronavirus Pandemic (COVID-19), the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136 was adopted and authorized on March 27, 2020. As a result, In April 2020, HUD awarded the City \$451,972 in Community Development Block Grant-Coronavirus (CDBG-CV) Round I funds to prevent, prepare for, and respond to COVID-19. In a letter dated October 22, 2020, HUD notified the City of San Leandro that it had received an additional \$768,193 in CDBG-CV Round III CARES Act funds.

In addition to prior year unused funds identified in the FY 19-20 Annual Action Plan in the amount of \$364,991 there were additional unused prior year funds that had been allocated to the ADA Transition Plan since FY 12-13 (specifically the following fiscal years: 12-13, 13-14, 14-15, 17-18, and 18-19). As of the beginning date of this Annual Action Plan Program Year (July 1, 2019) the City of San Leandro has unspent and reserved for the ADA Transition Plan \$508,840. Given the gravity of need and the ability to do so under the auspices of the CARES Act, the City plans to use a portion of these funds to address public service needs in response to COVID-19. The total amount of available prior year resources amount to \$873,831. After all of the funding recommendations for the FY 2019-2020 Annual Action Plan Substantial Amendment are adopted, there will be a total of \$476,189 unallocated.

The amount of federal CDBG entitlement funding significantly decreased during the 2010-2015 Consolidated Plan 5-Year planning period. In the 2015-2019 Consolidated 5-Year planning period, as of the 2017 program year, there had been a 5% increase since the 2015 program year. When this analysis is done over a 10-year period from the 2007 program year to the 2017 program year CDBG funds have decreased overall by 12% (note that these amounts have not been adjusted for the current year dollar value). For the HUD program years of 2018-2019 to 2019-2020 there was a year-over-year decrease of 1%. This changes the 10-year analysis (difference between what was received in FY 10-11 to date) to an overall decrease of CDBG fund to 10%.

A note on if the CDBG allocation to San Leandro is not available until after the beginning the City's Fiscal Year starting July 1, 2019. San Leandro wants to ensure that the public service providers do not have an interruption in services offered to the residents of San Leandro. According to the government-wide Uniform Administrative Requirements, Cost Principles and Audit Requirements regulation at 2 CFR § 200, contains language concerning agency approval of pre-award costs. The language at 2 CFR § 200.458 applies to any program that does not have separate provisions concerning authorization of pre-award costs:

2 CFR § 200.458. Pre-award costs are those incurred prior to the effective date of the Federal award

directly pursuant to the negotiation and in anticipation of the Federal award where such costs are necessary for efficient and timely performance of the scope of work. Such costs are allowable only to the extent that they would have been allowable if incurred after the date of the Federal award and only with written approval of the Federal awarding agency.

Additionally, San Leandro is aware of the federal regulation citing the total amount of pre-award costs paid during any program year cannot be more than 25 percent of the grant amount for that year or \$300,000, whichever is greater.

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	707,517	35,424	873,831	1,616,772	617,689	As a CDBG entitlement locality, San Leandro directly receives CDBG funds annually from the U.S. Department of Housing and Urban Development (HUD). CDBG funds can be used for a variety of housing and community development activities that benefit lower income individuals and families.
Other  CDBG-CV	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	451,972     1,220,165	     0	     0	     1,220,165	451,972     1,220,165	City of San Leandro allocation of CARES Act 2020 funding.  <u>Round I: \$451,972</u>  <u>Round III: \$768,193</u>

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Acquisition Admin and Planning Housing Other	0	0	0	0	0	The City of San Leandro receives HOME funds via a formula allocation through the Alameda County HOME Consortium. The HOME Program provides flexible funding to states and local governments for affordable housing programs and activities for low-income households. HOME funds can be used to acquire, rehabilitate, and construct affordable housing, as well as to provide tenant-based rental assistance or homebuyer assistance or homeowner rehabilitation for income-eligible individuals and families.

Table 5 - Expected Resources – Priority Table

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

Non-Entitlement Resources include San Leandro's Affordable Housing Trust Fund. San Leandro has in its municipal code inclusionary zoning that requires new residential development to provide a percentage of its residential units affordable to lower income households. Additionally, City is exploring the implementation of a housing impact fee that, as the economy continues to prosper, is collecting revenue to be used toward supporting affordable housing development activities. Finally, the City continues to receive loan repayments of former Redevelopment Agency Low and Moderate Housing loans. When these funds are received they are deposited into the City's Low and Moderate Housing Asset Fund for use toward similar affordable housing activities.

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

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

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

There are no identified publicly owned land located within the jurisdiction for uses to address the needs identified in the FY 19-20 Action Plan.

**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	Affordable Housing Needs Goals	2015	2019	Affordable Housing	City-Wide	Affordable Housing Needs	CDBG: \$110,000	Public service activities other than Low/Moderate Income Housing Benefit: 10 Persons Assisted Homeowner Housing Rehabilitated: 15 Household Housing Unit
2	Homelessness Needs Goals	2015	2019	Homeless	City-Wide	Administration Homeless Needs	CDBG: \$0	Homeless Person Overnight Shelter: 200 Persons Assisted Homelessness Prevention: 215 Persons Assisted Other: 0 Other
3	Supportive Housing Needs Goals	2015	2019	Non-Homeless Special Needs	City-Wide	Supportive Housing Needs	CDBG: \$0	Other: 0 Other



Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Community Development Needs Goals	2015	2019	Non-Housing Community Development	City-Wide	Community Development Needs - Economic Development Community Development Needs - Public Facilities Community Development Needs - Public Services	CDBG: <del>\$1,351,052</del> \$2,109,248 CDBG: 889,083 CDBG-CV Round I: \$451,972 CDBG-CV Round III: \$768,193	Public service activities other than Low/Moderate Income Housing Benefit: 10000 Persons Assisted Other: 7 Other

Table 6 – Goals Summary

**Goal Descriptions**

1	<b>Goal Name</b>	Affordable Housing Needs Goals
	<b>Goal Description</b>	
2	<b>Goal Name</b>	Homelessness Needs Goals
	<b>Goal Description</b>	

3	<b>Goal Name</b>	Supportive Housing Needs Goals
	<b>Goal Description</b>	
4	<b>Goal Name</b>	Community Development Needs Goals
	<b>Goal Description</b>	<p>Note that the City of San Leandro Amended the 2015-2019 Consolidated Plan with the intent to adjust the goals so that they more specifically identify the type of work funding will support. I realize that I am not able to do these edits to the 5 Year Plan document so the intended edits to the Annual Action Plan that were adopted with the adjustments to the AP-20 Goals are not available to select. I have combined into this one "Community Development Needs Goal" what was adopted by City Council: "Community Development Needs Goals - Providing Enhanced Public Services" (<del>\$719,913</del> Corrected: \$578,413+ \$768,193 (CDBG-CV Round III allocation) = 1,478,109) and "Community Development Needs Goals - Improving Public Facilities and Infrastructure" (\$631,139) for a total goal of <del>\$1,351,052</del> = \$2,109,248.</p>

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

### Introduction

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

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

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

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

#	Project Name
1	CDBG Program Administration
2	ECHO Housing - Fair Housing Program
3	Section 108 Loan Repayment
5	Single-Family Housing Rehabilitation Program
6	CALICO - San Leandro Child Abuse Intervention Project
7	Davis Street Family Resource Center's Family Support Services - Basic Needs Program
8	SOS/Meals on Wheels - Meal Delivery Service to Homebound Seniors
9	Spectrum Community Services
10	Boys and Girls Club of San Leandro Capital Improvement Project
11	San Leandro Homeless Shelter Repairs and ADA Accessibility Upgrades
12	Rental Assistance Program

Table 7 – Project Information

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

The four (4) public services agencies (CALICO, Davis Street Family Resource Center, SOS/Meals on Wheels and Spectrum Community Services) that were funded in prior years are the first of a two-year

funding cycle (including FY 2019-2021). They were selected from a pool of fifteen (15) agencies that submitted applications to the City-issued FY 2019-2021 Community Assistance Grant Program (CAP) Request for Proposals. The decision to allocate CDBG funding to these above-noted four agencies was based on a number of factors: 1) proven eligibility to receive federal CDBG funding, 2) agency's past performance met or exceeded service delivery goals and expectations, 3) public services provided by these agencies address the priority needs identified in the Human Services Gap Analysis, dated April 2017 and adopted by City Council in October 2017, 4) public services provided by these agencies meet the City's Consolidated Plan priority needs. On April 24, 2019, the City's Human Services Commission agreed with City Staff and recommended that these four agencies be funded with CDBG funds.

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

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

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

For Public Facilities improvement projects, both the total CDBG award to the City and the carryforward CDBG funds from prior years will result in one-time new allocations for two high use and important nonprofit public facilities for City residents. Staff recommends an allocation of 1) \$300,000 to the Boys' and Girls' Club's proposed major renovations to its facilities at 401 Marina Boulevard including new, modernized locker rooms, meeting spaces, and infrastructure upgrades, and 2) \$143,725 to Building Futures for Women and Children (BFWC) for ADA improvements and significant deferred maintenance to the San Leandro Homeless Shelter located at Saint Leander's Church.

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

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

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	CDBG Program Administration
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Affordable Housing Needs Goals Homelessness Needs Goals Community Development Needs Goals
	<b>Needs Addressed</b>	Affordable Housing Needs Homeless Needs Community Development Needs - Public Services Community Development Needs - Public Facilities Community Development Needs - Economic Development Administration
	<b>Funding</b>	CDBG: \$131,503
	<b>Description</b>	General administration and oversight of the CDBG Program.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	8,482 low-income clients will be assisted with CDBG-funded services. This includes 8,457 public services clients; 10 Fair Housing services clients, and 15 housing rehabilitation program clients.
	<b>Location Description</b>	Various locations throughout the City and the County.
	<b>Planned Activities</b>	The City will continue to allocate 20% of its annual CDBG entitlement funds to the administration of the City's CDBG program.
2	<b>Project Name</b>	ECHO Housing - Fair Housing Program
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Affordable Housing Needs Goals
	<b>Needs Addressed</b>	Affordable Housing Needs
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	ECHO Housing provides fair housing services to San Leandro residents to reduce housing discrimination in the City.
	<b>Target Date</b>	6/30/2020

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Ten (10) low-income households will be assisted with fair housing services.
	<b>Location Description</b>	ECHO Housing staff provides fair housing services over the phone.
	<b>Planned Activities</b>	<p>ECHO Housing Fair Housing Coordinator will:</p> <ul style="list-style-type: none"> <li>• provide services to San Leandro households inquiring about fair housing and related issues, and/or alleging housing discrimination by evaluating and investigating complaints within 24 hours, when feasible, using trained investigators. If discrimination is suspected, mediation will be offered or referrals will be made to private attorneys or government agencies if the complainant so desires.</li> <li>• conduct a systematic fair housing audit to determine fair housing compliance, analyze data, and provide follow-up and training for non-compliant property owners and/or managers.</li> <li>• conduct an annual April Fair Housing Month event and a fair housing training session for tenant and/or potential homebuyers.</li> <li>• conduct presentations on fair housing issues; distribute fliers/brochures at public locations such as libraries, churches, community groups, social service agencies, and stores; and disseminate quarterly public service announcements.</li> </ul>
<b>3</b>	<b>Project Name</b>	Section 108 Loan Repayment
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Facilities
	<b>Funding</b>	CDBG: \$187,414
	<b>Description</b>	The City submitted its HUD Section 108 Loan Guarantee Program Application for \$2.5 million which is needed to complete the construction of the City's new senior center. The City pledges futures CDBG funds to repay the \$2.5 million loan over 20 years. The City began repaying this loan in FY2010-2011.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable.
	<b>Location Description</b>	Not applicable.

	<b>Planned Activities</b>	The City will use CDBG funds to repay its \$2.5 million HUD Section 108 Loan used to complete the construction of the City's senior center. The repayment amounts are in accordance with HUD's 20-year repayment schedule.
4	<b>Project Name</b>	Single-Family Housing Rehabilitation Program
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Affordable Housing Needs Goals
	<b>Needs Addressed</b>	Affordable Housing Needs
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	The City's Single-Family Housing Rehabilitation Program will provide grants to very low- and low-income households for minor repairs to their homes.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Fifteen (15) low-income households will have minor repairs completed in their single-family or mobile homes.
	<b>Location Description</b>	The owner-occupied homes, located within the jurisdictional boundaries of San Leandro, will be identified once the applications are processed.
	<b>Planned Activities</b>	CDBG funds will be used to provide grants to 15 income-eligible (extremely low- and very low-income) households to complete repairs to their owner-occupied single-family or mobile homes. Grants may be used for minor repairs that improve health and safety, home accessibility, exterior clean up, exterior paint, and seismic strengthening.
5	<b>Project Name</b>	CALICO - San Leandro Child Abuse Intervention Project
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Services
	<b>Funding</b>	CDBG: \$22,000
	<b>Description</b>	CALICO, the Child Abuse Listening, Interviewing, and Coordination Center, provides family support services to improve mental health outcomes for San Leandro children and their families who have suffered from abuse.

	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Fifty (50) abused children and thirty-six (36) caregivers will receive critical family support services, which includes forensic interviews.
	<b>Location Description</b>	CALICO Interview Center, 524 Estudillo Avenue, San Leandro, CA 94577
	<b>Planned Activities</b>	CALICO's Family Resource Specialist (FRS), a skilled mental health clinician, will provide critical therapeutic interventions that can place 50 abused children on the path of healthy adulthoods. FRS will also provide caregivers with ongoing support that prevents that recurrence of violence and begins to foster healing for the children.
6	<b>Project Name</b>	Davis Street Family Resource Center's Family Support Services - Basic Needs Program
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Services
	<b>Funding</b>	CDBG: \$42,941
	<b>Description</b>	Comprehensive Family Resource Center provides emergency services to low-income people in San Leandro enabling them to move out of poverty and into self-sufficiency. Family Support Services program includes basic needs services, food, clothing, housing assistance, employment support, counseling case management and information and referral, free medical and dental care, and childcare.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	DSFRC will provide services to 9,000 low-income individuals and families through their Basic Needs Services Program. The program provides emergency food supplies including food bags sufficient for an entire family for 7 days. DSFRC will provide 150 clients with crisis intervention and/or short-term community counseling and/or substance abuse prevention services.
	<b>Location Description</b>	Davis Street Family Resource Center, 3081 Telegraph Street, San Leandro, CA 94577



	<b>Planned Activities</b>	Basic Needs Program will provide 9,000 San Leandro clients with emergency food supplies. Basic Needs Program clients will be screened for eligibility for other social service needs and will be referred to other social service community providers. Counseling services, including weekly individual, family and crisis intervention, and substance abuse prevention and short-term counseling will be provided to 150 clients at both family resource centers and 10 San Leandro schools.
7	<b>Project Name</b>	SOS/Meals on Wheels - Meal Delivery Service to Homebound Seniors
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Services
	<b>Funding</b>	CDBG: \$44,000
	<b>Description</b>	SOS/Meals on Wheels program delivers warm, nutritious meals to homebound seniors who are 60 years of age or older and unable to buy or prepare food for themselves.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	160 homebound seniors will be provided with warm, nutritious meals.
	<b>Location Description</b>	The meals will be delivered to senior citizen's homes throughout the City.
<b>Planned Activities</b>	SOS/Meals on Wheels will deliver warm, nutritious meals to 160 homebound seniors in San Leandro. Drivers will also provide health check-in visits and assist seniors with small tasks. <u>SOS/Meals on Wheels has significantly increases their client recipients who are impacted by COVID-19, and residents of the City of San Leandro Sheltering in Place.</u>	
8	<b>Project Name</b>	Spectrum Community Services
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Services
	<b>Funding</b>	CDBG: \$17,500

	<b>Description</b>	Spectrum works to support San Leandro Senior Citizens to stay healthy and independent by serving hot, nutritious meals in a supportive setting, five days a week.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	210 low-income San Leandro Senior Citizens will receive hot, nutritious meals in a supportive setting
	<b>Location Description</b>	San Leandro Senior Center, 13909 E. 14th Street, San Leandro CA 94578
	<b>Planned Activities</b>	Meals will be served to San Leandro Senior Citizens five days a week and will total 248 days during the Fiscal Year. Each day, freshly prepared, nutritious lunch-time meals will be prepared at Spectrum's central kitchen located at Josephine Lum Lodge in Hayward, CA.
9	<b>Project Name</b>	Boys and Girls Club of San Leandro Capital Improvement Project
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Facilities
	<b>Funding</b>	CDBG: \$300,000
	<b>Description</b>	Since the 1970s the Boys and Girls Club have partnered with San Leandro to operate and maintain the pool facility located at the organizations club site. The organization has provided an aquatics program at the site that is available to City residents.
	<b>Target Date</b>	12/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Boys and Girls Club of San Leandro serves approximately 900 low-income youth ages 6-14 years of age. Once renovation and the locker room is completed the organization will return to this level of service.
	<b>Location Description</b>	Boys and Girls Club of San Leandro, 401 Marina Blvd, San Leandro, CA 94577
	<b>Planned Activities</b>	Funding will be used to renovate the locker room and shower space for the pool which is serviced and maintained by San Leandro Department of Human Services and Recreation.
10	<b>Project Name</b>	San Leandro Homeless Shelter Repairs and ADA Accessibility Upgrades
	<b>Target Area</b>	City-Wide

	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Facilities
	<b>Funding</b>	CDBG: \$143,725
	<b>Description</b>	The San Leandro Shelter is a 30-bed homeless shelter. While housed at San Leandro Shelter, residents receive a range of services including meals, on-site case management, housing search assistance, individual therapy, life skills coaching, domestic violence and parenting support groups, evening children's activities and access to health care services.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 women and children clients annually.
	<b>Location Description</b>	San Leandro Shelter, 501 Davis Street, San Leandro CA
	<b>Planned Activities</b>	The capital improvement project will improve the program's accessibility for residents with mobility impairments, to enhance safety of the facility, to protect and extend the life of the structure and to increase the quality of life of the clients of the San Leandro Shelter. This will be accomplished by replacing the exterior ramp, stairs and entryway landing; rebuilding four bathroom shower stalls and subfloors, including ADA shower stall; and replacing the floors in the common area.
<b>11</b>	<b>Project Name</b>	Rental Assistance Program
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Services
	<b>Funding</b>	CDBG-CV <b>Round I:</b> \$451,972 <b>CDBG-CV Round III: \$768,193</b>
	<b>Description</b>	The City of San Leandro will establish a Rental Assistance Program benefiting low- and moderate- income households (CDBG definition <80% of the Area Median Income) who face eviction or financial hardship as a result of COVID-19. The goal of this program is to maintain housing stability of San Leandro residents. Current HUD guidance allows for three months of rental housing assistance of CDBG eligible recipient households.

<b>Target Date</b>	6/30/2021
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	<del>TBD</del> CDBG-CV Round I: 40 households CDBG-CV Round III: 50 households
<b>Location Description</b>	Centro Legal de la Raza 3022 International Blvd., 4th Floor Oakland, CA 94601 phone: 510-437-1554
<b>Planned Activities</b>	<u>Funding was provided to Centro Legal de la Raza, a non-profit public interest legal firm with a demonstrated experience working with low and moderate income households; evaluating financial need; and ability to connect recipients to supportive services such as case management, financial planning and coaching; and special needs housing resources and providers. Centro Legal will administer this program will be allowed to budget up to a maximum of 20% for administrative overhead for the duration of the contract.</u>

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

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

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

### **Geographic Distribution**

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

**Table 8 - Geographic Distribution**

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

Not applicable.

### **Discussion**

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

### **Introduction**

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

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

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

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

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

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

### **Discussion**

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

### **Introduction**

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

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

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

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

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

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

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

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

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

The new Environmental Protection Agency (EPA) rule effective April 22, 2010 requires that contractors be EPA-lead certified prior to beginning work on structures built before 1978. The City, specifically its Building & Safety Services Division, requires contractors, who are working on homes built prior to 1978,

to demonstrate that they have satisfied the EPA law prior to providing them the City building permits needed.

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

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

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

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

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

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

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

The City plans to continue funding EveryOne Home's operations, and having City Housing staff assist (e.g., technical assistance) EveryOne Home's staff, Board, committees and activities as needed. As already described, the City is committed to implementing the strategies of the EveryOne Home Plan and



its objectives of ending homelessness in Alameda County by 2020.

**Discussion**

## Program Specific Requirements

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

#### Introduction

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

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

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

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

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%



# City of San Leandro

Meeting Date: November 16, 2020

## Resolution - Council

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**File Number:** 20-473

**Agenda Section:** ACTION ITEMS

**Agenda Number:**

**TO:** City Council

**FROM:** Jeff Kay  
City Manager

**BY:** Tom Liao  
Community Development Director

**FINANCE REVIEW:** Susan Hsieh  
Finance Director

**TITLE:** RESOLUTION of the City of San Leandro City Council Approving the Second Substantial Amendment to the U.S. Department of Housing and Urban Development (HUD) FY 2019-2020 Annual Action Plan and Authorizing the City Manager to Execute All Documents Related to the Submission of the Amended Plan to HUD; and Authorize the City Manager to Execute all Related Grant Documents identified in the FY 2019-2020 Annual Action Plan.

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WHEREAS, the Federal Government has made Community Development Block Grant (CDBG) funding available to local communities to meet local community development objectives; and

WHEREAS, the City Council approved the First Substantial Amendment of the FY 2019-2020 Annual Action Plan on June 15, 2020; and

WHEREAS, Annual Action Plans may be amended, and the substantial amendments to the Plans are subject to the citizen participation process in accordance with the City's HUD-approved Citizen Participation Plan (CPP); and

WHEREAS, after the federal government passed The Coronavirus Aid, Relief, and Economic Security (CARES) Act and allocated funding to the Community Development Block Grant (CDBG) program for activities to support infectious disease response. Specifically for COVID- 19, the U.S. Department of Housing and Urban Development (HUD) issued guidance regarding eligible activities for the Community Development Block Grant Coronavirus (CDBG-CV) funds; and

WHEREAS, to access the CARES Act Round III allocation of \$768,193 in CDBG- CV funding allocated to the City of San Leandro, the City must amend its FY 2019- 2020 Annual Action Plan a second time to identify the proposed activities for the expenditure of the CDBG-CV funds to address the COVID- 19 crisis; and

WHEREAS, due to the effects of the COVID-19 pandemic, including most significantly the orders of the various Directors of Public Health for the most populous counties in the San Francisco-Oakland-San Jose Bay Area for all residents of the respective counties to

shelter-in-place effective March 17, 2020, and still currently in place, HUD issued specific waivers regarding the timing of the review period, and amended regulations related to the Citizen Participation Plan to allow as fulsome and robust as possible public participation while allowing implementation to occur as quickly as possible; and

WHEREAS, City staff followed and complied with the Citizen Participation Plan by making the Second Substantial Amendment to the FY 2019-2020 Annual Action Plan available to the public for 13 days (a minimum of 5 days is the required public comment period under the current Shelter In Place Order); and

WHEREAS, the City Manager recommends the Second Substantial Amendment to the FY 2019-2020 Annual Action Plan as described in the staff report associated to and made a part of this Resolution.

NOW, THEREFORE, the City Council of the City of San Leandro does RESOLVE as follows:

- 1) That the Second Substantial Amendment FY 2019-2020 Annual Action Plan as described in the staff report associated to and made a part of this Resolution, are hereby approved; and
- 2) The City Manager is authorized, subject to edits and attachments reviewed and approved as to form by the City Attorney, to submit and execute all documents related to the Second Substantial Amendment to the FY 2019-2020 Annual Action Plan.



## SUMMARY

FINAL FOR ADOPTION  
2<sup>ND</sup> SUBSTANTIAL AMENDMENT  
to the  
FY 2019-2020  
ANNUAL ACTION PLAN  
NON-HOME FUNDS

*ALAMEDA COUNTY  
HOME CONSORTIUM*

Presented to City Council November 16, 2020

# Executive Summary

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

### 1. Introduction

In response to the Coronavirus Pandemic (COVID-19), the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136 was adopted and authorized on March 27, 2020. In April 2020, HUD awarded the City \$451,972 in Community Development Block Grant-Coronavirus (CDBG-CV) Round I funds to prevent, prepare for, and respond to COVID-19. In a letter dated October 22, 2020, HUD notified the City of San Leandro that it had received an additional \$768,193 in CDBG-CV Round III CARES Act funds. The CARES Act allows for reimbursement of costs incurred prior to the date of enactment of this legislation in addition to removal of the spending caps normally in place for Public Services expenditures as long as those costs are in response to COVID-19. (Note that the removal of the Public Services expenditure caps are only allowed for the 2019-2020 and 2020-2021 AAP Program Years.) The CARES Act allows HUD to waive or specify alternative requirements to expedite distribution of funding in response to COVID-19. Soon after the signing of the CARES Act, HUD issued guidance that allows cities to shorten the public comment period for amending prior AAPs to expedite the use of CDBG and CDBG-CV funds. Note that the Citizen Participation Plan was amended in tandem with the first substantial amendment to this document. Further, HUD provided guidance that those funds must also be programmed using the FY 2019-20 Annual Action Plan—thus the second Substantial Amendment to this plan.

On April 13, 2020, the City received a waiver that permits a reduced period for public noticing and public comment on this amendment to the 19-20 AAP (7/1/19-6/30/20). The City is taking this opportunity to re-allocate prior year unspent CDBG funds and program new stimulus funding, CDBG-CV, towards COVID-19 emergency services.

The first and second substantial amendments to the 19-20 AAP summarizes Citizen Participation and Public Comment and expected resources to address COVID-19 related impacts. Additionally, it identifies how the City plans to use available funds by updating its annual goals and objectives and the related projects targeted for funding to address COVID-19. The updated sections of this annual planning document—that are necessary to implement these changes to allocations and appropriations of these funds—include:

- [Summary of Citizen Participation](#)
- [AP-10 Consultation](#)
- [AP-12 Participation](#)
- [AP-15 Expected Resources](#)
- [AP-20 Annual Goals and Objectives](#)

- AP-35 Projects
- AP-38 Project Summary

HUD's CDBG allocation to the City was announced on April 15, 2019. The FY 2019-2020 for CDBG funding amount decreased just over 1% from last year's amount (from \$714,909 to \$707,517). The FY 2019-2020 HOME funding amount decreased 9% from last year's pro-rated share from Alameda County HOME consortium of \$244,691 to a total allocation of \$221,998. HOME funds are available for general administration and affordable housing projects as part of the Alameda County HOME Consortium.

Staff analysis of the City's HUD funding shows that there is \$364,991 unused prior year CDBG funds that will be carried forward with recommended allocations in FY 2019-2020. These prior year funds consist mainly of unused general program administration and public services funding from FY 2014-2015 and prior years, FY 2015-2016, and FY 2017-2018. There was an unexpected repayment of \$300,000 from a 2009 capital improvement loan received by the City in January 2018. Staff consulted with HUD and received a HUD determination that these funds are not program income but rather a reimbursement based on a defaulted loan agreement. Additionally, In FY 2018-2019 the City received \$35,424 in program income derived from the repayment of a CDBG rehabilitation loan that was made to a low-income San Leandro homeowner in 1993. This loan was repaid upon the sale of the property by the owner's estate. Therefore, the total available for CDBG allocation for FY 2019-2020 is \$1,107,933.

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

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City proposes to allocate its available CDBG funding in the following eligible categories: Public Services, Public Facilities, Housing Activities, and General Admin.

For CDBG Public Services funding there is a HUD statutory cap of 15% of the total CDBG entitlement grant plus prior year program income. In FY 18-19 the City received \$35,424 in program income from the repayment of a CDBG rehabilitation loan that was made in 1993. Therefore, there is a total of \$111,441 in funding available for Public Services grants in FY 19-20.

For Public Services the City proposes to fund priorities identified in its recent Human Services Gap Analysis adopted by the City Council in October: homeless services and a shelter, family support services for abused children and their families, and services for special needs population. The following four agencies are recommended to receive CDBG FY 19-20 Public Services grants: CALICO \$22,000; Davis Street Family Resource Center \$42,941; SOS/Meals on Wheels for San Leandro Seniors \$29,000; and Spectrum Community Services, Inc. \$17,500.

For CDBG General Administration, HUD allows entitlement cities and counties up to 20% of the total CDBG allocation. A total of \$141,503 is available for the administration of CDBG funded activities including the provision of federally mandated fair housing services. Of the \$141,503, staff recommends \$131,503 be allocated for CDBG general admin costs. Staff also recommends \$10,000 for ECHO Housing to continue providing fair housing services.

For Public Facilities improvement projects, both the total CDBG award to the City and the carryforward CDBG funds from prior years will result in one-time new allocations for public facilities for City residents. Staff recommends an allocation of \$300,000 to the Boys' and Girls' Club's proposed major renovations to its facilities at 401 Marina Boulevard. The second recommendation is for \$143,725 to Building Futures for Women and Children (BFWC) for ADA improvements and to address deferred maintenance to the San Leandro Homeless Shelter located at Saint Leander's Church.

The remaining CDBG-funded public facility projects reflect ongoing projects: Section 108 loan repayment for the Senior Community Center construction which is based on a HUD repayment schedule (\$187,414) and the City's ADA Transition Plan.

For Housing Activities, staff recommends providing \$100,000 in CDBG funding to Rebuilding Together Oakland/East Bay (RTO) to administer the City's Single Family Home Rehabilitation Program. The program remains in high demand for low income San Leandro homeowners in need of minor home repairs. In the current fiscal year, RTO made substantial progress in processing applications to complete rehab work and expend CDBG funds. The \$100,000 is the same amount that RTO received annually in the prior two fiscal years. Staff recognizes that RTO Bay is providing outstanding service.

The City will have an allocation of \$221,998 in HOME funds as its pro-rata share administered and distributed by Alameda County HOME Consortium. Alameda County is the lead administrator of HOME funding and the HOME Consortium. In order to comply with encumbrance and expenditure rules of the HOME program, these funds are combined with all the HOME Consortium member cities into a pool of funds. These funds can be used by any HOME Consortium member City who has an opportunity site ready for purchase or an affordable housing development with a funding gap. In FY 15-16 the City used \$256,761 of the HOME Consortium pool of funds to assist BRIDGE Housing's 85-unit La Vereda (formerly San Leandro Senior Housing) development. The City's HOME allocation for FY 19-20 will be the last installment of funds used to repay this and two other allocations made by the HOME consortium in the last eight years.

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

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of San Leandro's FY 2019-2020 Action Plan is the last year of a five-year planning cycle. The most recent required Consolidated Annual Performance and Evaluation Report (CAPER) was completed



for the FY 2017-2018 Action Plan and was approved by HUD in April 2019. The FY 2018-2019 Action Plan recommended substantially similar programs as those recommended in the FY 2019-2020 Action Plan. The CAPER for FY 2017-2018 found that all of the program activities were successful to the extent that those organizations should continue to receive a portion of the City's CDBG funding allocation. Additionally, staff receive quarterly reports from the City's CDBG funded organizations that provide a narrative of accomplishments and demographic and economic data.

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

Summary from citizen participation section of plan.

On 4/13/20, the City received a waiver that permits a reduced period for public noticing and public comment on amendments to the AAP for 7/1/19-6/30/20. The City is took the opportunity to re-allocate prior year unspent CDBG funds and program new stimulus funding, CDBG-CV, towards COVID-19 emergency services.

The first draft Substantial Amendment to the 19-20 AAP was available for comment from 6/2/20 to 6/7/2020. The second draft Substantial Amendment to the 19-20 AAP was available for comment from 11/3/20 to 11/16/2020. Due to the Alameda County Shelter-In-Place Order all documents are available for review on the City's websites. There were no comments received during the first draft Substantial Amendment public comment period. As of the printing of this document for the public review in advance of the City Council meeting, there were no comments received on the second draft Substantial Amendment to the 19-20 AAP.

The needs in this document were derived from preliminary data from the impacts of COVID-19 which indicate significant unmet needs in many areas of potential CDBG and CDBG-CV funding categories. The City of San Leandro is considering the following eligible activities for this funding for current and/or future funding that may become available: assisting low- and moderate-income households with housing rental assistance for no more than six months, food pantry/distribution/delivery meal programs, and support of other COVID-19 response services.

Notice of a summary and the availability of the original Draft FY 19-20 AAP for 30-day public comment was published in a locally circulated newspaper, *Daily Review*, on 3/15/19. The City Council will hold a public hearing on 4/1/19 to receive initial public input on the Draft AAP and to begin the 30-day comment from 4/2-5/1/19. The Draft Action Plan will be available for public review and comment during the 30-day period at City Hall (City Clerk's office and Community Development Department), the San Leandro Main Library, and the City's website. The second and final public hearing was held on 5/6/19.

On 3/6/19, the City's Department of Recreation and Human Services released a Request for Proposals (RFP) to solicit applications for both the City's Community Assistance Program (CAP) and CDBG-funded Public Services programs over the next two fiscal years (FY 19-21). CAP public services are funded from an annual allocation of City General Fund monies (\$150,000 for FY 19-20), while CDBG funds available

for public services are capped and lower (see discussion below). The deadline to submit applications was March 28, 2019. The City received 15 requests for funding applications. The total amount requested from all the applications was almost two and a half times the amount of funds available from both programs.

On 4/10/19 the Human Services Commission heard presentations from the majority of the applicants. On 4/24/19 Recreation and Human Services Department staff provided the Human Services Commission its recommendations for CAP funding recipients based on those applications and input from the Community Development Department's Housing Division's recommendations for CDBG-funded public services. The Housing Division's recommendations were based on past performance and priority needs identified in the Human Services Gap Analysis, dated April 2017 and adopted by City Council in October 2017.

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

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

There were no public comments received during the public comment period nor at the June 1, 2020 public hearing where the First Substantial Amendment to this document was considered by City Council. This section will be updated as needed in the final Second Substantial Amendment to this document.

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

Not applicable.

## **7. Summary**

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

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

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

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

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

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

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

**Table 1 – Responsible Agencies**

**Narrative**

**Consolidated Plan Public Contact Information**

Maryann Sargent, Senior Housing Specialist  
 City of San Leandro  
 Community Development Department  
 Housing Services Division  
 835 East 14th Street  
 San Leandro, CA 94577  
 Office: 510.577.6005  
 Fax: 510.577.6007  
 msargent@sanleandro.org

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

### **1. Introduction**

This section of this plan documents the interagency coordination, consultation, and public participation that informs the First and Second Substantial Amendments to Annual Action Plan. Those consultations began once the City complied with the Alameda County Shelter-In-Place order issued on March 16, 2020. City staff, including the City's Office of Emergency Management staff, have been in frequent consultation with the Alameda County Department of Public Health to consult on the nature of the need in the County for which CDBG-CV funds are to be used. Additionally, non-profit agencies currently operating homeless shelters and providing services San Leandro's low-moderate-income residents have been consulted to determine the highest and best needs for the CDBG-CV funds.

San Leandro will continue to coordinate available CDBG, HOME, and local funds to provide housing programs, public service assistance, capital improvements, and economic development activities for eligible residents and neighborhoods in FY 19-20. Housing-related activities will be coordinated between various City divisions, including Planning and Housing Services. The City will also coordinate with Alameda County, HOME Consortium member cities, and non-profit agencies to address housing needs. The City will work with Alameda County to administer HOME funds for acquisition, rehabilitation, and/or new construction of affordable rental housing as well as tenant-based rental assistance. The City will continue to contract for housing services such as fair housing and tenant/landlord counseling. City staff will continue to work closely with local non-profit agencies, the County, and other HOME Consortium members to identify permanent affordable, emergency and transitional housing needs for the homeless and/or persons with special needs. HOME Consortium members have agreed to continue funding the regional Tenant-Based Rental Assistance (TBRA) for Homeless Families Program, a transitional housing program that provides short-term rental subsidies and support services to assist homeless families attain permanent housing. In addition, the Housing Authority of Alameda County (HACA) administers the HUD Section 8 Housing Voucher Program, and the City will continue support HACA's efforts to maintain the current level of vouchers for eligible San Leandro citizens.

In 2018, the City's Recreation and Human Services Department hired Urban Strategies Council to conduct a Gap Analysis. At the October 1, 2018 City Council meeting Staff presented the results of that analysis and will use it to prioritize expenditures of CDBG and the City's Community Assistance Grant Program (CAP) funds. Gaps were identified in the following services offered to San Leandro residents: high-level mental and behavioral health needs, child and family enrollment in CalFresh, cuts to critical safety net programs, and domestic and intimate partner violence. Efforts will continue to include the Human Services Commission (HSC) and non-profit agency directors/members to improve and further evaluate those programs funded to address these identified gaps in service needs. HSC identifies social service needs in the community, reviews requests for funds, and makes recommendations for City financial support to social service agencies.

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

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

The San Leandro works with local, Alameda County-wide and other regional housing and community development organizations to support communication and coordination that advance policies and implements affordable housing development and preservation efforts, in addition to serving the needs of area homeless persons. San Leandro staff regularly participate in the Alameda County HOME consortium to collaborate around identifying and implementing HOME-programs (including Tenant-Based Rental Assistance and Community Housing Development Organizations) and constructing affordable housing. The HOME Consortium also serves as a regular forum for regional City staff to consult on policies advancing affordable housing and community development goals.

Additionally the San Leandro supports EveryOne Home (EOH), the coordinating body for the efforts to end homelessness in Alameda County. EOH works to advance an efficient response to a regional problem by identifying the best use of the County's resources while building capacity to attract funding from federal state and philanthropic sources. EOH partners with consumers, families and advocates to ensure that individuals and families are safely, supportively and permanently housed. EOH addresses the housing needs of the homeless, and extremely low-income persons with serious mental illness and/or those living with HIV/AIDS. Planning efforts began in 2004 as a unique collaboration among community stakeholders, cities and Alameda County government agencies that share overlapping client populations and a recognition that stable housing is a critical cornerstone to the health and well-being of homeless and at-risk people, and our communities. After its publication in 2006, the Plan was adopted by the Alameda County Board of Supervisors and all fourteen (14) Alameda County cities, including San Leandro. The Plan was endorsed by numerous community organizations. In 2018 a strategic update to this plan was established with four broad strategies to prevent homelessness and house those without shelter: 1) expand the number of permanent supportive and other affordable housing, 2) increase investment in homeless prevention programs, 3) build stronger governance structure that supports policy implementation, planning and service delivery to people experiencing homelessness, 4) advance policies to reduce homelessness such as protecting renters, increase funding sources that supports affordable housing production, protecting the dignity, health and safety of those people experiencing homelessness. Implementation of the EOH Plan is led by a community-based organization of the same name. EOH is guided by a Leadership Board comprised of jurisdictional appointed members and key community constituencies such as consumers, cities, nonprofit service providers and housing developers, businesses, law enforcement, housing authorities, and faith-based organizations.

**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.**

San Leandro will continue to provide pro-rata funding in supporting the administration and implementation of the EOH Plan.

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

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

EveryOne Home is the Alameda Countywide Continuum of Care implementing agency that manages the use of Emergency Solutions Grant (ESG) funds since early in 2012. Representatives from the Cities of Berkeley and Oakland, Alameda County Housing and Community Development Department (Urban County grantee), and the Executive Director of EveryOne Home worked together to implement the new ESG requirements. The collaboration began in 2009 with the American Recovery and Reinvestment Act (ARRA) Homelessness Prevention and Rapid Re-housing (HPRP) funds and works to ensure consistency in implementing homeless programs county-wide. This collaboration resulted in the creation of the Priority Home Partnership (PHP), which was a county-wide program to implement HPRP. In order to learn from the best practices established by PHP, the group agreed to meet regularly to prepare the Substantial Amendment that details how the entities will coordinate the use of future ESG funding via regular meetings and discussions with EveryOne Home. Subsequent to those calls, on March 1, 2012, EveryOne Home held a community-wide meeting at which additional consultation and public input into the use of ESG funds was solicited. A series of meetings with EveryOne Home and the ESG grantees continued through the year and a coordinated ESG program was established and began implementation in early 2013. This coordinated program was used for FY 18-19 ESG funding.

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

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

1	<b>Agency/Group/Organization</b>	CALICO Center
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Victims of Domestic Violence Child Welfare Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	In March 2019 San Leandro released a Request for Proposals for public services funding from the Community Assistance Program and CDBG funding. Prior year applicants, grant recipients and other interested social service agencies were sent the RFP for the FY 2019-2021 funding. The City received 15 requests for funding applications for funding. The total amount requested from all the applications was almost two and a half times the amount of funds available from both these funding programs. City staff submitted recommendations to the City of SL Human Services Commission prior to awarding CDBG funds.
2	<b>Agency/Group/Organization</b>	Davis Street Family Resource Center
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	In March 2019 San Leandro released a Request for Proposals for public services funding from the Community Assistance Program and CDBG funding. Prior year applicants, grant recipients and other interested social service agencies were sent the RFP for the FY 2019-2021 funding. The City received 15 requests for funding applications for funding. The total amount requested from all the applications was almost two and a half times the amount of funds available from both these funding programs. City staff submitted recommendations to the City of SL Human Services Commission prior to awarding CDBG funds.
3	<b>Agency/Group/Organization</b>	SOS / Meals on Wheels
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	In March 2019 San Leandro released a Request for Proposals for public services funding from the Community Assistance Program and CDBG funding. Prior year applicants, grant recipients and other interested social service agencies were sent the RFP for the FY 2019-2021 funding. The City received 15 requests for funding applications for funding. The total amount requested from all the applications was almost two and a half times the amount of funds available from both these funding programs. City staff submitted recommendations to the City of SL Human Services Commission prior to awarding CDBG funds.
4	<b>Agency/Group/Organization</b>	SPECTRUM COMMUNITY SERVICES
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs



	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	In March 2019 San Leandro released a Request for Proposals for public services funding from the Community Assistance Program and CDBG funding. Prior year applicants, grant recipients and other interested social service agencies were sent the RFP for the FY 2019-2021 funding. The City received 15 requests for funding applications for funding. The total amount requested from all the applications was almost two and a half times the amount of funds available from both these funding programs. City staff submitted recommendations to the City of SL Human Services Commission prior to awarding CDBG funds.
5	<b>Agency/Group/Organization</b>	City of San Leandro Human Services Commission
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	In March 2019 San Leandro released a Request for Proposals for public services funding from the Community Assistance Program and CDBG funding. Prior year applicants, grant recipients and other interested social service agencies were sent the RFP for the FY 2019-2021 funding. The City received 15 requests for funding applications for funding. The total amount requested from all the applications was almost two and a half times the amount of funds available from both these funding programs. City staff submitted recommendations to the City of SL Human Services Commission prior to awarding CDBG funds.
6	<b>Agency/Group/Organization</b>	ALAMEDA COUNTY HOUSING & COMMUNITY DEVELOPMENT
	<b>Agency/Group/Organization Type</b>	Other government - County

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

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

Not applicable.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	EveryOne Home	EveryOne Home and the CDBG and City-funded homeless support programs noted in San Leandro's FY 19-20 Action Plan address the region's homelessness needs.

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

**Narrative**

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

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

On 4/13/20, the City received a waiver that permits a reduced period for public noticing and public comment on amendments to the AAP for 7/1/19-6/30/20. The City is took the opportunity to re-allocate prior year unspent CDBG funds and program new stimulus funding, CDBG-CV, towards COVID-19 emergency services.

The first draft Substantial Amendment to the 19-20 AAP was available for comment from 6/2/20 to 6/7/2020. The second draft Substantial Amendment to the 19-20 AAP was available for comment from 11/3/20 to 11/16/2020. Due to the Alameda County Shelter-In-Place Order all documents are available for review on the City's websites. There were no comments received during the first draft Substantial Amendment public comment period. Any comments on the second draft Substantial Amendment will be included in this section.

The needs in this document were derived from preliminary data from the impacts of COVID-19 which indicate significant unmet needs in many areas of potential CDBG and CDBG-CV funding categories. The City of San Leandro is considering the following eligible activities for this funding for current and/or future funding that may become available: assisting low- and moderate-income households with housing rental assistance for no more than three months, food pantry/distribution/delivery meal programs, business assistance (technical assistance, financial support to microenterprises or funding to retain employees that are low- and moderate-income), and support of other COVID-19 response services.

Notice of a summary and the availability of the Draft FY 19-20 AAP for 30-day public comment was published in a locally circulated newspaper, *Daily Review*, on March 15, 2019. The City Council held a public hearing on April 1, 2019 to receive initial public input on the Draft AAP and to begin the 30-day comment from April 2 through May 1, 2019. The Draft Action Plan was available for public review and comment at City Hall (City Clerk's office and Community Development Department), the Main Library, and the City website (<https://www.sanleandro.org/depts/cd/housing/plans.asp>) during the 30-day period.

The second and final public hearing was held on May 6, 2019. There were no public comments received either in writing in response to the public hearing notice or in person at the City Council hearing.

In addition to the public hearings, FY 19-20 is the first of a two-year funding cycle. On March 6, 2019, the City's Department of Recreation and Human Services released a Request for Proposals (RFP) to solicit applications for both the City's Community Assistance Program (CAP) and CDBG-funded Public Services programs over the next two fiscal years (FY 2019-2021). CAP public services are funded from an annual

allocation of City General Fund monies (~\$150,000 for FY 19-20), while CDBG funds available for public services are capped and lower. The deadline to submit applications was March 28, 2019. The City received 15 requests for funding applications. The total amount requested from all the applications was almost two and a half times the amount of funds available from both programs.

On April 10, 2019 the Human Services Commission heard presentations from the majority of the applicants. On April 24, 2019 Recreation and Human Services Department staff provided the Human Services Commission its recommendations for CAP funding recipients based on those applications and input from the Community Development Department's Housing Division's recommendations for CDBG-funded public services. The Housing Division's recommendations were based on past performance and priority needs identified in the Human Services Gap Analysis, dated April 2017 and adopted by City Council in October 2017.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Minorities  Non-English Speaking - Specify other language: Spanish and Chinese  Persons with disabilities  Non-targeted/broad community  Homeowners' Associations	None	None	N/A	<a href="https://sanleandro.legistar.com/LegislationDetail.aspx?ID=3899224&amp;GUID=6016F28D-050A-472A-9F36-B1CDA2796809&amp;Options=ID Text &amp;Search=annual+action+plan">https://sanleandro.legistar.com/LegislationDetail.aspx?ID=3899224&amp;GUID=6016F28D-050A-472A-9F36-B1CDA2796809&amp;Options=ID Text &amp;Search=annual+action+plan</a>

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)
2	Newspaper Ad	Minorities Non-English Speaking - Specify other language: Spanish and Chinese Persons with disabilities Non-targeted/broad community	None	None	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish and Chinese</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Homeowners' Associations</p>	None	None	N/A	<a href="https://sanleandro.legistar.com/LegislationDetail.aspx?ID=3932521&amp;GUID=173F5B94-9F3A-472B-A924-84D05B1DF0E5&amp;Options=ID Text &amp;Search=annual+action+plan">https://sanleandro.legistar.com/LegislationDetail.aspx?ID=3932521&amp;GUID=173F5B94-9F3A-472B-A924-84D05B1DF0E5&amp;Options=ID Text &amp;Search=annual+action+plan</a>

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)
4	Newspaper Ad	Minorities Non-English Speaking - Specify other language: Spanish and Chinese Persons with disabilities Non-targeted/broad community	None	None	N/A	

Table 4 – Citizen Participation Outreach



## Expected Resources

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

#### Introduction

In response to the Coronavirus Pandemic (COVID-19), the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136 was adopted and authorized on March 27, 2020. In April 2020, HUD awarded the City \$451,972 in Community Development Block Grant-Coronavirus (CDBG-CV) Round I funds to prevent, prepare for, and respond to COVID-19. In a letter dated October 22, 2020, HUD notified the City of San Leandro that it had received an additional \$768,193 in CDBG-CV Round III CARES Act funds.

In addition to prior year unused funds identified in the FY 19-20 Annual Action Plan in the amount of \$364,991 there were additional unused prior year funds that had been allocated to the ADA Transition Plan since FY 12-13 (specifically the following fiscal years: 12-13, 13-14, 14-15, 17-18, and 18-19). As of the beginning date of this Annual Action Plan Program Year (July 1, 2019) the City of San Leandro has unspent and reserved for the ADA Transition Plan \$508,840. Given the gravity of need and the ability to do so under the auspices of the CARES Act, the City plans to use a portion of these funds to address public service needs in response to COVID-19. The total amount of available prior year resources amount to \$873,831. After all of the funding recommendations for the FY 2019-2020 Annual Action Plan Substantial Amendment are adopted, there will be a total of \$476,189 unallocated.

The amount of federal CDBG entitlement funding significantly decreased during the 2010-2015 Consolidated Plan 5-Year planning period. In the 2015-2019 Consolidated 5-Year planning period, as of the 2017 program year, there had been a 5% increase since the 2015 program year. When this analysis is done over a 10-year period from the 2007 program year to the 2017 program year CDBG funds have decreased overall by 12% (note that these amounts have not been adjusted for the current year dollar value). For the HUD program years of 2018-2019 to 2019-2020 there was a year-over-year decrease of 1%. This changes the 10-year analysis (difference between what was received in FY 10-11 to date) to an overall decrease of CDBG fund to 10%.

A note on if the CDBG allocation to San Leandro is not available until after the beginning the City's Fiscal Year starting July 1, 2019. San Leandro wants to ensure that the public service providers do not have an interruption in services offered to the residents of San Leandro. According to the government-wide Uniform Administrative Requirements, Cost Principles and Audit Requirements regulation at 2 CFR § 200, contains language concerning agency approval of pre-award costs. The language at 2 CFR § 200.458 applies to any program that does not have separate provisions concerning authorization of pre-award costs:

2 CFR § 200.458. Pre-award costs are those incurred prior to the effective date of the Federal award

directly pursuant to the negotiation and in anticipation of the Federal award where such costs are necessary for efficient and timely performance of the scope of work. Such costs are allowable only to the extent that they would have been allowable if incurred after the date of the Federal award and only with written approval of the Federal awarding agency.

Additionally, San Leandro is aware of the federal regulation citing the total amount of pre-award costs paid during any program year cannot be more than 25 percent of the grant amount for that year or \$300,000, whichever is greater.

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	707,517	35,424	873,831	1,616,772	617,689	As a CDBG entitlement locality, San Leandro directly receives CDBG funds annually from the U.S. Department of Housing and Urban Development (HUD). CDBG funds can be used for a variety of housing and community development activities that benefit lower income individuals and families.
Other CDBG-CV	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,220,165	0	0	1,220,165	1,220,165	City of San Leandro allocation of CARES Act 2020 funding.  Round I: \$451,972  Round III: \$768,193

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Acquisition Admin and Planning Housing Other	0	0	0	0	0	The City of San Leandro receives HOME funds via a formula allocation through the Alameda County HOME Consortium. The HOME Program provides flexible funding to states and local governments for affordable housing programs and activities for low-income households. HOME funds can be used to acquire, rehabilitate, and construct affordable housing, as well as to provide tenant-based rental assistance or homebuyer assistance or homeowner rehabilitation for income-eligible individuals and families.

Table 5 - Expected Resources – Priority Table

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

Non-Entitlement Resources include San Leandro's Affordable Housing Trust Fund. San Leandro has in its municipal code inclusionary zoning that requires new residential development to provide a percentage of it residential units affordable to lower income households. Additionally, City is exploring the implementation of a housing impact fee that, as the economy continues to prosper, is collecting revenue to be used toward supporting affordable housing development activities. Finally, the City continues to receive loan repayments of former Redevelopment Agency Low and Moderate Housing loans. When these funds are received they are deposited into the City's Low and Moderate Housing Asset Fund for use toward similar affordable housing activities.

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

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

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

There are no identified publicly owned land located within the jurisdiction for uses to address the needs identified in the FY 19-20 Action Plan.

**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	Affordable Housing Needs Goals	2015	2019	Affordable Housing	City-Wide	Affordable Housing Needs	CDBG: \$110,000	Public service activities other than Low/Moderate Income Housing Benefit: 10 Persons Assisted Homeowner Housing Rehabilitated: 15 Household Housing Unit
2	Homelessness Needs Goals	2015	2019	Homeless	City-Wide	Administration Homeless Needs	CDBG: \$0	Homeless Person Overnight Shelter: 200 Persons Assisted Homelessness Prevention: 215 Persons Assisted Other: 0 Other
3	Supportive Housing Needs Goals	2015	2019	Non-Homeless Special Needs	City-Wide	Supportive Housing Needs	CDBG: \$0	Other: 0 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Community Development Needs Goals	2015	2019	Non-Housing Community Development	City-Wide	Community Development Needs - Economic Development Community Development Needs - Public Facilities Community Development Needs - Public Services	CDBG: \$2,109,248 CDBG: 889,083 CDBG-CV Round I: \$451,972 CDBG-CV Round III: \$768,193	Public service activities other than Low/Moderate Income Housing Benefit: 10000 Persons Assisted Other: 7 Other

Table 6 – Goals Summary

**Goal Descriptions**

1	<b>Goal Name</b>	Affordable Housing Needs Goals
	<b>Goal Description</b>	
2	<b>Goal Name</b>	Homelessness Needs Goals
	<b>Goal Description</b>	

3	<b>Goal Name</b>	Supportive Housing Needs Goals
	<b>Goal Description</b>	
4	<b>Goal Name</b>	Community Development Needs Goals
	<b>Goal Description</b>	Note that the City of San Leandro Amended the 2015-2019 Consolidated Plan with the intent to adjust the goals so that they more specifically identify the type of work funding will support. I realize that I am not able to do these edits to the 5 Year Plan document so the intended edits to the Annual Action Plan that were adopted with the adjustments to the AP-20 Goals are not available to select. I have combined into this one "Community Development Needs Goal" what was adopted by City Council: "Community Development Needs Goals - Providing Enhanced Public Services" [Corrected: \$578,413+ \$768,193 (CDBG-CV Round III allocation) = 1,478,109] and "Community Development Needs Goals-Improving Public Facilities and Infrastructure" (\$631,139) for a total goal of \$2,109,248.



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

### Introduction

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

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

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

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

#	Project Name
1	CDBG Program Administration
2	ECHO Housing - Fair Housing Program
3	Section 108 Loan Repayment
5	Single-Family Housing Rehabilitation Program
6	CALICO - San Leandro Child Abuse Intervention Project
7	Davis Street Family Resource Center's Family Support Services - Basic Needs Program
8	SOS/Meals on Wheels - Meal Delivery Service to Homebound Seniors
9	Spectrum Community Services
10	Boys and Girls Club of San Leandro Capital Improvement Project
11	San Leandro Homeless Shelter Repairs and ADA Accessibility Upgrades
12	Rental Assistance Program

Table 7 – Project Information

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

The four (4) public services agencies (CALICO, Davis Street Family Resource Center, SOS/Meals on Wheels and Spectrum Community Services) that were funded in prior years are the first of a two-year

funding cycle (including FY 2019-2021). They were selected from a pool of fifteen (15) agencies that submitted applications to the City-issued FY 2019-2021 Community Assistance Grant Program (CAP) Request for Proposals. The decision to allocate CDBG funding to these above-noted four agencies was based on a number of factors: 1) proven eligibility to receive federal CDBG funding, 2) agency's past performance met or exceeded service delivery goals and expectations, 3) public services provided by these agencies address the priority needs identified in the Human Services Gap Analysis, dated April 2017 and adopted by City Council in October 2017, 4) public services provided by these agencies meet the City's Consolidated Plan priority needs. On April 24, 2019, the City's Human Services Commission agreed with City Staff and recommended that these four agencies be funded with CDBG funds.

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

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

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

For Public Facilities improvement projects, both the total CDBG award to the City and the carryforward CDBG funds from prior years will result in one-time new allocations for two high use and important nonprofit public facilities for City residents. Staff recommends an allocation of 1) \$300,000 to the Boys' and Girls' Club's proposed major renovations to its facilities at 401 Marina Boulevard including new, modernized locker rooms, meeting spaces, and infrastructure upgrades, and 2) \$143,725 to Building Futures for Women and Children (BFWC) for ADA improvements and significant deferred maintenance to the San Leandro Homeless Shelter located at Saint Leander's Church.

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

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

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	CDBG Program Administration
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Affordable Housing Needs Goals Homelessness Needs Goals Community Development Needs Goals
	<b>Needs Addressed</b>	Affordable Housing Needs Homeless Needs Community Development Needs - Public Services Community Development Needs - Public Facilities Community Development Needs - Economic Development Administration
	<b>Funding</b>	CDBG: \$131,503
	<b>Description</b>	General administration and oversight of the CDBG Program.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	8,482 low-income clients will be assisted with CDBG-funded services. This includes 8,457 public services clients; 10 Fair Housing services clients, and 15 housing rehabilitation program clients.
	<b>Location Description</b>	Various locations throughout the City and the County.
	<b>Planned Activities</b>	The City will continue to allocate 20% of its annual CDBG entitlement funds to the administration of the City's CDBG program.
2	<b>Project Name</b>	ECHO Housing - Fair Housing Program
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Affordable Housing Needs Goals
	<b>Needs Addressed</b>	Affordable Housing Needs
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	ECHO Housing provides fair housing services to San Leandro residents to reduce housing discrimination in the City.
	<b>Target Date</b>	6/30/2020

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Ten (10) low-income households will be assisted with fair housing services.
	<b>Location Description</b>	ECHO Housing staff provides fair housing services over the phone.
	<b>Planned Activities</b>	<p>ECHO Housing Fair Housing Coordinator will:</p> <ul style="list-style-type: none"> <li>• provide services to San Leandro households inquiring about fair housing and related issues, and/or alleging housing discrimination by evaluating and investigating complaints within 24 hours, when feasible, using trained investigators. If discrimination is suspected, mediation will be offered or referrals will be made to private attorneys or government agencies if the complainant so desires.</li> <li>• conduct a systematic fair housing audit to determine fair housing compliance, analyze data, and provide follow-up and training for non-compliant property owners and/or managers.</li> <li>• conduct an annual April Fair Housing Month event and a fair housing training session for tenant and/or potential homebuyers.</li> <li>• conduct presentations on fair housing issues; distribute fliers/brochures at public locations such as libraries, churches, community groups, social service agencies, and stores; and disseminate quarterly public service announcements.</li> </ul>
<b>3</b>	<b>Project Name</b>	Section 108 Loan Repayment
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Facilities
	<b>Funding</b>	CDBG: \$187,414
	<b>Description</b>	The City submitted its HUD Section 108 Loan Guarantee Program Application for \$2.5 million which is needed to complete the construction of the City's new senior center. The City pledges futures CDBG funds to repay the \$2.5 million loan over 20 years. The City began repaying this loan in FY2010-2011.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable.
	<b>Location Description</b>	Not applicable.

	<b>Planned Activities</b>	The City will use CDBG funds to repay its \$2.5 million HUD Section 108 Loan used to complete the construction of the City's senior center. The repayment amounts are in accordance with HUD's 20-year repayment schedule.
4	<b>Project Name</b>	Single-Family Housing Rehabilitation Program
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Affordable Housing Needs Goals
	<b>Needs Addressed</b>	Affordable Housing Needs
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	The City's Single-Family Housing Rehabilitation Program will provide grants to very low- and low-income households for minor repairs to their homes.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Fifteen (15) low-income households will have minor repairs completed in their single-family or mobile homes.
	<b>Location Description</b>	The owner-occupied homes, located within the jurisdictional boundaries of San Leandro, will be identified once the applications are processed.
	<b>Planned Activities</b>	CDBG funds will be used to provide grants to 15 income-eligible (extremely low- and very low-income) households to complete repairs to their owner-occupied single-family or mobile homes. Grants may be used for minor repairs that improve health and safety, home accessibility, exterior clean up, exterior paint, and seismic strengthening.
5	<b>Project Name</b>	CALICO - San Leandro Child Abuse Intervention Project
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Services
	<b>Funding</b>	CDBG: \$22,000
	<b>Description</b>	CALICO, the Child Abuse Listening, Interviewing, and Coordination Center, provides family support services to improve mental health outcomes for San Leandro children and their families who have suffered from abuse.

	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Fifty (50) abused children and thirty-six (36) caregivers will receive critical family support services, which includes forensic interviews.
	<b>Location Description</b>	CALICO Interview Center, 524 Estudillo Avenue, San Leandro, CA 94577
	<b>Planned Activities</b>	CALICO's Family Resource Specialist (FRS), a skilled mental health clinician, will provide critical therapeutic interventions that can place 50 abused children on the path of healthy adulthoods. FRS will also provide caregivers with ongoing support that prevents that recurrence of violence and begins to foster healing for the children.
6	<b>Project Name</b>	Davis Street Family Resource Center's Family Support Services - Basic Needs Program
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Services
	<b>Funding</b>	CDBG: \$42,941
	<b>Description</b>	Comprehensive Family Resource Center provides emergency services to low-income people in San Leandro enabling them to move out of poverty and into self-sufficiency. Family Support Services program includes basic needs services, food, clothing, housing assistance, employment support, counseling case management and information and referral, free medical and dental care, and childcare.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	DSFRC will provide services to 9,000 low-income individuals and families through their Basic Needs Services Program. The program provides emergency food supplies including food bags sufficient for an entire family for 7 days. DSFRC will provide 150 clients with crisis intervention and/or short-term community counseling and/or substance abuse prevention services.
	<b>Location Description</b>	Davis Street Family Resource Center, 3081 Telegraph Street, San Leandro, CA 94577

	<b>Planned Activities</b>	Basic Needs Program will provide 9,000 San Leandro clients with emergency food supplies. Basic Needs Program clients will be screened for eligibility for other social service needs and will be referred to other social service community providers. Counseling services, including weekly individual, family and crisis intervention, and substance abuse prevention and short-term counseling will be provided to 150 clients at both family resource centers and 10 San Leandro schools.
<b>7</b>	<b>Project Name</b>	SOS/Meals on Wheels - Meal Delivery Service to Homebound Seniors
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Services
	<b>Funding</b>	CDBG: \$44,000
	<b>Description</b>	SOS/Meals on Wheels program delivers warm, nutritious meals to homebound seniors who are 60 years of age or older and unable to buy or prepare food for themselves.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	160 homebound seniors will be provided with warm, nutritious meals.
	<b>Location Description</b>	The meals will be delivered to senior citizen's homes throughout the City.
<b>Planned Activities</b>	SOS/Meals on Wheels will deliver warm, nutritious meals to 160 homebound seniors in San Leandro. Drivers will also provide health check-in visits and assist seniors with small tasks. SOS/Meals on Wheels has significantly increases their client recipients who are impacted by COVID-19, and residents of the City of San Leandro Sheltering in Place.	
<b>8</b>	<b>Project Name</b>	Spectrum Community Services
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Services
	<b>Funding</b>	CDBG: \$17,500

	<b>Description</b>	Spectrum works to support San Leandro Senior Citizens to stay healthy and independent by serving hot, nutritious meals in a supportive setting, five days a week.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	210 low-income San Leandro Senior Citizens will receive hot, nutritious meals in a supportive setting
	<b>Location Description</b>	San Leandro Senior Center, 13909 E. 14th Street, San Leandro CA 94578
	<b>Planned Activities</b>	Meals will be served to San Leandro Senior Citizens five days a week and will total 248 days during the Fiscal Year. Each day, freshly prepared, nutritious lunch-time meals will be prepared at Spectrum's central kitchen located at Josephine Lum Lodge in Hayward, CA.
9	<b>Project Name</b>	Boys and Girls Club of San Leandro Capital Improvement Project
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Facilities
	<b>Funding</b>	CDBG: \$300,000
	<b>Description</b>	Since the 1970s the Boys and Girls Club have partnered with San Leandro to operate and maintain the pool facility located at the organizations club site. The organization has provided an aquatics program at the site that is available to City residents.
	<b>Target Date</b>	12/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Boys and Girls Club of San Leandro serves approximately 900 low-income youth ages 6-14 years of age. Once renovation and the locker room is completed the organization will return to this level of service.
	<b>Location Description</b>	Boys and Girls Club of San Leandro, 401 Marina Blvd, San Leandro, CA 94577
	<b>Planned Activities</b>	Funding will be used to renovate the locker room and shower space for the pool which is serviced and maintained by San Leandro Department of Human Services and Recreation.
10	<b>Project Name</b>	San Leandro Homeless Shelter Repairs and ADA Accessibility Upgrades
	<b>Target Area</b>	City-Wide



	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Facilities
	<b>Funding</b>	CDBG: \$143,725
	<b>Description</b>	The San Leandro Shelter is a 30-bed homeless shelter. While housed at San Leandro Shelter, residents receive a range of services including meals, on-site case management, housing search assistance, individual therapy, life skills coaching, domestic violence and parenting support groups, evening children’s activities and access to health care services.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 women and children clients annually.
	<b>Location Description</b>	San Leandro Shelter, 501 Davis Street, San Leandro CA
	<b>Planned Activities</b>	The capital improvement project will improve the program’s accessibility for residents with mobility impairments, to enhance safety of the facility, to protect and extend the life of the structure and to increase the quality of life of the clients of the San Leandro Shelter. This will be accomplished by replacing the exterior ramp, stairs and entryway landing; rebuilding four bathroom shower stalls and subfloors, including ADA shower stall; and replacing the floors in the common area.
<b>11</b>	<b>Project Name</b>	Rental Assistance Program
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Community Development Needs Goals
	<b>Needs Addressed</b>	Community Development Needs - Public Services
	<b>Funding</b>	CDBG-CV Round I: \$451,972 CDBG-CV Round III: \$768,193
	<b>Description</b>	The City of San Leandro will establish a Rental Assistance Program benefiting low- and moderate- income households (CDBG definition <80% of the Area Median Income) who face eviction or financial hardship as a result of COVID-19. The goal of this program is to maintain housing stability of San Leandro residents. Current HUD guidance allows for three months of rental housing assistance of CDBG eligible recipient households.

<b>Target Date</b>	6/30/2021
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	CDBG-CV Round I: 40 households CDBG-CV Round III: 50 households
<b>Location Description</b>	Centro Legal de la Raza 3022 International Blvd., 4th Floor Oakland, CA 94601 phone: 510-437-1554
<b>Planned Activities</b>	Funding was provided to Centro Legal de la Raza, a non-profit public interest legal firm with a demonstrated experience working with low and moderate income households; evaluating financial need; and ability to connect recipients to supportive services such as case management, financial planning and coaching; and special needs housing resources and providers. Centro Legal will administer this program will be allowed to budget up to a maximum of 20% for administrative overhead for the duration of the contract.

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

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

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

### **Geographic Distribution**

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

**Table 8 - Geographic Distribution**

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

Not applicable.

### **Discussion**

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

### **Introduction**

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

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

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

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

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

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

### **Discussion**

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

### **Introduction**

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

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

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

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

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

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

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

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

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

The new Environmental Protection Agency (EPA) rule effective April 22, 2010 requires that contractors be EPA-lead certified prior to beginning work on structures built before 1978. The City, specifically its Building & Safety Services Division, requires contractors, who are working on homes built prior to 1978,

to demonstrate that they have satisfied the EPA law prior to providing them the City building permits needed.

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

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

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

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

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

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

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

The City plans to continue funding EveryOne Home's operations, and having City Housing staff assist (e.g., technical assistance) EveryOne Home's staff, Board, committees and activities as needed. As already described, the City is committed to implementing the strategies of the EveryOne Home Plan and

its objectives of ending homelessness in Alameda County by 2020.

**Discussion**

## Program Specific Requirements

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

#### Introduction

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

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

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

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

#### **Other CDBG Requirements**

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%