

Consolidated Annual Performance and Evaluation Report (CAPER)

FY 2013-2014

Lead Agency:

City of South San Francisco
Economic and Community
Development Department

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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

The 2013-2014 Consolidated Annual Performance and Evaluation Report (CAPER) describes how the City of South San Francisco addressed the City's housing, economic, and community development needs during the 2013-2014 fiscal year. Listed below is a brief overview of the City's accomplishments for the year.

Housing

City-Sponsored Housing Rehabilitation Program

Seven (7) households served

Multi-Family Rehabilitation

Rehabbed the Sundial Apartments

Minor Home Repair Programs

Center for Independence of Individuals with Disabilities (CID): The City used CDBG funds to support CID's Housing Accessibility Modification (HAM) Program which served four (4) households.

Rebuilding Together Peninsula (RTP): The City used CDBG funds to support two RTP programs: National Rebuilding Day and Safe at Home, which served 18 households in total.



Sustain Economic Activities

CDBG funds were used to support the City-sponsored Commercial Rehabilitation Program. This program issued four (4) grants that provided new awnings to eight (8) Downtown businesses.





Mom's Tofu House Awning

Public Services

<u>CDBG Funds</u>	<u>Individuals Served</u>
Bay Area Legal Aid	54
Health Mobile	135
John's Closet	125
Rape Trauma Services	108
Salvation Army	1
Sitike Counseling Center	20
Youth Service Bureau	27
Total	470

HOME Admin Funds

Project Sentinel	96
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Public Facility Improvements Projects

City-Owned Public Facilities

City Hall Tot Lot ADA Improvements: Installation of rubberized surfacing and an ADA accessible play structure.



City Hall Tot Lot ADA Improvements

Magnolia Senior Center Elevator Refurbishment Project: Refurbishment of the 25 year old elevator at the Magnolia Senior Center. The majority of the work was completed in FY 12-13 with the exception of a few items in FY 13-14.

Non Profit-Owned Public Facilities

Boys & Girls Club: Demolition and rebuild of an exterior wall and portion of the roof that had severe water damage and mold. In FY 12-13 funding was provided for the demo and mold abatement and in FY 13-14 both the City and County provided funding to rebuild the wall and roof.



Boys & Girls Club



Boys & Girls Club

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected 5 Year Strategic Plan	Actual 5 Year Strategic Plan	Percent Complete	Expected 13-14 Program Year	Actual 13-14 Program Year	Percent Complete
Increase, Maintain, & Improve Affordable Housing	Affordable Housing	CDBG: \$318,500	Rental Units Rehabilitated	Household Housing Unit	0	11	-	0	11	-
			Homeowner Housing Rehabilitated		125	29	23.2%	30	29	96.67%
			Housing for Homeless Added		0	0	0%	0	0	0%
			Housing for People with HIV/AIDS Added		0	0	0%	0	0	0%
Preserve and Improve Public Facilities	Public Facility Improvements	CDBG: \$325,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Other	5	2	40%	2	2	100%
Provide Public Services to Improve Quality of Life	Non-Housing Community Development	CDBG: \$77,898	Public Service Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5000	470	9.4%	2000	470	23.5%
			Homelessness Prevention		0	0	0%	0	0	0%
Provide Service-Enriched Homeless Shelters	Homeless	CDBG: \$0	Homeless Person Overnight Shelter	Persons Assisted	0	0	0%	0	0	0%
Sustain and/or Increase Economic Activity	Non-Housing Community Development Economic Development	CDBG: \$50,000	Facade Treatment/Business Building Rehabilitation	Businesses Assisted	5	8	160%	1	8	800%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The City's FY 13-14 Annual Action Plan identified five primary needs in the community and set goals to meet those needs. This year the City made tremendous efforts to implement activities and expend CDBG funds to meet these goals.

- **Need:** Affordable Housing
Goal: Increase, maintain, and improve the supply of affordable housing for extremely low, very low, low, and moderate income individuals and families.
Activities Implemented: The City was able to rehabilitate and maintain a total of 40 homes this year. See Section CR-20 - Affordable Housing for more information.
- **Need:** Public Facility Improvements
Goal: Preserve and improve public facilities that serve a high percentage of low income or special needs residents.
Activities Implemented: The City completed three public facility improvement projects this year. The City Hall Tot Lot which serves the City's low income Downtown Target Area, the Boys and Girls Club which serves low-income youth, and the Magnolia Senior Center which serves the City's senior residents.
- **Need:** Public Services
Goal: Provide public services to improve the quality of life for low income individuals and families, including those at risk of becoming homeless and special needs populations.
Activities Implemented: Although the City was successful in providing public services to 470 residents, the City did face some challenges in meeting its public service numeric goals. This year both the City and the County cut their funding to North Peninsula Neighborhood Services Center (NPNSC), the City's core service agency, due to the organization's lack of capacity to meet programmatic and financial standards. In prior years NPNSC served up to 2,000 people per year and the City had included NPNSC's proposed goals into its overall public service goals. This explains why the City was only able to meet 23% of its goal.
- **Need:** Economic Development
Goal: Sustain and/or increase the level of business and economic activity in areas that serve or have a high percentage of low income residents.
Activities Implemented: The City provided façade improvements to 8 businesses through its City-Sponsored Commercial Rehabilitation Program.
- **Need:** Homeless Services and Housing
Goal: Provide service enriched shelter and transitional housing for homeless families and individuals.
Activities Implemented: This year the City lacked funding for operating costs of emergency and transitional housing. However, the City made other, non-monetary efforts to improve homeless services and outreach. See Section CR-25 - Homeless and Other Special Needs for more information.

CR-10 - Racial and Ethnic Composition of Families Assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

Race:	CDBG
White	281
Black or African American	18
Asian	73
American Indian or American Native	39
Native Hawaiian or Other Pacific Islander	12
American Indian/Alaskan Native & White	0
Asian & White	4
Black/African American & White	0
American Indian/Alaskan Native & Black/African American	0
Other	43
Total	470
Ethnicity:	
Hispanic	304
Not Hispanic	166

Table 2 – Table of assistance to racial and ethnic populations by source of funds**Narrative**

Table 2 only provides racial/ethnic data for those served under the public services category; data from other categories such as housing rehabilitation is not included.

CR 15 – Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Expected Amount Available 2013-2018	Actual Amount Expended Program Year 2013
CDBG	CDBG	1,600,000	691,053
Other	HOME Administrative Funds	32,000	8,901

Table 3 – Resources Made Available

Narrative

In FY 13-14, the City received a CDBG entitlement grant of \$421,298. Combining the entitlement amount with \$71,367.56 in FY 13-14 program income and \$198,387.53 in uncommitted funds from prior years, the City spent a total of \$ 691,053.09 in CDBG funds. The City also supplemented CDBG funds by spending \$8,901 in HOME administration funds received from the San Mateo County HOME Consortium for fair housing activities. Overall the City spent \$699,954. See Table 5 and Appendix A for more information.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
SSF Downtown Tracts 6021 & 6022	25%	48%	See Below

Table 4 – Identify the geographic distribution and location of investments

Narrative

The Downtown census tracts of 6021 and 6022 are predominately low-income areas that the City has identified as a local target area. This year the City surpassed its goal and spent 48% of its total CDBG expenditures within the Downtown Target Area. Projects in this area included the Sundial Apartments Rehabilitation Project, the City-Sponsored Commercial Rehabilitation Program, and the City Hall Tot Lot ADA Improvements Project.

FY 2013-2014 Financial Summary

Program Name	Revenue Type			FY 13-14 Budget	FY 13-14 Expenses	Balance
	Prior Years Uncommitted Funds	FY 13-14 Allocation	FY 13-14 Program Income			
CDBG FUNDS						
<i>ADMINISTRATION</i>						
CDBG Administration	-	94,260.00	-	94,260.00	89,961.15	4,298.85
<i>ECONOMIC DEVELOPMENT</i>						
City-Sponsored Commercial Rehab	34,111.54	-	15,888.46	50,000.00	41,780.01	8,219.99
<i>HOUSING</i>						
CID	-	13,500.00	-	13,500.00	3,990.90	9,509.10
Rebuilding Together - NRD	-	10,000.00	-	10,000.00	10,000.00	-
Rebuilding Together - SAH	-	35,000.00	-	35,000.00	34,353.33	646.67
City-Sponsored Housing Rehab Prog	17,715.63	74,679.17	23,870.71	116,265.51	57,152.84	59,112.67
Sundial Apts Rehab Project	-	115,960.83	27,773.66	143,734.49	143,734.49	-
Subtotal	17,715.63	249,140.00	51,644.37	318,500.00	249,231.56	69,268.44
<i>PUBLIC SERVICES</i>						
Bay Area Legal Aid	-	10,000.00	-	10,000.00	10,000.00	-
Health Mobile	-	10,000.00	-	10,000.00	10,000.00	-
John's Closet	-	5,000.00	-	5,000.00	5,000.00	-
Rape Trauma Services	-	10,000.00	-	10,000.00	10,000.00	-
Salvation Army - Rental Assistance	-	24,000.00	-	24,000.00	2,770.00	21,230.00
Sitike Counseling Center	-	8,898.00	-	8,898.00	8,781.79	116.21
Youth Service Bureau	-	10,000.00	-	10,000.00	9,999.96	0.04
Subtotal	-	77,898.00	-	77,898.00	56,551.75	21,346.25
<i>PUBLIC FACILITY IMPROVEMENTS</i>						
Boys & Girls Club Rehabilitation	106,952.23	-	-	106,952.23	106,952.23	-
City Hall Tot Lot ADA Improvements	138,873.06	-	3,834.73	142,707.79	142,707.79	-
Magnolia Senior Center Elevator*	3,868.60	-	-	3,868.60	3,868.60	-
Remaining Funds Available	71,471.38	-	-	71,471.38	-	71,471.38
Subtotal	321,165.27	-	3,834.73	325,000.00	253,528.62	71,471.38
TOTAL CDBG	372,992.44	421,298.00	71,367.56	865,658.00	691,053.09	174,604.91
HOME ADMIN FUNDS						
<i>FAIR HOUSING ACTIVITIES</i>						
Project Sentinel	-	8,901.00	-	8,901.00	8,901.00	-
TOTAL FUNDS (ALL SOURCES)	372,992.44	430,199.00	71,367.56	874,559.00	699,954.09	174,604.91

Table 5 – Financial Summary

*Project was started and the majority completed in FY 12-13 however a few punch list items were completed in FY 13-14

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The non-profit organizations that received CDBG funding leveraged their CDBG grants with their own funding from foundations, state and county grants, private donors, corporations, in-kind donors, and/or fees for service. Overall the non-profits were able to leverage over \$2.9 million dollars (see below).

Agency	Total Funds	City		Other				
		CDBG	CDBG*	Federal	State	Local	Private	Other
Bay Area Legal Aid	437,565	10,000	20,000	392,565	-	-	15,000	-
Boys & Girls Club	206,952	106,952	100,000	-	-	-	-	-
CID - HAM Program	135,695	3,991	115,000	-	16,704	-	-	-
Health Mobile	10,000	10,000	-	-	-	-	-	-
John's Closet	57,460	5,000	6,050	-	-	-	13,410	33,000
MidPen Sundial Rehab	154,478	143,734	-	-	-	-	-	10,744
Project Sentinel	51,901	8,901	38,000	-	-	-	-	5,000
Rape Trauma Services	299,000	10,000	16,000	113,000	45,000	80,000	35,000	-
Rebuilding Together - NRD	806,000	10,000	96,000	-	-	-	500,000	200,000
Rebuilding Together -SAH	324,716	35,000	189,716	-	-	-	100,000	-
Salvation Army	122,250	2,770	-	-	-	-	-	119,480
Sitike Counseling Center	318,634	8,782	-	-	298,265	-	-	11,587
Youth Service Bureau	16,385	10,000	-	-	-	-	5,000	1,385
Total	2,941,036	365,130	580,766	505,565	359,969	80,000	668,410	381,196

**This amount is CDBG funding from other jurisdictions*

Table 6 - Leveraged Funds

The City also leveraged multiple City-owned properties to meet the needs of the FY 13-14 Action Plan.

- Need:** Affordable Housing
Property: Sixteen City-owned housing units are rented to low income individuals/families at affordable rates; this also includes five units that are rented to San Mateo County for the Emancipated Foster Youth Program.
- Need:** Public Services
Property: The City owns and operates the Community Learning Center, two public libraries, the Magnolia Senior Center, and two preschools, all of which provide an array of public services. Additionally, the City rents commercial space to the Sitike Counseling Center and the South San Francisco Medical Clinic both of which provide services to low income residents.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	0	0
Number of special-needs households to be provided affordable housing units	0	0
Total	0	0

Table 7 - Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	5	1
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	52	40
Number of households supported through the acquisition of existing units	0	0
Total	57	41

Table 8 - Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

This year the City provided rental assistance to one household through the Salvation Army's Rental Assistance Program and served 40 households through the following housing rehabilitation programs/projects: Center for Independence of Individuals with Disabilities (CID) Housing Accessibility Modification (HAM) Program, City-Sponsored Housing Rehabilitation Program, Rebuilding Together Peninsula's (RTP) National Rebuilding Day and Safe at Home Programs, and the Sundial Apartments Rehabilitation Project.

Salvation Army – Rental Assistance Program

The Salvation Army was able to provide rental assistance to one elderly resident. The Salvation Army reported challenges working with the landlord/apartment managers along with finding clients that meet program requirements. The program was intended for non-recurring emergency situations (e.g. unexpected medical or auto expenses) and the applicants had to demonstrate that they could pay rent in future months. Additionally, the grant was allocated mid-year, so the Salvation Army only had six months to implement the program. The Salvation Army had a remaining grant balance of \$21,230 which has been recaptured.

CID - HAM Program

CID was able to provide accessibility modifications to four (4) low-income households however the organization only met 20% of its proposed goals. This year, CID faced a number of challenges in meeting its goals. CID explained that the biggest cause for the unmet goals is the increasing reluctance of consumers to answer in depth questions, especially in the area of income verification. Additionally, CID relocated its headquarters this year and had staff turnover in two HAM program positions. CID had a remaining grant balance of \$9,509.10 which has been recaptured.

City-Sponsored Rehabilitation Program

This year the City was able to issue four (4) debris box vouchers and three (3) home repair vouchers, all of which were used to repair broken or blocked sewer lines, to serve a total of seven (7) households. This year staff sent out ten (10) loan applications however only two completed loan applications were received and both homeowners ended up not qualifying for the program.

RTP - National Rebuilding Day

National Rebuilding Day is completed annually in April where approximately 3,000 volunteers give their time and skills to help neighbors live more independently in safer, cleaner, and healthier environments. Rebuilding Together met its goals and served three (3) South San Francisco households as part of National Rebuilding Day.

RTP – Safe at Home Program

RTP met its goal and completed free minor home repairs for 15 households, including repairs at several mobile homes at the Treasure Island Mobile Home Park. The program primarily served seniors who could not afford to take care of essential repairs on a fixed income. This year RTP's projects were more extensive and required more labor and materials than in previous years. Due to these larger project scopes, RTP had expended all of its grant funding by the third quarter and therefore requested a grant increase. The City gave RTP a grant increase of \$15,000.

Sundial Apartments Rehabilitation

The City provided CDBG funding to rehabilitate the Sundial Apartments, eleven (11) studio apartments located in the City's Downtown that are restricted to tenants with incomes at or below 80% of Area Median Income. The project consisted of new exterior paint, signage, stoves, electrical panels, an energy efficient water heater, energy efficient lighting, flooring, and concrete at the trash enclosure. The project enhances the streetscape and commercial district, as well as provides an improved place to live for the residents

Discuss how these outcomes will impact future annual action plans.

All of the City's housing rehabilitation activities met or exceeded their proposed goals with exception of CID's HAM Program. In recent years CID has been unable to meet performance goals and expend its full grant amount. The City has noted that continued staff turnover and relocating their offices have attributed to the program's performance issues. Although CID's underperformance is an issue and could impact future annual action plans, CID does provide a much needed service to the community that is hard to replicate. CID provides an occupational therapist that assesses the accessibility of each client's home and provides an accessibility modification plan tailored to each client's needs. Due to the unique service CID provides, the City, in collaboration with the other jurisdictions, will continue to provide training and guidance to CID staff, help CID staff identify new outreach opportunities and areas of improvement, and monitor CID on a regular basis until the organization is performing at an adequate level.

Additionally, the Salvation Army did not meet its goal of providing rental assistance to 5 households however this was a one-time program and this result will not impact future annual action plans.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	23	0
Low-income	10	0
Moderate-income	8	0
Total	41	0

Table 9 – Number of Persons Served

Narrative Information

All households served met the CDBG income requirements of either being extremely low income (30% or less of AMI*), low income (31-50% of AMI*), or moderate income (51-80% of AMI*). Additionally, 56% of the households served were considered extremely low income.

Note the City does not have any accomplishments to report under the HOME column as the City does not receive HOME funds directly from HUD. The City of South San Francisco is part of the San Mateo County HOME Consortium and therefore all HOME related accomplishments are reported by the County.

**AMI = Area Median Income*

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

This year a multi-disciplinary, bilingual, Homeless Outreach Team (HOT) Program was created in South San Francisco. The HOT Program has a full-time case manager that works, in collaboration with the City's police, to identify and serve the most difficult, long-term homeless individuals by placing them in emergency shelters and connecting them with County medical and rehabilitation services. So far the HOT Program has been very successful and has already provided many HOT clients with needed medical care and identification cards, signed HOT clients up for assistance programs such as Supplement Security Income (SSI), and placed HOT clients into emergency shelters or other housing programs such as the Veterans Affairs (VA) Housing Vouchers.

Additionally, on a monthly basis the HOT Program holds a Case Managers Meeting that brings together homeless providers, other social service providers, County staff, City staff, City Police, and the HOT case manager to discuss current issues with HOT clients and to identify potential solutions. Additionally, there is a HOT Steering Committee comprised of elected officials, program managers, and City staff who work to make larger program-wide and policy level changes to improve the homeless outreach, services, and prevention efforts in South San Francisco and County-wide.

Addressing the emergency shelter and transitional housing needs of homeless persons

Due to the CDBG spending limitations on public service activities, the City has very few funds to support public services which include the operating costs of the shelters. This year the City was unable to allocate CDBG funding to an emergency and/or transitional shelter. However, the City was able to make non-monetary efforts to address the emergency shelter and transitional housing needs of homeless persons by continuing to actively participate in the San Mateo County Continuum of Care (CoC), the county-wide planning body that coordinates housing and services funding for homeless families and individuals. Currently, City staff sits on the CoC Steering Committee and Project Performance Subcommittee. This year the CoC focused on creating ways to better evaluate and improve the effectiveness of the County's homeless programs. In FY 13-14 the CoC adopted a set of performance standards and is in the process of developing policies and procedures for performance monitoring. The standards that were approved are:

1. Percentage of exits to permanent housing;
2. Housing retention rate;
3. Participants obtaining employment income during program participation;
4. Participants increasing total income during program participation;
5. Program occupancy levels;
6. CoC/Emergency Solutions Grant (ESG) grant spending rates; and
7. Homeless Management Information System (HMIS) data quality.

These performance measures will allow the CoC to identify areas of improvement and better address the needs of homeless persons.

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

As mentioned above, this year the City was unable to provide funding for the operating costs of the shelters. However, the City has made other efforts to help homeless persons transition into permanent housing. First, the City's HOT Program has already successfully placed some clients into permanent housing which is a huge success given the HOT clients are the most difficult to serve of the homeless population.

Second, the City actively participated in the San Mateo County Continuum of Care (CoC) Steering Committee which developed system-wide quantitative objectives this year that focus on prevention and rapidly rehousing the homeless. Measures of success are analyzed quantitatively by the following results:

1. Reductions in total numbers of homeless people (including specific goals for reducing chronic, veterans, and family homelessness);
2. Reductions in the number of new entries into homelessness;
3. Reductions in the rate of returns to homelessness; and
4. Reductions in the length of time people are homeless.

Further, there are a wide variety of services that helped homeless persons (shown below by type of homeless) transition into permanent housing within the County:

Families with Children - San Mateo County Human Services Agency operates a motel voucher program for homeless families and InnVision Shelter Network operates a wide range of emergency and transitional housing programs for families.

Veterans - There are dedicated beds for Veterans at the Maple Street Shelter and Haven Family House. In addition, the Housing Authority operates the Veterans Affairs Supportive Housing (VASH) permanent housing voucher program.

Youth - The San Mateo County Mental Health Association (MHA) operates the Support and Advocacy for Youth in Transition (SAYAT) Program, which provides case management and housing search/stabilization services to homeless youth.

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

In order to help individuals and families at risk of homelessness, the City's goal is to fund and support nonprofits that provide basic supportive services such as health services, clothing, and legal services. These services address basic needs and foster stabilization. For example, this year the City allocated CDBG funding to John's Closet, which provided new clothing to low income children, and to the Salvation Army's Rental Assistance Program, which provided emergency rental assistance. Also, City-sponsored programs that are not funded with CDBG help low income families and individuals. For example, the City has an adult literacy program (Project Read), the Community Learning Center, subsidized child care and after school programs, and adult day care programs for seniors. Project Read and the Community Learning Center programs provide residents with basic skills, such as learning English and how to read and write and the child care and adult day care programs help low income families care for their children and elderly family members.

Additionally, the City rented out five (5) City-owned affordable housing units to the County for their Emancipated Foster Youth Program. In addition to the housing provided by the City, the County also provides case management for all of the foster youth in the program. This provided housing for 10 individuals and helped prevent them from becoming homeless.

Although the City was successful in providing social services and housing assistance for those at risk of homelessness, the City did face some challenges. This year both the City and the County cut their funding to North Peninsula Neighborhood Services Center (NPNSC), the City's core service agency, due to the organization's lack of capacity to meet programmatic and accounting standards. This significant loss in funding eventually led to NPNSC's closing. Although the City lost its core service agency, the County Human Services Agency (HSA) was able to fill this safety net service gap in the interim and found a new core service agency, the YMCA Community Resource Center, which began operating in July 2014.

CR-30 - Public Housing 91.220(h); 91.320(j)**Actions taken to address the needs of public housing**

The South San Francisco Public Housing Authority (SSFPHA) operates as a separate entity and submits its own action plans and performance reports to HUD separately from the City of South San Francisco. The SSFPHA manages 80 units of affordable public housing. Information about the needs and strategy of the SSFPHA can be found in the SSFPHA's Annual Plan.

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

Not applicable

Actions taken to provide assistance to troubled PHAs

Not applicable

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

The City took the following actions to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing:

- The City's municipal code, SSFMC section 20.390, provides incentives to developers for the production of housing that is affordable to lower and moderate-income residents.
- The City continued to implement the City's Inclusionary Housing Ordinance which requires all new residential development to provide a range of housing opportunities for all identifiable economic segments of the population, including households of low- and moderate-income. South San Francisco has one of the higher requirements in San Mateo County, with a minimum of 20 percent of all approved, owner-occupied, residential development consisting of four or more units to be restricted to and affordable to low- and moderate-income households. The City also continued to support its existing Below Market Rate (BMR) units.
- The City's General Plan, and specifically the Housing Element, includes policies that support the development of affordable housing.
- The City is currently participating in a grand nexus study with other cities in San Mateo County to explore the option of adopting a commercial linkage fee that would go towards the establishment of an affordable housing fund.
- The City continued to support the rehabilitation of existing housing stock by using CDBG funding to support home repair programs, including the Center of Independence of Individuals with Disabilities' (CID) Housing Accessibility Modification Program, Rebuilding Together Peninsula, and the City-Sponsored Housing Rehabilitation Program.
- The City continued to participate in 21 Elements, a Countywide Housing Element Update collaboration project
- The City continued to cooperate with other governmental agencies and take an active interest in seeking solutions to area-wide housing problems.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The main obstacle the City faces in meeting underserved needs is a lack of funding. With the loss of RDA funds and declining CDBG entitlements, the City has limited capabilities in meeting the needs of the community. Additionally, many local service providers are also experiencing declines in both private and public funding, which further hinder their capability to meet needs. The City plans to address this obstacle by continuing to look for new funding sources and find creative ways to leverage and utilize existing funding. Additionally, the City will encourage collaboration amongst itself, other jurisdictions, and non-profits.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The City continued to incorporate lead testing and clearances for all rehabilitation projects it sponsors in order to ensure that all federal lead safe practices are met. The City also made lead-based paint information available to local non-profit agencies and to homeowners and renters in the City. Additionally, the City continued to have lead-based paint information on its website.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City of South San Francisco used a multi-faceted approach to reducing poverty in the community:

Public Services

First, the City funds and/or supports a variety of non-profit organizations that provide housing assistance, food, child care, clothing, health services, and other emergency services to low income residents. The City also promotes communication and collaboration among the nonprofits to avoid duplication of efforts and to be able to provide more comprehensive, "wrap around" services for low income residents. Additionally, the City has in-house programs that also help residents improve their economic opportunities. For example, the City's Community Learning Center offers classes in English, computers, native language literacy, job training, and citizenship along with providing activities for children.

Housing

Safe and affordable housing is an essential component in the efforts to reduce poverty. With the loss of RDA funding, the City was unable to contribute to the development of new affordable housing however the City did make efforts to maintain the existing supply of affordable housing by funding multiple home rehabilitation activities (See Section CR-20 - Affordable Housing). The City also continued to operate its 16 affordable housing units and oversee the Below Market Rate (BMR) Program. Finally, this year City staff mailed and/or emailed 101 affordable housing resources packets in addition to fielding numerous phone calls and in-person inquiries regarding information on affordable housing. These resource packets along with the City's website are updated on a regular basis with affordable housing information.

Economic Development

The City also takes on various economic development efforts to attract and retain businesses which in turn create jobs in South San Francisco. The City operates the Business Cooperation Program (BCP) which seeks to lower the cost of doing business in the City. The BCP implements the City's Business Attraction and Retention objectives by offering assistance to companies through the Private Assessment Clean Energy (PACE) program, the Employment Training Panel (ETP) assistance, and the Governor's Office of Business and Economic Development (Go-Biz) financial programs.

The City also partnered with Skyline College's Bay Area Entrepreneur Center (BAEC) which is a business incubator/accelerator and resource center for start-up companies and early stage companies. Additionally, the BAEC offers classes, workshops, one-on-one technical assistance, and other support services to increase the likelihood of business success.

Finally, the City's Commercial Rehabilitation Program provided façade improvement grants/loans to Downtown businesses to improve the appearance in the historic Downtown. These improvements are aimed to help the Downtown increase sales, stabilize businesses, retain jobs, and reduce vacancies. For the next fiscal year this program will be funded with the City's General Fund rather than CDBG funds to allow for both interior and exterior business improvements.

The City is continually working to help reduce the number of families living in poverty however there are significant challenges to accomplishing this long-term goal. The biggest barrier to reducing poverty is the lack of adequate state, county, and federal funds for social services and affordable housing. For example, CDBG funding for public services is limited to 15% of the City's entitlement amount. With that said the City continues to strive for efforts that creatively and efficiently work within these constraints.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City made the following efforts to improve and/or develop institutional structure:

- Continued to work with other local jurisdictions as part of the CDBG "Work Group" to increase collaboration and standardize and automate administrative and monitoring processes. For example, this year the CDBG Work Group moved the environmental review and project approval process for minor home repair programs into an online format.
- Continued to serve on the Continuum of Care (CoC) Steering Committee and be involved in all CoC decision-making. The CoC Steering Committee is the organized group that guides the implementation of San Mateo County's homeless services system. The CoC undertakes a wide range of efforts to meet the needs of homeless persons and those at risk of homelessness.
- The City continued to participate in 21 Elements, a Countywide Housing Element Update collaboration project.
- Continued to participate in the San Mateo County HOME Consortium and to serve on the San Mateo County Housing & Community Development Committee (HCDC).
- Continued to work with the Homeless Outreach Team. This includes the City's participation in the HOT's Case Manager meetings and Steering Committee.
- Continued using City Data Services, an online grant management system, in conjunction with the County of San Mateo and other entitlement cities to increase efficiency, consistency, and timeliness of reporting and invoicing for CDBG subrecipients.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City took the following actions to enhance coordination between public and private housing and social service agencies:

- Continued to collaborate with the County of San Mateo, private housing developers, lenders, and non-profit housing developers in order to create more affordable housing.
- Encouraged collaboration and cooperation among local service providers.
- Continued to participate in the CoC Steering Committee which brings together all the homeless service providers throughout the County.

- Continued to work with the Homeless Outreach Team which brings together the HOT case manager, City police and staff, homeless providers, and other social service providers.
- Continued to fund non-profit agencies serving low-income residents.
- Continued to build and improve relationships with local service providers.
- Worked with Rebuilding Together Peninsula and CID to coordinate housing repair and rehabilitation needs throughout the community.
- Provided event space and staffed a housing resource fair which was put on by the Housing Leadership Council during Affordable Housing Week (May 2014). The fair featured exhibitors and presentations on a wide-range of available products, services, and programs targeted for homebuyers, renters, seniors, and homeowners.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

This year the City supported Project Sentinel, a fair housing provider, which successfully investigated and conciliated one reasonable accommodation case (benefiting two individuals) and is in the process of investigating three other reasonable accommodations for one disabled tenant and two familial status discrimination cases. Project Sentinel also conducted three fair housing audits (i.e. fair housing tests), participated in five outreach events, and provided consultations and referrals to 73 South San Francisco residents.

Additionally in FY 12-13, the City adopted an updated Analysis of Impediments (AI) to Fair Housing Choice which identifies private and public sector impediments to fair housing. Below are the impediments identified in the AI and the actions the City took to address each impediment.

Private Sector Impediments & Actions

Impediment 1: Discriminatory terms, conditions, privileges, or services and facilities in the rental markets

The City continued to support testing and enforcement activities, efforts to educate landlords and property management companies about fair housing law, and efforts to educate housing consumers in fair housing rights.

Impediment 2: Discriminatory refusal to rent or negotiate for rental

The City continued to support testing and enforcement activities, efforts to educate landlords and property management companies about fair housing law, and efforts to educate housing consumers in fair housing rights.

Impediment 3: Failure to make reasonable accommodation or modification

The City continued to support testing and enforcement activities, investigations into actual cases, and efforts to educate housing providers about requirements for reasonable accommodation or modification.

Impediment 4: Discriminatory patterns in predatory lending

The City continued to support efforts by outside groups to educate buyers through credit counseling and home purchase training.

Impediment 5: Unequal distribution of small business loans

The City of South San Francisco does not have the capacity or resources to monitor or enforce equal distribution of small business loans however should an opportunity become available to do so, the City would consider it.

Public Sector Impediments & Actions

Impediment 1: Lack of 2012 HUD funding for Project Sentinel

Project Sentinel was able to identify and evaluate the causes of denial of HUD funding in 2012.

Impediment 2: Ineffective fair housing outreach and education efforts by Project Sentinel

The City, along with the County and other entitlement jurisdictions, conducted an on-site monitoring visit of Project Sentinel's fair housing cases, audits, outreach, and education efforts and identified improvements to make them more effective.

Impediment 3: Failure to adequately document fair housing activities done by Project Sentinel

The City revised Project Sentinel's reporting requirements to improve the effectiveness of Project Sentinel's outreach and documentation. These reporting changes included requiring Project Sentinel to hold at least one outreach in South San Francisco each year and required more detailed information on cases, audits, and consultations.

CR-40 - Monitoring 91.220 and 91.230

Description of the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City uses the Consolidated Subrecipient Monitoring Plan (“Monitoring Plan”) that was developed by the entitlement jurisdictions in San Mateo County to review performance over a period of time and to evaluate compliance of non-profit subrecipients funded with CDBG funding. The Monitoring Plan specifies the criteria the City uses to determine potential areas and levels of risk, which include quarterly desk reviews, new subrecipients or organizational change, cumulative grant award amount, administrative history, program performance, and financial capacity. On a quarterly basis, the City conducts a limited review of all subrecipients, which includes reviewing quarterly performance reports and expense summaries that are submitted by the subrecipients. These quarterly performance reports update staff as to whether the non-profit is meeting its annual objectives and the status of the program. Additionally, the City will conduct on-site monitoring reviews of those subrecipients the City determines to have potential risks and/or have not been monitored in recent years. The on-site monitoring consists of a programmatic and fiscal review of files, a tour of the program facilities (as appropriate), an explanation of the services provided, discussions with program and administrative staff, and introduction to one or more actual beneficiaries (if possible). Also the City conducts in-depth reviews, if needed, which typically consist of a concentrated review of a known high-risk area or critical function.

This year the City conducted on-site monitoring reviews of Project Sentinel, Rebuilding Together Peninsula, Sitike Counseling Center, and the Youth Service Bureau. Prior to the on-site visits, staff reviewed the subrecipients’ quarterly/annual reports, current budget, requests for payment, fiscal policies & procedures, audit, financial statements, personnel policies, and profit & loss statements. This review covered the non-profits’ ability to manage the organization in relation to finances, grant compliance, and program performance. Once on-site, staff conducted interviews of key program staff, reviewed program/client files, and asked any follow up questions that may have arisen from the pre-visit document review.

The City Council also reviewed the City’s Annual Action Plan and the previous year’s CAPER to ensure that the City applied its resources to meet community goals.

Citizen Participation Plan 91.105(d); 91.115(d)

Description of the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Public Notification Effort

A notice announcing the 15 day public comment period and a public hearing for the CAPER was published in the *San Mateo County Times* on September 8, 2014 and a public hearing was held on September 24, 2014. All notices informed citizens about the purpose of the CAPER and invited them to review the document and to either submit comments or provide them at the public hearing. All notices included the phone number and address of the ECD office in order to address any community inquiries. This notification was written in English and Spanish in an effort to reach the City’s Spanish language community. Draft copies of this report were made available at all public libraries, at the City’s Department of Economic and Community Development, and on the City’s website. Additionally, an email notification was sent out to local non-profits and CDBG subrecipients and a notice was posted on the ECD Facebook page. See Appendix B.

Summary of Citizen Comments – No comments were received.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City did not experience any changes in its program objectives this year. All of this year's CDBG activities addressed one of the objectives that were identified in the FY 13-14 Action Plan. Each year the City conducts a needs assessment and reviews the prior year performance of each CDBG activity before it allocates funding. This is to ensure that CDBG funding is being used to meet the City's objectives for the year. Additionally, each Annual Action Plan is tailored to address both the long-term and more immediate needs of the City. For example, in FY 13-14 the City focused on ADA improvements at public facilities however in the upcoming year the City is shifting its priorities to improving the Downtown with public right of way improvement projects instead as there is a greater need to revitalize the Downtown.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

Appendix A – PR 26 CDBG Financial Summary Report



Office of Community Planning and Development
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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	508,942.33
02 ENTITLEMENT GRANT	421,298.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	65,697.45
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 RETURNS	499.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	5,670.11
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,002,106.89

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	601,091.94
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	601,091.94
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	89,961.15
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	691,053.09
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	311,053.80

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	143,734.49
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	457,357.45
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	(1,248.18)
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	599,843.76
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	99.79%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	56,551.75
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	56,551.75
32 ENTITLEMENT GRANT	421,298.00
33 PRIOR YEAR PROGRAM INCOME	122,623.52
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	(1,999.53)
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	541,921.99
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	10.44%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	89,961.15
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	89,961.15
42 ENTITLEMENT GRANT	421,298.00
43 CURRENT YEAR PROGRAM INCOME	65,697.45
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	5,670.11
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	492,665.56
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	18.26%

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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Plan Year	IDIS Project	IDIS Activity	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	4	440	MidPen Sundial Apartments Rehabilitation	14B	LMH	\$143,734.49
Total						\$143,734.49

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2012	16	422	5691480	Magnolia Senior Center - Elevator Refurbishment	03	LMA	\$3,868.60
2013	1	436	5713036	Rebuilding Together - National Rebuilding Day	14A	LMH	\$10,000.00
2013	1	437	5619393	Rebuilding Together - Safe at Home	14A	LMH	\$6,306.42
2013	1	437	5653004	Rebuilding Together - Safe at Home	14A	LMH	\$8,651.19
2013	1	437	5691480	Rebuilding Together - Safe at Home	14A	LMH	\$5,042.39
2013	1	437	5713066	Rebuilding Together - Safe at Home	14A	LMH	\$14,353.33
2013	2	426	5619393	Bay Area Legal Aid	05G	LMC	\$2,763.74
2013	2	426	5653576	Bay Area Legal Aid	05G	LMC	\$3,532.01
2013	2	426	5699505	Bay Area Legal Aid	05G	LMC	\$3,704.25
2013	2	427	5713066	Health Mobile	05M	LMC	\$10,000.00
2013	2	428	5686185	John's Closet	05D	LMC	\$5,000.00
2013	2	429	5713066	The Salvation Army - Rental Assistance Program	05Q	LMC	\$2,770.00
2013	2	430	5619393	Rape Trauma Services Center	05O	LMA	\$3,348.42
2013	2	430	5653576	Rape Trauma Services Center	05O	LMC	\$2,365.65
2013	2	430	5686185	Rape Trauma Services Center	05O	LMC	\$4,285.93
2013	2	431	5619393	Sitike Counseling Center	05F	LMC	\$2,151.74
2013	2	431	5653576	Sitike Counseling Center	05F	LMC	\$1,287.57
2013	2	431	5686185	Sitike Counseling Center	05F	LMC	\$1,443.64
2013	2	431	5713066	Sitike Counseling Center	05F	LMC	\$3,898.84
2013	2	432	5619393	Youth Service Bureau	05O	LMC	\$3,234.40
2013	2	432	5653576	Youth Service Bureau	05O	LMC	\$3,335.69
2013	2	432	5686185	Youth Service Bureau	05O	LMC	\$3,409.87
2013	2	432	5719002	Youth Service Bureau	05O	LMC	\$20.00
2013	3	438	5653004	CID - Housing Accessibility Modification (HAM) Program	14A	LMH	\$3,786.81
2013	3	438	5713066	CID - Housing Accessibility Modification (HAM) Program	14A	LMH	\$204.09
2013	4	434	5630148	City-Sponsored Housing Rehabilitation Program	14A	LMH	\$20,304.63
2013	4	434	5653004	City-Sponsored Housing Rehabilitation Program	14A	LMH	\$10,826.57
2013	4	434	5661705	City-Sponsored Housing Rehabilitation Program	14A	LMH	\$3,935.73
2013	4	434	5686185	City-Sponsored Housing Rehabilitation Program	14A	LMH	\$11,507.53
2013	4	434	5691489	City-Sponsored Housing Rehabilitation Program	14A	LMH	\$939.76
2013	4	434	5699505	City-Sponsored Housing Rehabilitation Program	14A	LMH	\$4,701.03
2013	4	434	5713174	City-Sponsored Housing Rehabilitation Program	14A	LMH	\$4,937.59
2013	5	439	5619393	Boys & Girls Club Rehabilitation - Phase III	03E	LMA	\$103,768.03
2013	5	439	5630148	Boys & Girls Club Rehabilitation - Phase III	03E	LMA	\$1,077.32
2013	5	439	5653004	Boys & Girls Club Rehabilitation - Phase III	03E	LMA	\$914.23
2013	5	439	5661705	Boys & Girls Club Rehabilitation - Phase III	03E	LMA	\$1,035.36
2013	5	439	5686185	Boys & Girls Club Rehabilitation - Phase III	03E	LMA	\$157.29
2013	5	441	5661705	City Hall Tot Lot - ADA Improvements	03F	LMA	\$1,609.48
2013	5	441	5686185	City Hall Tot Lot - ADA Improvements	03F	LMA	\$844.48
2013	5	441	5699505	City Hall Tot Lot - ADA Improvements	03F	LMA	\$133,999.35
2013	5	441	5713066	City Hall Tot Lot - ADA Improvements	03F	LMA	\$46.48
2013	5	441	5728457	City Hall Tot Lot - ADA Improvements	03F	LMA	\$6,208.00
2013	7	435	5630148	City-Sponsored Commercial Rehabilitation Program	14E	LMA	\$6,351.69
2013	7	435	5653004	City-Sponsored Commercial Rehabilitation Program	14E	LMA	\$3,457.18

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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	7	435	5661705	City-Sponsored Commercial Rehabilitation Program	14E	LMA	\$4,073.00
2013	7	435	5686185	City-Sponsored Commercial Rehabilitation Program	14E	LMA	\$7,342.49
2013	7	435	5691480	City-Sponsored Commercial Rehabilitation Program	14E	LMA	\$1,434.59
2013	7	435	5699505	City-Sponsored Commercial Rehabilitation Program	14E	LMA	\$3,232.60
2013	7	435	5728457	City-Sponsored Commercial Rehabilitation Program	14E	LMA	\$15,888.46
Total							\$457,357.45

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	2	426	5619393	Bay Area Legal Aid	05G	LMC	\$2,763.74
2013	2	426	5653576	Bay Area Legal Aid	05G	LMC	\$3,532.01
2013	2	426	5699505	Bay Area Legal Aid	05G	LMC	\$3,704.25
2013	2	427	5713066	Health Mobile	05M	LMC	\$10,000.00
2013	2	428	5686185	John's Closet	05D	LMC	\$5,000.00
2013	2	429	5713066	The Salvation Army - Rental Assistance Program	05Q	LMC	\$2,770.00
2013	2	430	5619393	Rape Trauma Services Center	05O	LMC	\$3,348.42
2013	2	430	5653576	Rape Trauma Services Center	05O	LMC	\$2,365.65
2013	2	430	5686185	Rape Trauma Services Center	05O	LMC	\$4,285.93
2013	2	431	5619393	Sitike Counseling Center	05F	LMC	\$2,151.74
2013	2	431	5653576	Sitike Counseling Center	05F	LMC	\$1,287.57
2013	2	431	5686185	Sitike Counseling Center	05F	LMC	\$1,443.64
2013	2	431	5713066	Sitike Counseling Center	05F	LMC	\$3,898.84
2013	2	432	5619393	Youth Service Bureau	05O	LMC	\$3,234.40
2013	2	432	5653576	Youth Service Bureau	05O	LMC	\$3,335.69
2013	2	432	5686185	Youth Service Bureau	05O	LMC	\$3,409.87
2013	2	432	5719002	Youth Service Bureau	05O	LMC	\$20.00
Total							\$56,551.75

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	6	433	5630148	CDBG Administration	21A		\$25,252.93
2013	6	433	5653004	CDBG Administration	21A		\$18,193.80
2013	6	433	5661705	CDBG Administration	21A		\$10,597.14
2013	6	433	5686185	CDBG Administration	21A		\$14,643.98
2013	6	433	5691480	CDBG Administration	21A		\$2,584.49
2013	6	433	5699505	CDBG Administration	21A		\$7,847.32
2013	6	433	5713066	CDBG Administration	21A		\$10,841.49
Total							\$89,961.15

Appendix B – Public Notification Efforts

San Mateo County Times

c/o Bay Area News Group
 1730 S. El Camino Real, Suite 450
 San Mateo, CA 94402
 Legal Advertising
 (408) 920-5332

CALIF. NEWSPAPER SVC.
 BILLING DEPT., PO BOX 60460
 LOS ANGELES CA 90060

PROOF OF PUBLICATION

FILE NO. 2663127

In the matter of

San Mateo County Times

The undersigned deposes that he/she is the Public Notice Advertising Clerk of the SAN MATEO COUNTY TIMES, a newspaper of general circulation as defined by Government Code Section 6000, adjudicated as such by the Superior Court of the State of California, County of San Mateo (Order Nos. 55795 on September 21, 1951), which is published and circulated in said county and state daily (Sunday excepted).

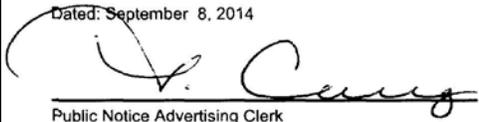
The PUBLIC NOTICE

was published in every issue of the SAN MATEO COUNTY TIMES on the following date(s):

9/8/2014

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated: September 8, 2014


 Public Notice Advertising Clerk

Legal No. 0005285879

NOTICE OF PUBLIC HEARING AND AVAILABILITY OF 2013-14 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT

CITY OF SOUTH SAN FRANCISCO COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Wednesday, September 24, 2014 at 7:00 p.m.
 City Council Chambers
 33 Arroyo Drive
 The City of South San Francisco is holding a public hearing regarding its Consolidated Annual Performance and Evaluation Report (CAPER) for the 2013-2014 Community Development Block Grant (CDBG) Program. The CAPER is a year-end programmatic and financial report summarizing all CDBG activities. A fifteen (15) day public comment period for the CAPER begins on September 8, 2014 and copies of the CAPER are available at the Department of Economic and Community Development, all City libraries, and on the city's website w.ww.ssf.net.

Written comments regarding the City's CAPER can be sent to the City of South San Francisco, Department of Economic and Community Development, PO Box 711, South San Francisco, CA 94063-0711 and must be received by September 24, 2014. Further information can be obtained by contacting (650) 829-6620. Translation services can be made available for non-English speakers and hearing impaired by contacting the number above by September 19, 2014.

AVISO DE AUDIENCIA PÚBLICA Y DISPONIBILIDAD DEL INFORME CONSOLIDADO, EVALUACIÓN Y CUMPLIMIENTO PARA EL AÑO FISCAL 2013-14 LA CIUDAD DE SOUTH SAN FRANCISCO EL PROGRAMA DE DESARROLLO Y ASISTENCIA COMUNITARIO

mércoles, 24 de septiembre, 2014 a las 7:00 p.m.
 33 Arroyo Drive
 Si necesita servicios de traducción en la audiencia pública, favor de llamar nuestra oficina (650-829-6620) entre 8 de la mañana y 5 de la tarde antes del 19 de septiembre.

9/8/14
 CNS-2663127#
 SAN MATEO COUNTY TIMES
 SMCT 5285879
 Sept. 8, 2014



Appendix B – Public Notification Efforts



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CDBG Programs / Projects

CDBG Plans & Reports

CDBG Notices

Community Development Block Grant (CDBG)

CDBG PROGRAM

The U.S. Department of Housing and Urban Development (HUD) requires the City of South San Francisco to prepare a [Five Year Consolidated Plan](#) (Con Plan) and subsequent One-Year Action Plans (Action Plans) in order to receive federal Community Development Block Grant (CDBG) funds. The City's current [Con Plan](#) covers fiscal years 2013-2014 to 2017-2018 and the City's 2013-2014 Action Plan is incorporated into the Con Plan. HUD Programs have three basic goals to assist extremely low, very-low, and low income persons by:

1. Providing decent and affordable housing;
2. Providing a suitable living environment; and
3. Expanding economic opportunities

The City's Con Plan furthers these goals by assessing the housing and community development needs and resources of the City and outlines a strategy on how it plans to address those needs.

[2014 HUD Income Limits](#)

FY 14-15 ACTION PLAN

[FY 14-15 CDBG Action Plan](#)

[FY 14-15 Funding Allocations](#)

CONTACT
(650) 829-6620

MORE INFO

[CDBG Programs/Projects](#)

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2013-2014 CAPER

NOTICE OF PUBLIC HEARING AND AVAILABILITY OF THE 2013-14 CAPER

Wednesday, September 24, 2014 at 7:00 p.m.
 City Council Chambers
 33 Arroyo Drive

The City of South San Francisco is holding a public hearing regarding its [Consolidated Annual Performance and Evaluation Report \(CAPER\)](#) for the 2013-2014 Community Development Block Grant (CDBG) Program. The [CAPER](#) is a year-end programmatic and financial report summarizing all CDBG activities. A fifteen (15) day public comment period for the CAPER begins on September 8, 2014 and copies of the [CAPER](#) are available at the Department of Economic and Community Development, all City libraries, and [here](#).

Comments regarding the City's CAPER can be emailed to alin.lancaster@ssf.net or sent to

City of South San Francisco
 Department of Economic and Community Development
 PO Box 711
 South San Francisco, CA 94083-0711

Comments must be received by September 24, 2014. Further information can be obtained by contacting (650) 829-6620. Translation services can be made available for non-English speakers and hearing impaired by contacting the number above by September 19, 2014.

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Appendix B – Public Notification Efforts



SOUTH SAN FRANCISCO

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- CDBG Programs / Projects
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- CDBG Notices

CDBG Notices

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CDBG Programs / Projects

CDBG Plans & Reports

CDBG Notices

CDBG Plans & Reports

Five Year Consolidated Plan

[2013-2017](#)

[2008-2013](#)

Annual Action Plans

[2014-2015](#)

[2013-2014](#)

[2012-2013](#)

[2011-2012](#)

[2010-2011](#)

Citizen Participation Plan

[Plan](#)

Consolidated Annual Performance and Evaluation Report (CAPER)

[2013-2014 \(DRAFT\)](#)

[2012-2013](#)

[2011-2012](#)

[2010-2011](#)

[2009-2010](#)

Analysis of Impediments to Fair Housing Choice

[Analysis of Impediments 2012](#)

[Technical Appendix 2012](#)

[Fair Housing Action Plan](#)

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Appendix B – Public Notification Efforts



CITY OF SOUTH SAN FRANCISCO TRANSMITTAL
Economic & Community Development Department
Housing & Community Development Division

400 Grand Avenue, P.O. Box 711
 South San Francisco, CA 94083
 650-829-6620 FAX (650) 829-6623

TO: Orange Library

RE: FY 13-14 CAPER

MATERIAL:

- Change Order Request
- Specifications
- Samples
- Bid Packet
- Authorization for Payment
- Request for Estimate
- Voucher
- Other

NOTES:

Hello,

Please place in reference/information area the attached FY 13-14 Consolidated Annual Performance & Evaluation Report (CAPER). This is available for public review until Sept 24th (you can remove it after that date). If anyone has comments they can submit them to me at 400 Grand Ave, SSF. Let me know if you have any questions.

Thanks

Alin Lancaster
 Community Development Specialist
 Ext. 6621

DATE: September 5, 2014

VIA:

- e-mail
- Federal Express
- Overnight
- Fax
- Inter-Office

TRANSMITTED:

- Attached
- Separate Cover

PURPOSE:

- For Review
- For Approval
- Take Action
- As Requested
- Information
- Documents
- For Signature
- Original will follow
- Original will not follow

Appendix B – Public Notification Efforts



CITY OF SOUTH SAN FRANCISCO TRANSMITTAL
Economic & Community Development Department
Housing & Community Development Division
 400 Grand Avenue, P.O. Box 711
 South San Francisco, CA 94083
 650-829-6620 FAX (650) 829-6623

TO: Grand Avenue Library

RE: FY 13-14 CAPER

MATERIAL:

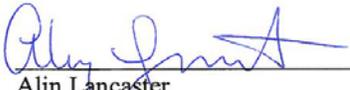
- Change Order Request
- Specifications
- Samples
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- Other

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- As Requested
- Information
- Documents
- For Signature
- Original will follow
- Original will not follow

Appendix B – Public Notification Efforts

Lancaster, Alin

From: Community Development Block Grant Update List <listserv@civicplus.com>
Sent: Friday, September 19, 2014 2:04 PM
To: Lancaster, Alin
Subject: NOTICE OF PUBLIC HEARING AND AVAILABILITY OF THE 2013-14 CAPER

[View this in your browser](#)

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 Department of Economic and Community Development
 PO Box 711
 South San Francisco, CA 94083-0711

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<http://www.ssf.net/list.aspx?mode=del>

If clicking the link doesn't work, please copy and paste the link into your browser.

Appendix B – Public Notification Efforts

From: Lancaster, Alin
Bcc: Abrams, Emily (esabrams@pacbell.net); Amy Hsieh (ahsieh@samaritanhouse.com); andreaE@healthtrust.org (andreaE@healthtrust.org); Ann Marquart; Beth Brown; Bou, Jolie (jbou@samaritanhouse.com); Brad Pence; Cari Pang Chen; Cheryl Matteo (cherylem@corasupport.org); CID Accounting; "David DeNola"; Diane & Gina Papan (lpapan@jps.net); Diane Papan (dianepapan@gmail.com); Dianne Washer (dwasher@star-vista.org); Donna Reed; Douglas Styles - Star Vista (douglas.styles@star-vista.org); edwardt@cidanmateo.org; Health Mobile - Mike Reza (mike@healthmobile.org); Jacqueline Ramirez (JRamirez@housing.org); Jill Kingery (jill.kingery@star-vista.org); Joaquin; Josh Woods (josh@rebuildingtogetherpeninsula.org); Kate Comfort Harr; Laura Bent; Laura Fanucci; Liezel Taube; Lynn Engel (lynn@corasupport.org); Lynn Schuette (LynnS@corasupport.org); Mamta Maheshwary; mcurent@housing.org; Norma Quiroz; or10sia@aol.com; Reza, Mike (healthmobile@gmail.com); Roger Hoppes (roger@rebuildingtogetherpeninsula.org); Seana O'Shaughnessy; Sharon Navarro; Shirley Gibson (SGibson@legalaidmc.org); Stacey Hawwer; Sue Diqre (sued@parca.org); Susan Soohoo (SusanS@healthtrust.org); Susan Stortini - Legal Aid (Sstortini@legalaidmc.org); Timothy Minahan; Tsegareda Andarge (tsegaredat@cidanmateo.org); Ana Cruz; Cynthia SuterTkel; Jaclyn Wolbertus Pinero; Joe Wagenhofer; Marie Geptela; Marisa Picchi; "marline.molina@usw.salvationarmy.org"; Sean O'Brien; Joe Wagenhofer; "sarah_varlco@yahoo.com"; "doren.martin@thelatinocommission.org"; "trussell@recenter.org"; "Iservenko@peninsulafamilysenior.org"
Subject: Notice of Public Hearing & Availability of the 13-14 CAPER
Date: Friday, September 19, 2014 8:18:43 AM

NOTICE OF PUBLIC HEARING AND AVAILABILITY OF THE 2013-14 CAPER

Wednesday, September 24, 2014 at 7:00 p.m.
 City Council Chambers
 33 Arroyo Drive

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Alin Lancaster
 Community Development Specialist
 City of South San Francisco
 400 Grand Avenue
 South San Francisco, CA 94080
 Phone: (650) 829-6621



Appendix B – Public Notification Efforts

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ASAP Bertha Aguilar
★★★★★ 03/16/2014

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UNPLUG: Did you charge your phone, PDA, and tablet last night? Is the charger still plugged into the socket? Keep them unplugged until you need them. You can also unplug rarely used appliances.
HYBERNATE: Set your home and work computers on sleep mode or hibernate. These setting will reduce the amount of power used during inactive periods.
TURN OFF THE LIGHTS: Flick the switch when you leave a room or office.

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September 19

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Wednesday, September 24, 2014 at 7:00 p.m.
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9/23/2014

Appendix B – Public Notification Efforts



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Spare the Air, Bay Area



Mike Futrell

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South San Francisco Economic and Community Development Department
September 19

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Susan Claudia Freeman likes this.



South San Francisco Economic and Community Development Department shared a link.
September 18

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9/23/2014

Appendix C – IDIS Reports

IDIS

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

DATE: 9/15/2014

TIME: 1:08:04 PM

OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT

PAGE: 1/1

PR01 - HUD Grants and Program Income

Program	Fund Type	Grantee Name	Grant Number	Authorized Amount	Suballocated Amount	Amount Committed to Activities	Net Drawn Amount	YTD Net Draw Amount	Available to Commit	Available to Draw	Recapture Amount	
CDBG	EN	SOUTH SAN FRANCISCO	B89M C060042	\$476,000.00	\$0.00	\$476,000.00	\$476,000.00	\$0.00	\$0.00	\$0.00	\$0.00	
			B90M C060042	\$454,000.00	\$0.00	\$454,000.00	\$454,000.00	\$0.00	\$0.00	\$0.00	\$0.00	
			B91M C060042	\$507,000.00	\$0.00	\$507,000.00	\$507,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B92M C060042	\$538,000.00	\$0.00	\$538,000.00	\$538,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B93M C060042	\$600,000.00	\$0.00	\$600,000.00	\$600,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B94M C060042	\$654,000.00	\$0.00	\$654,000.00	\$654,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B95M C060042	\$793,000.00	\$0.00	\$793,000.00	\$793,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B96M C060042	\$770,000.00	\$0.00	\$770,000.00	\$770,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B97M C060042	\$757,000.00	\$0.00	\$757,000.00	\$757,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B98M C060042	\$733,000.00	\$0.00	\$733,000.00	\$733,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B99M C060042	\$737,000.00	\$0.00	\$737,000.00	\$737,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B00M C060042	\$738,000.00	\$0.00	\$738,000.00	\$738,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B01M C060042	\$764,000.00	\$0.00	\$764,000.00	\$764,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B02M C060042	\$748,000.00	\$0.00	\$748,000.00	\$748,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B03M C060042	\$747,000.00	\$0.00	\$747,000.00	\$747,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B04M C060042	\$728,000.00	\$0.00	\$728,000.00	\$728,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B05M C060042	\$686,877.00	\$0.00	\$686,877.00	\$686,877.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B06M C060042	\$617,465.00	\$0.00	\$617,465.00	\$617,465.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B07M C060042	\$616,661.00	\$0.00	\$616,661.00	\$616,661.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B08M C060042	\$594,729.00	\$0.00	\$594,729.00	\$594,729.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B09M C060042	\$601,793.00	\$0.00	\$601,793.00	\$601,793.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B10M C060042	\$651,456.00	\$0.00	\$651,456.00	\$651,456.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B11M C060042	\$543,208.00	\$0.00	\$543,208.00	\$543,208.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			B12M C060042	\$408,367.00	\$0.00	\$408,367.00	\$408,367.00	\$345,565.48	\$0.00	\$0.00	\$0.00	\$0.00
			B13M C060042	\$421,298.00	\$0.00	\$421,298.00	\$93,172.69	\$93,172.69	\$0.00	\$328,125.31	\$0.00	\$0.00
			B14M C060042	\$417,249.00	\$0.00	\$266,394.89	\$0.00	\$0.00	\$150,854.31	\$417,249.00	\$0.00	\$0.00
SOUTH SAN FRANCISCO Sub				\$16,303,103.00	\$0.00	\$16,152,248.69	\$15,557,728.69	\$438,738.17	\$150,854.31	\$745,374.31	\$0.00	
EN Subtotal:				\$16,303,103.00	\$0.00	\$16,152,248.69	\$15,557,728.69	\$438,738.17	\$150,854.31	\$745,374.31	\$0.00	
PI	EN	SOUTH SAN FRANCISCO	B96M C060042	\$36,841.06	\$0.00	\$36,841.06	\$36,841.06	\$0.00	\$0.00	\$0.00	\$0.00	
			B97M C060042	\$67,205.72	\$0.00	\$67,205.72	\$67,205.72	\$0.00	\$0.00	\$0.00	\$0.00	
			B98M C060042	\$56,724.79	\$0.00	\$56,724.79	\$56,724.79	\$0.00	\$0.00	\$0.00	\$0.00	
			B99M C060042	\$86,393.48	\$0.00	\$86,393.48	\$86,393.48	\$0.00	\$0.00	\$0.00	\$0.00	
			B00M C060042	\$189,243.53	\$0.00	\$189,243.53	\$189,243.53	\$0.00	\$0.00	\$0.00	\$0.00	
			B01M C060042	\$126,969.38	\$0.00	\$126,969.38	\$126,969.38	\$0.00	\$0.00	\$0.00	\$0.00	
			B02M C060042	\$87,165.67	\$0.00	\$87,165.67	\$87,165.67	\$0.00	\$0.00	\$0.00	\$0.00	
			B03M C060042	\$59,674.76	\$0.00	\$59,674.76	\$59,674.76	\$0.00	\$0.00	\$0.00	\$0.00	
			B04M C060042	\$107,315.41	\$0.00	\$107,315.41	\$107,315.41	\$0.00	\$0.00	\$0.00	\$0.00	
			B05M C060042	\$140,337.73	\$0.00	\$140,337.73	\$140,337.73	\$0.00	\$0.00	\$0.00	\$0.00	
			B06M C060042	\$87,738.11	\$0.00	\$87,738.11	\$87,738.11	\$0.00	\$0.00	\$0.00	\$0.00	
			B07M C060042	\$64,557.51	\$0.00	\$64,557.51	\$64,557.51	\$0.00	\$0.00	\$0.00	\$0.00	
			B08M C060042	\$157,585.82	\$0.00	\$157,585.82	\$157,585.82	\$0.00	\$0.00	\$0.00	\$0.00	
			B09M C060042	\$38,947.13	\$0.00	\$38,947.13	\$38,947.13	\$0.00	\$0.00	\$0.00	\$0.00	
			B10M C060042	\$96,375.77	\$0.00	\$96,375.77	\$96,375.77	\$0.00	\$0.00	\$0.00	\$0.00	
			B11M C060042	\$205,858.37	\$0.00	\$205,858.37	\$205,858.37	\$0.00	\$0.00	\$0.00	\$0.00	
			B12M C060042	\$120,623.99	\$0.00	\$120,623.99	\$120,623.99	\$0.00	\$0.00	\$0.00	\$0.00	
			B13M C060042	\$71,367.56	\$0.00	\$71,367.56	\$71,367.56	\$60,884.09	\$0.00	\$0.00	\$0.00	
			B14M C060042	\$39,779.76	\$0.00	\$17,071.51	\$17,071.51	\$17,071.51	\$22,708.25	\$22,708.25	\$0.00	
			SOUTH SAN FRANCISCO Sub				\$1,840,705.55	\$0.00	\$1,817,997.30	\$1,817,997.30	\$77,755.60	\$22,708.25
PI Subtotal:				\$1,840,705.55	\$0.00	\$1,817,997.30	\$1,817,997.30	\$77,755.60	\$22,708.25	\$22,708.25	\$0.00	
CDBG-R	EN	SOUTH SAN FRANCISCO	B09MY060042	\$161,564.00	\$0.00	\$161,564.00	\$161,564.00	\$0.00	\$0.00	\$0.00	\$0.00	
			SOUTH SAN FRANCISCO Sub				\$161,564.00	\$0.00	\$161,564.00	\$161,564.00	\$0.00	\$0.00
EN Subtotal:				\$161,564.00	\$0.00	\$161,564.00	\$161,564.00	\$0.00	\$0.00	\$0.00	\$0.00	
GRANTEI				\$18,305,372.55	\$0.00	\$18,131,809.99	\$17,537,289.99	\$516,493.77	\$173,562.56	\$768,082.56	\$0.00	

Appendix C – IDIS Reports

IDIS - PR02

U.S. Department of Housing and Urban Development
 Office of Community Planning and Development
 Integrated Disbursement and Information System
 List of Activities By Program Year And Project
 SOUTH SAN FRANCISCO,CA

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REPORT FOR CPD PROGRAM ALL
 PGM YR.2013

Plan Year	IDIS Project	Project	IDIS Activity ID	Activity Name	Activity Status	Program	Funded Amount	Draw Amount	Balance
2013	1	Rebuilding Together Peninsula - Minor Home Repair	436	Rebuilding Together - National Rebuilding Day	Completed	CDBG	\$10,000.00	\$10,000.00	\$0.00
			437	Rebuilding Together - Safe at Home	Completed	CDBG	\$34,353.33	\$34,353.33	\$0.00
		Project Total					\$44,353.33	\$44,353.33	\$0.00
2013	2	Public Services	426	Bay Area Legal Aid	Completed	CDBG	\$10,000.00	\$10,000.00	\$0.00
			427	Health Mobile	Completed	CDBG	\$10,000.00	\$10,000.00	\$0.00
			428	John's Closet	Completed	CDBG	\$5,000.00	\$5,000.00	\$0.00
			429	The Salvation Army - Rental Assistance Program	Completed	CDBG	\$2,770.00	\$2,770.00	\$0.00
			430	Rape Trauma Services Center	Completed	CDBG	\$10,000.00	\$10,000.00	\$0.00
			431	Sitike Counseling Center	Completed	CDBG	\$8,781.79	\$8,781.79	\$0.00
			432	Youth Service Bureau	Completed	CDBG	\$9,999.96	\$9,999.96	\$0.00
					Project Total				
2013	3	Center for Independence of Individuals with Disabilities (CID) - Housing Accessibility Modification	438	CID - Housing Accessibility Modification (HAM) Program	Completed	CDBG	\$3,990.90	\$3,990.90	\$0.00
		Project Total					\$3,990.90	\$3,990.90	\$0.00
2013	4	City-Sponsored Housing Rehabilitation Program	434	City-Sponsored Housing Rehabilitation Program	Completed	CDBG	\$57,152.84	\$57,152.84	\$0.00
			440	MidPen Sundial Apartments Rehabilitation	Completed	CDBG	\$143,734.49	\$143,734.49	\$0.00
		Project Total					\$200,887.33	\$200,887.33	\$0.00
2013	5	Public Facility Improvement Projects	439	Boys & Girls Club Rehabilitation - Phase III	Completed	CDBG	\$106,952.23	\$106,952.23	\$0.00
			441	City Hall Tot Lot - ADA Improvements	Completed	CDBG	\$142,707.79	\$142,707.79	\$0.00
		Project Total					\$249,660.02	\$249,660.02	\$0.00
2013	6	CDBG Administration	433	CDBG Administration	Completed	CDBG	\$89,961.15	\$89,961.15	\$0.00
		Project Total					\$89,961.15	\$89,961.15	\$0.00
2013	7	City Sponsored Commercial Rehabilitation Program	435	City-Sponsored Commercial Rehabilitation Program	Completed	CDBG	\$41,780.01	\$41,780.01	\$0.00
		Project Total					\$41,780.01	\$41,780.01	\$0.00
		Program Total					\$687,184.49	\$687,184.49	\$0.00
		2013 Total					\$687,184.49	\$687,184.49	\$0.00
		Program Grand Total					\$687,184.49	\$687,184.49	\$0.00
		Grand Total					\$687,184.49	\$687,184.49	\$0.00

Appendix C – IDIS Reports

IDIS - PR09		U.S. Department of Housing and Urban Development Office of Community Planning and Development Integrated Disbursement and Information System Program Income Details by Fiscal Year and Program SOUTH SAN FRANCISCO,CA										Date:	09-12-14
												Time:	13:43
												Page:	1
Report for Program:CDBG													
Voucher Dates:01-01-1900 to 09-12-2014													
Program Year	Program	Associated Grant Number	Fund Type	Estimated Income for Year	Transaction	Voucher #	Voucher Created	Voucher Type	IDIS Proj. ID	IDIS Actv.	Matrix Code	Receipted/Drawn Amount	
2013	CDBG	B13MC060042	PI	13,951.92									
RECEIPTS													
						5118170	- 10-22-13		4	434	14A	2,527.61	
						5118174	- 10-22-13		19	365	13	3,851.75	
						5120227	- 11-19-13		4	434	14A	810.77	
						5120228	- 11-19-13		7	435	14E	2,375.00	
						5120230	- 11-19-13		19	365	13	1,118.34	
						5124610	- 01-16-14		4	434	14A	1,359.49	
						5124611	- 01-16-14		7	435	14E	2,375.00	
						5124612	- 01-16-14		19	365	13	4,573.74	
						5127740	- 02-25-14		4	434	14A	25,578.88	
						5127741	- 02-25-14		19	365	13	2,194.78	
						5131585	- 04-15-14		4	434	14A	2,097.89	
						5131586	- 04-15-14		19	365	13	5,259.86	
						5133891	- 05-20-14		4	434	14A	902.73	
						5133895	- 05-20-14		19	365	13	3,290.96	
						5136185	- 06-12-14		4	434	14A	1,249.40	
						5136186	- 06-12-14		19	365	13	1,711.46	
						5138933	- 07-10-14		4	434	14A	745.97	
						5138938	- 07-10-14		7	435	14E	2,375.00	
						5138941	- 07-10-14		19	365	13	1,923.98	
						5140612	- 07-29-14		4	434	14A	745.97	
						5140613	- 07-29-14		7	435	14E	2,375.00	
						5140614	- 07-29-14		19	365	13	1,923.98	
DRAWS													
						5619393	- 10-22-13	PY	5	439	03E	6,379.36	
						5630148	- 11-21-13	PY	4	434	14A	4,304.11	
						5653004	- 02-03-14	PY	4	434	14A	8,308.23	
						5661705	- 02-26-14	PY	4	440	14B	27,773.66	
						5686185	- 05-06-14	PY	4	434	14A	7,357.75	
						5691480	- 05-22-14	PY	16	422	03	3,253.93	
						5691489	- 05-22-14	PY	4	434	14A	939.76	
						5699505	- 06-17-14	PY	4	434	14A	2,960.86	
						5713036	- 07-25-14	PY	1	436	14A	5,044.95	
						5719002	- 08-12-14	PY	2	432	05O	20.00	
						5728457	- 09-09-14	PY	7	435	14E	5,024.95	
											Receipts	71,367.56	
											Draws	71,367.56	
											Balance	0.00	

Appendix C – IDIS Reports



U.S. Department of Housing and Urban Development
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Integrated Disbursement and Information System
CDBG Activity Summary Report (GPR) for Program Year 2013
SOUTH SAN FRANCISCO

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PGM Year: 2012
Project: 0016 - Facility Rehabilitation and ADA Modification
IDIS Activity: 422 - Magnolia Senior Center - Elevator Refurbishment

Status: Completed 6/2/2014 12:00:00 AM
Location: 601 Grand Ave South San Francisco, CA 94080-3552
Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Public Facilities and Improvement
National Objective: LMA

Initial Funding Date: 07/27/2012

Description:

Refurbish the 25 year old elevator at the Magnolia Senior Center located in Downtown South San Francisco, as it routinely malfunctions. The work will include upgrading the control system and installing a new communication system, motor control, and heavy duty door operators. This will bring the elevator equipment into compliance with safety standards and ADA

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$100,195.07	\$614.67	\$100,195.07
		PI	\$3,253.93	\$3,253.93	\$3,253.93
Total			\$103,449.00	\$3,868.60	\$103,449.00

Proposed Accomplishments

Public Facilities : 1
Total Population in Service Area: 7,905
Census Tract Percent Low / Mod: 66.70

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2012	CDBG funds were used to refurbish the elevator at the Magnolia Senior Center, so that the elevator would comply with all local, state and federal safety codes and ADA standards. The work included replacing the pump, motor, and circuit panel along with updating the interior cabin. The majority of the project is complete with the exception of a few punch list items. The City has expended \$99,580.40 of the total project budget and will spend down the remaining retention payment in FY 13-14.	
2013	CDBG funds were used to refurbish the elevator at the Magnolia Senior Center, so that the elevator would comply with all local, state and federal safety codes and ADA standards. The majority of the work was completed in FY 12-13 with the exception of a few punch list items. In FY 13-14, the punch list items were completed, the City Council approved the project, a Notice of Completion was recorded, and the final retention payment was expended. The project is now complete.	

Appendix C – IDIS Reports



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PGM Year: 2013
Project: 0002 - Public Services
IDIS Activity: 426 - Bay Area Legal Aid

Status: Completed 8/15/2014 2:55:23 PM
Location: 539 Middlefield Rd Redwood City, CA 94063-1623

Objective: Create suitable living environments**Outcome:** Sustainability**Matrix Code:** Battered and Abused Spouses (05G)**National Objective:** LMC**Initial Funding Date:** 10/18/2013**Description:**

Bay Area Legal Aid operates the Domestic Violence Legal Safety Net program which provides civil legal services to domestic violence survivors and their families.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$10,000.00	\$10,000.00	\$10,000.00
Total			\$10,000.00	\$10,000.00	\$10,000.00

Proposed Accomplishments

People (General) : 67

Actual Accomplishments*Number assisted:*

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	5	0
Black/African American:	0	0	0	0	0	0	2	0
Asian:	0	0	0	0	0	0	5	0
American Indian/Alaskan Native:	0	0	0	0	0	0	38	37
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	4	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	54	37
Female-headed Households:	0		0		0			

Appendix C – IDIS Reports



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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	37
Low Mod	0	0	0	12
Moderate	0	0	0	3
Non Low Moderate	0	0	0	2
Total	0	0	0	54
Percent Low/Mod				96.3%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	In the 2013-2014, Bay Area Legal Aid provided free civil legal assistance to 54 low-income survivors of domestic violence from South San Francisco. Bay Area Legal Aid helped clients establish safety and security by helping them obtain restraining orders, stabilize their housing, secure support orders, establish child custody and visitation, gain immigration relief under the Violence Against Women Act, complete social services and benefits applications, connect to relevant community service providers, gain information regarding their rights and legal protections, and more.	

Appendix C – IDIS Reports



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PGM Year: 2013
Project: 0002 - Public Services
IDIS Activity: 427 - Health Mobile

Status: Completed 8/15/2014 2:51:13 PM
Location: 1659 Scott Blvd Ste 4 Santa Clara, CA 95050-4137
Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Health Services (05M) **National Objective:** LMC

Initial Funding Date: 10/18/2013

Description:

Health Mobile provides dental services at school sites through a self-contained, state-of-the art, full-service dental clinic in a refurbished 40-foot motor home. Patients will receive dental cleaning, preventive dental procedures, x-rays, and oral hygiene instructions. Dental procedures will include, as necessary, fillings, root canal treatments, extractions, crowns, sealants, bridges, partials, oral surgery, space maintainers, and sports guards. Health Mobile staff will emphasize prevention techniques and schedule patients for preventive treatment every six months until they graduate from the school.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$10,000.00	\$10,000.00	\$10,000.00
Total			\$10,000.00	\$10,000.00	\$10,000.00

Proposed Accomplishments

People (General) : 140

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	85	65
Black/African American:	0	0	0	0	0	0	12	0
Asian:	0	0	0	0	0	0	34	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	4	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	135	65
Female-headed Households:	0		0		0			

Appendix C – IDIS Reports



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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	25
Moderate	0	0	0	110
Non Low Moderate	0	0	0	0
Total	0	0	0	135
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	The Health Mobile provided free, on-site dental services to low income children in South San Francisco. The services were offered through a self-contained, state-of-the-art, full service dental clinic in a refurbished motor home. Their goal was to serve 140 South San Francisco residents and Health Mobile served 135 individuals.	

Appendix C – IDIS Reports



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PGM Year: 2013
Project: 0002 - Public Services
IDIS Activity: 428 - John's Closet

Status: Completed 8/15/2014 2:53:01 PM **Objective:** Create suitable living environments
Location: 700 Stewart Ave Daly City, CA 94015-3519 **Outcome:** Availability/accessibility
Matrix Code: Youth Services (05D) **National Objective:** LMC

Initial Funding Date: 10/18/2013

Description:

Provides new clothing for very low-income school aged children. John's Closet is a 100% volunteer program, with no salaries or fixed costs

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$5,000.00	\$5,000.00	\$5,000.00
Total			\$5,000.00	\$5,000.00	\$5,000.00

Proposed Accomplishments

People (General) : 186

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	104	102
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	4	0
American Indian/Alaskan Native:	0	0	0	0	0	0	1	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	8	2
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	3	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	5	2
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	125	106
Female-headed Households:	0		0		0			

Appendix C – IDIS Reports



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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	125
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	125
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	John's Closet provided new clothes to 125 school-aged children from low-income households. John's Closet only met 68% of its goal however it noted that it had to relocate the program during the year which caused a disruption in service.	

Appendix C – IDIS Reports



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PGM Year: 2013
Project: 0002 - Public Services
IDIS Activity: 429 - The Salvation Army - Rental Assistance Program

Status: Completed 8/4/2014 6:34:25 PM
Location: 409 S Spruce Ave South San Francisco, CA 94080-5959
Objective: Provide decent affordable housing
Outcome: Affordability
Matrix Code: Subsistence Payment (05Q) **National Objective:** LMC

Initial Funding Date: 02/19/2014

Description:

In FY 13-14, the City funded the Salvation Army with a \$24,000 Community Development Block Grant (CDBG) grant to support the Rental Assistance Program. This funding was awarded mid-year and came from the reallocation of North Peninsula Neighborhood Services Center's (NPNSC) funding since the City did not renew its CDBG grant with NPNSC due to the organization's lack of capacity to meet federal programmatic and accounting standards. The Salvation Army Rental Assistance Program will provide rental assistance to low income South San Francisco families. In combination with the rental assistance families will be required to attend a Financial Mentoring Program, which covers budgeting, deducting debt, saving, credit, banking, and setting financial goals. The rental assistance will only be provided to those families that demonstrate an emergency need such as but not limited to medical emergency

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$2,770.00	\$2,770.00	\$2,770.00
Total			\$2,770.00	\$2,770.00	\$2,770.00

Proposed Accomplishments

People (General) : 25

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	1	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	1	0
Female-headed Households:	0		0		0			

Appendix C – IDIS Reports



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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	1
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	1
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	The Salvation Army was able to provide rental assistance to one elderly resident and spend \$2,770 of their grant. The Salvation Army did report challenges working with the landlord/apartment managers along with finding clients that meet the program's requirement. The program was intended for non-recurring emergency situations (e.g. unexpected medical or auto expenses) and the applicants had to demonstrate that they could pay rent in future months. The Salvation Army had a remaining grant balance of \$21,230 which has been recaptured.	

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PGM Year: 2013
Project: 0002 - Public Services
IDIS Activity: 430 - Rape Trauma Services Center

Status: Completed 8/15/2014 2:59:03 PM **Objective:** Create suitable living environments
Location: 1860 El Camino Real Ste 406 Burlingame, CA 94010-3117 **Outcome:** Sustainability
Matrix Code: Mental Health Services (05O) **National Objective:** LMC

Initial Funding Date: 10/18/2013

Description:

Provides mental health services to trauma survivors including crisis intervention, individual and group counseling, advocacy, medical/legal and forensic accompaniment, and information and referrals.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$10,000.00	\$10,000.00	\$10,000.00
Total			\$10,000.00	\$10,000.00	\$10,000.00

Proposed Accomplishments

People (General) : 130

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	69	54
Black/African American:	0	0	0	0	0	0	2	0
Asian:	0	0	0	0	0	0	29	2
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	1	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	5	5
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	108	61
Female-headed Households:	0		0		0			

Appendix C – IDIS Reports



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 SOUTH SAN FRANCISCO

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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	82
Low Mod	0	0	0	26
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	108
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	During FY 13-14, Rape Trauma Services (RTS) provided crisis intervention, counseling, advocacy, accompaniment, prevention and community outreach to 108 residents of South San Francisco. Specifically, RTS provided 82 children ages 2-17 and 26 abused spouses or partners with direct support. Additionally, RTS provided at risk youth services on campus at South San Francisco high schools and professional training for those working specifically with survivors of sexual abuse.	

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PGM Year: 2013
Project: 0002 - Public Services
IDIS Activity: 431 - Sitlike Counseling Center

Status: Completed 8/4/2014 6:28:53 PM
Location: 306 Spruce Ave South San Francisco, CA 94080-2741
Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Substance Abuse Services (05F) **National Objective:** LMC

Initial Funding Date: 10/18/2013

Description:
 Provides substance abuse treatment, counseling, and violence prevention services.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$8,781.79	\$8,781.79	\$8,781.79
Total			\$8,781.79	\$8,781.79	\$8,781.79

Proposed Accomplishments

People (General) : 17

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	11	4
Black/African American:	0	0	0	0	0	0	2	0
Asian:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	2	1
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	4	3
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	20	8
Female-headed Households:	0		0		0			

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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	11
Low Mod	0	0	0	3
Moderate	0	0	0	4
Non Low Moderate	0	0	0	2
Total	0	0	0	20
Percent Low/Mod				90.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	This year Sitlike provided treatment services to 20 South San Francisco clients. All clients were placed either in the outpatient or intensive outpatient program.	

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PGM Year: 2013
Project: 0002 - Public Services
IDIS Activity: 432 - Youth Service Bureau

Status: Completed 8/15/2014 12:19:10 PM **Objective:** Create suitable living environments
Location: 1486 Huntington Ave Ste 100 South San Francisco, CA 94080-5971 **Outcome:** Sustainability
Matrix Code: Mental Health Services (05O) **National Objective:** LMC

Initial Funding Date: 07/15/2013

Description:

The You Service Bureau operates the Latino Parents' Group which is designed to improve family functioning by providing parents with effective parenting skills and referrals. The five components of the program are: (1) Initial mental health assessment, (2) Weekly one-hour parent supported education groups that run for 15 weeks, (3) Information and referral service to community resources, (4) Crisis intervention services, if necessary, and (5) Liaison service with schools and their ESL programs.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$9,979.96	\$9,979.96	\$9,979.96
		PI	\$20.00	\$20.00	\$20.00
Total			\$9,999.96	\$9,999.96	\$9,999.96

Proposed Accomplishments

People (General) : 40

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	6	6
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	21	21
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	27	27
Female-headed Households:	0		0		0			

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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	17
Low Mod	0	0	0	10
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	27
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	This year, 27 parents regularly participated in the Youth Service Bureau's (YSB) Latino Parents Group, group counseling services for parents.	

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PGM Year: 2013
Project: 0006 - CDBG Administration
IDIS Activity: 433 - CDBG Administration

Status: Completed 8/4/2014 7:09:41 PM
Location:
Objective:
Outcome:
Matrix Code: General Program Administration (21A) **National Objective:**

Initial Funding Date: 07/15/2013

Description:

The City will use 20% of its entitlement and 20% of the fiscal year 2013-2014 program income to administer the CDBG program.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$89,961.15	\$89,961.15	\$89,961.15
Total			\$89,961.15	\$89,961.15	\$89,961.15

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PGM Year: 2013
Project: 0004 - City-Sponsored Housing Rehabilitation Program
IDIS Activity: 434 - City-Sponsored Housing Rehabilitation Program

Status: Completed 8/4/2014 6:54:03 PM
Location: 112 Fir Ave South San Francisco, CA 94080-4501
Objective: Provide decent affordable housing
Outcome: Sustainability
Matrix Code: Rehab; Single-Unit Residential (14A) **National Objective:** LMH

Initial Funding Date: 10/18/2013

Description:

Housing Rehabilitation Loans - The City provides low interest loans to low-income families for housing alterations and repairs that correct code deficiencies and/or improve the health and safety of the home.

Emergency Repair Voucher Program - This program gives low-income families a grant of up to \$2,500 to make emergency safety and/or code violation repairs.

Debris Box Voucher Program - This program provides low-income families with a debris box in order to clear code violations and for emergencies. Debris box vouchers are targeted for the cleanup of conditions that affect the health, safety or appearance of properties.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$33,282.13	\$33,282.13	\$33,282.13
		PI	\$23,870.71	\$23,870.71	\$23,870.71
Total			\$57,152.84	\$57,152.84	\$57,152.84

Proposed Accomplishments

Housing Units : 3

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	4	0	0	0	4	0	0	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	1	0	0	0	1	0	0	0
American Indian/Alaskan Native:	1	1	0	0	1	1	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	1	0	0	0	1	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	7	1	0	0	7	1	0	0
Female-headed Households:	4		0		4			

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Income Category:

	Owner	Renter	Total	Person
Extremely Low	2	0	2	0
Low Mod	2	0	2	0
Moderate	3	0	3	0
Non Low Moderate	0	0	0	0
Total	7	0	7	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	<p>This program provides low interest loans, grants, and technical assistance to low income homeowners in need of repairs to their home such as roof replacements, sewer line repairs, and legalizing homes that are in violation of building codes. This year staff sent out ten (10) loan applications, five (5) debris box applications, and four (4) home repair voucher applications for the City's housing rehabilitation program. The City was able to issue four (4) debris box vouchers and three (3) home repair vouchers. Unfortunately, the City only received two loan applications back and both homeowners ended up not qualifying for the program. The City also provided housing rehabilitation funding to MidPen Housing to rehabilitate the Sundial Apartments, 11 affordable studio apartments (See IDIS Activity #440)</p> <p>Debris Box Vouchers - This is a subprogram of the City's Housing Rehabilitation Program. The vouchers allow low income homeowners to remove years of accumulation of garbage, furniture and other debris that need to be removed before general issues can be addressed in a home or in conjunction with the repairs conducted by the individual. It also removes debris that is and/or can become a fire or sanitary hazard. This year the City issued four (4) debris box vouchers.</p> <p>Emergency Home Repair Vouchers -This is a subprogram of the City's Housing Rehabilitation Program. These vouchers serve as a grant for homeowners to make emergency repairs to their home. This year the City provided three (3) home repair vouchers all of which were used to repair broken or blocked sewer lines.</p>	

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PGM Year: 2013
Project: 0007 - City Sponsored Commercial Rehabilitation Program
IDIS Activity: 435 - City-Sponsored Commercial Rehabilitation Program

Status: Completed 9/15/2014 1:34:52 PM **Objective:** Create economic opportunities
Location: 217 Grand Ave South San Francisco, CA 94080-3708 **Outcome:** Availability/accessibility
Matrix Code: Rehab; Publicly or Privately-Owned **National Objective:** LMA

Initial Funding Date: 10/18/2013**Description:**

The City Sponsored Commercial Rehabilitation Program provides financial and technical assistance to property owners undertaking structural, facade, and business sign improvements. These improvements help owners improve the appearance of the Downtown. The program is available in the Historic Downtown District which serves residents who are primarily low income and Hispanic. More than 51% of the residents within close proximity to the downtown are considered low income.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$25,891.55	\$25,891.55	\$25,891.55
		PI	\$15,888.46	\$15,888.46	\$15,888.46
Total			\$41,780.01	\$41,780.01	\$41,780.01

Proposed Accomplishments

Businesses : 1
Total Population in Service Area: 11,720
Census Tract Percent Low /Mod: 68.40

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	This year the City surpassed its proposed goal by issuing four (4) commercial rehabilitation grants which provided new awnings for eight (8) Downtown businesses. These new awnings improve the look and feel of the Downtown. The City also worked on a patio expansion project for a Downtown restaurant however the project fell through.	

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PGM Year: 2013
Project: 0001 - Rebuilding Together Peninsula - Minor Home Repair
IDIS Activity: 436 - Rebuilding Together - National Rebuilding Day

Status: Completed 8/15/2014 3:01:06 PM
Location: 300 Heather Way South San Francisco, CA 94080-1329
Objective: Provide decent affordable housing
Outcome: Sustainability
Matrix Code: Rehab; Single-Unit Residential (14A) **National Objective:** LMH

Initial Funding Date: 10/18/2013**Description:**

Each year on the last Saturday in April, National Rebuilding Day utilizes groups of volunteers to rehabilitate homes. Rehabilitation efforts include yard cleanup, painting, plumbing, window, electrical system, and flooring repair.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$4,955.05	\$4,955.05	\$4,955.05
		PI	\$5,044.95	\$5,044.95	\$5,044.95
Total			\$10,000.00	\$10,000.00	\$10,000.00

Proposed Accomplishments

Housing Units : 3

Actual Accomplishments

<i>Number assisted:</i>	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	3	2	0	0	3	2	0	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	3	2	0	0	3	2	0	0
Female-headed Households:	2		0		2			

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Income Category:

	Owner	Renter	Total	Person
Extremely Low	3	0	3	0
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	3	0	3	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	National Rebuilding Day is completed annually in April where approximately 3,000 volunteers give their time and skills to help neighbors live more independently in safer, cleaner, and healthier environments. Rebuilding Together met its goals and served 3 South San Francisco households as part of National Rebuilding Day.	

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PGM Year: 2013
Project: 0001 - Rebuilding Together Peninsula - Minor Home Repair
IDIS Activity: 437 - Rebuilding Together - Safe at Home

Status: Completed 8/15/2014 3:12:58 PM
Location: 10 Portola Ave South San Francisco, CA 94080-5935
Objective: Provide decent affordable housing
Outcome: Sustainability
Matrix Code: Rehab; Single-Unit Residential (14A) **National Objective:** LMH

Initial Funding Date: 07/15/2013**Description:**

Rebuilding Together's Safe at Home Program is a year-round minor home repair program that addresses minor repair needs before they become more serious safety or deferred maintenance issues.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$34,353.33	\$34,353.33	\$34,353.33
Total			\$34,353.33	\$34,353.33	\$34,353.33

Proposed Accomplishments

Housing Units : 15

Actual Accomplishments*Number assisted:*

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	12	3	0	0	12	3	0	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	2	0	0	0	2	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	1	0	0	0	1	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	15	3	0	0	15	3	0	0
Female-headed Households:	7		0		7			

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Income Category:

	Owner	Renter	Total	Person
Extremely Low	9	0	9	0
Low Mod	4	0	4	0
Moderate	2	0	2	0
Non Low Moderate	0	0	0	0
Total	15	0	15	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	Rebuilding Together Peninsula completed free minor home repairs at 15 addresses in South San Francisco, including major repairs at several mobile homes at the Treasure Island Mobile Home Park. The program primarily served seniors living with spouses or living alone who could not afford to take care of essential repairs on a fixed income. This year Rebuilding Together's projects were more extensive and required more labor and materials than in previous years. Due to these larger project scopes, Rebuilding Together had expended all of its grant funding by the third quarter and therefore requested a grant increase. The City gave Rebuilding Together a grant increase of \$15,000.	

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PGM Year: 2013
Project: 0003 - Center for Independence of Individuals with Disabilities (CID) - Housing Accessibility Modification
IDIS Activity: 438 - CID - Housing Accessibility Modification (HAM) Program

Status: Completed 9/15/2014 6:14:10 PM
Location: 349 Granada Dr South San Francisco, CA 94080-5653
Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Rehab; Single-Unit Residential (14A) **National Objective:** LMH

Initial Funding Date: 10/18/2013

Description:

The Housing Accessibility Modification (HAM) program provides modifications to homes of persons with disabilities to improve accessibility and increase safety.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$3,990.90	\$3,990.90	\$3,990.90
Total			\$3,990.90	\$3,990.90	\$3,990.90

Proposed Accomplishments

Housing Units : 20

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	2	0	0	0	2	0	0	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	1	0	0	0	1	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	1	1	0	0	1	1	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	4	1	0	0	4	1	0	0
Female-headed Households:	0		0		0			

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Income Category:

	Owner	Renter	Total	Person
Extremely Low	3	0	3	0
Low Mod	1	0	1	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	4	0	4	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	CID was able to provide accessibility modifications to four (4) low-income households however the organization only met 20% of its proposed goals. This year, CID faced a number of challenges in meeting its goals. CID explained that the biggest cause for the unmet goals is the increasing reluctance of consumers to answer in depth questions, especially in the area of income verification. Additionally, CID relocated its headquarters this year and had staff turnover in two HAM program positions. CID had a remaining grant balance of \$9,509.10 which has been recaptured.	

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PGM Year: 2013
Project: 0005 - Public Facility Improvement Projects
IDIS Activity: 439 - Boys & Girls Club Rehabilitation - Phase III

Status: Completed 7/21/2014 1:20:09 PM
Location: 201 W Orange Ave South San Francisco, CA 94080-4445
Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Neighborhood Facilities (03E) **National Objective:** LMA

Initial Funding Date: 10/18/2013

Description:

In FY 12-13 the Boys and Girls Club had a roof failure that caused severe water damage and mold to portions of the roof and along a main exterior wall. In the same year the City issued two (2) grants to the Boys & Girls Club to remove the damaged wall and remediate the mold (Phases I & II). This year, FY 13-14, the City has issued a loan to the Boys & Girls Club leveraged with a loan from San Mateo County to rebuild the damaged wall and roof.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$100,572.87	\$100,572.87	\$100,572.87
		PI	\$6,379.36	\$6,379.36	\$6,379.36
Total			\$106,952.23	\$106,952.23	\$106,952.23

Proposed Accomplishments

Public Facilities : 1
Total Population in Service Area: 7,242
Census Tract Percent Low / Mod: 57.20

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	The Boys & Girls Club completed Phase III of their rehabilitation project. Phase III included rebuilding the 100 foot long exterior wall that had been demolished due to water intrusion. The wall had to be reconnected to a new foundation and the roof as it had been disconnected at the floor and roof junctions. Both the interior and exterior of the wall were then finished and painted (interior with sheetrock and exterior with stucco). The Club also received new flooring in areas where the floor had either been damaged due to the water intrusion or had to be removed in order to complete the work.	

Appendix C – IDIS Reports



U.S. Department of Housing and Urban Development
 Office of Community Planning and Development
 Integrated Disbursement and Information System
 CDBG Activity Summary Report (GPR) for Program Year 2013
 SOUTH SAN FRANCISCO

Date: 15-Sep-2014
 Time: 17:57
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PGM Year: 2013
Project: 0004 - City-Sponsored Housing Rehabilitation Program
IDIS Activity: 440 - MidPen Sundial Apartments Rehabilitation

Status: Completed 8/4/2014 6:50:54 PM
Location: 215 4th Ln South San Francisco, CA 94080-3755
Objective: Provide decent affordable housing
Outcome: Sustainability
Matrix Code: Rehab; Multi-Unit Residential (14B) **National Objective:** LMH

Initial Funding Date: 10/28/2013

Description:

The Sundial Apartments are 11 affordable studio apartments situated above a restaurant in the City's Downtown. The units are owned and operated by MidPen Housing and are restricted to tenants with incomes at or below 80% of Area Median Income. The project will consist of new exterior painting and signage, replacing obsolete stoves, updating the electrical panels, installing an energy efficient water heater, replacing deteriorated concrete at the trash enclosure, installing energy efficient lighting, and new flooring and paint in the common spaces. The City will be issuing a CDBG loan to MidPen to cover the construction, management, contingency, and permit costs. The loan would be deferred with no interest and no loan payments for a period of fifty-five (55) years.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$115,960.83	\$115,960.83	\$115,960.83
		PI	\$27,773.66	\$27,773.66	\$27,773.66
Total			\$143,734.49	\$143,734.49	\$143,734.49

Proposed Accomplishments

Housing Units : 11

Actual Accomplishments*Number assisted:*

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	4	0	4	0	0	0
Black/African American:	0	0	4	0	4	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	1	0	1	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	2	0	2	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	11	0	11	0	0	0
Female-headed Households:	0		0		0			

Appendix C – IDIS Reports



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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	5	5	0
Low Mod	0	3	3	0
Moderate	0	3	3	0
Non Low Moderate	0	0	0	0
Total	0	11	11	0
Percent Low/Mod		100.0%	100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	The Sundial Apartments rehabilitation project was completed within FY 13-14 and consisted of new exterior painting and signage, replacing obsolete stoves, updating the electrical panels, installing an energy efficient water heater, replacing deteriorated concrete at the trash enclosure, installing energy efficient lighting, and new flooring and paint in the common spaces. The exterior and interior rehab work has helped significantly to improve the look of this historic building located in the heart City's downtown. It enhances the streetscape and commercial district, as well as provides an improved place to live for the residents. The project has improved the look of the building significantly.	

Appendix C – IDIS Reports



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CDBG Activity Summary Report (GPR) for Program Year 2013
SOUTH SAN FRANCISCO

Date: 15-Sep-2014
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PGM Year: 2013
Project: 0005 - Public Facility Improvement Projects
IDIS Activity: 441 - City Hall Tot Lot - ADA Improvements

Status: Completed 9/15/2014 1:34:25 PM
Location: 400 Grand Ave South San Francisco, CA 94080-3634
Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Parks, Recreational Facilities (03F) **National Objective:** LMA

Initial Funding Date: 01/23/2014

Description:

CDBG Funds will be used to install rubberized safety surfacing at the tot lot/playground located between City Hall and the Grand Avenue Library. These improvements will make the playground ADA accessible.

Financing

Grant Year	Grant	Fund Type	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
Pre-2015		EN	\$136,499.79	\$136,499.79	\$136,499.79
		PI	\$6,208.00	\$6,208.00	\$6,208.00
Total			\$142,707.79	\$142,707.79	\$142,707.79

Proposed Accomplishments

Public Facilities : 1
Total Population in Service Area: 7,905
Census Tract Percent Low / Mod: 66.70

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2013	CDBG funding was used to install rubberized surfacing at the tot lot/playground located between City Hall and the Grand Avenue Library. Additionally, CDBG funds were used to install an ADA accessible play structure. These improvements have made the playground ADA accessible and provide a cheerful improvement to the downtown neighborhood.	

Total Drawn In Program Year: \$691,053.09

PR03 - SOUTH SAN FRANCISCO