



ANNUAL ACTION PLAN

FY 2020-2021

Lead Agency: City of South San Francisco

City of South San Francisco Economic and
Community Development Department

Prepared by: Economic Development and
Housing Division

Executive Summary

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

1. Introduction

The U.S. Department of Housing and Urban Development (HUD) requires the City of South San Francisco (City) to prepare an Annual Action Plan (Action Plan) in order to receive federal Community Development Block Grant (CDBG) funds. HUD Programs have three basic goals to assist extremely low, very-low, and low-income persons by:

- Providing decent and affordable housing;
- Providing a suitable living environment; and
- Expanding economic opportunities.

The City's Action Plan for fiscal year 2020-2021, in conjunction with its Five-Year Consolidated Plan (2018-2023), 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. The City is also a participating jurisdiction in the San Mateo County HOME Consortium and therefore submits its federal application for funding as part of the HOME Consortium.

2. Summarize the objectives and outcomes identified in the Plan

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

The City's Action Plan identifies the following needs and has developed goals and activities that address both the City's needs and further HUD's program goals:

Need: Affordable Housing

Goal: Increase, preserve, and improve the supply of affordable housing for extremely low- and moderate-income households.

Activities: The City will use CDBG funds for housing rehabilitation and minor home repair/accessibility modification programs. Additionally, the City will continue to administer its existing First Time Homebuyer Loan Portfolio and Below Market Rate housing units.

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: The City will allocate 15% of its annual entitlement grant and 15% of prior year program income to the following public services: Community Overcoming Relationship Abuse (CORA), IEP Collaborative, Friends for Youth, Ombudsman Services of San Mateo County, Rape Trauma Services Center, Samaritan House, and Star Vista.

Need: Public Facilities and Infrastructure Improvements

Goal: Preserve and improve public facilities that serve a high percentage of low-income or special needs residents.

Activities: The City will use CDBG funds, when feasible, to make accessibility modifications to public facilities and to rehabilitate facilities with urgent needs in CDBG service areas. The public improvement projects may include, but are not limited to, parks/play lot improvements, and projects related to the City's ADA Transition Plan.

Need: Economic Development Assistance

Goal: Avoid job loss caused by business closures related to Corona Virus 2019 (COVID 19) and the social distancing regulations implemented by State and Federal governments.

Activities: The City will use CDBG funds, to provide loans to small businesses in South San Francisco under the CDBG Program and its regulations, including, but not limited to, that for every \$35,000 one full-time equivalent job must either be created or retained for a low- or moderate-income individual for one year.

Need: Homeless Services and Housing

Goal: Provide service-enriched shelter and transitional housing for homeless families and individuals.

Activities: There is a significant need for emergency and transitional housing as well as case management with the growing homeless population in the region. With funds from the Housing Asset Fund, the City will provide funds to go towards shelter and supportive services through LifeMoves.

When feasible, the City plans to provide funds for rehabilitation and accessibility modifications to emergency and transitional housing. Should additional funds become available; the City will support additional operating costs for emergency and transitional housing. The City will provide CDBG funding under the public service category to Samaritan House and CORA. Samaritan House operates the Safe Harbor Shelter, which is a 90-bed homeless shelter located in South San Francisco that provides both emergency and transitional housing for homeless individuals. CORA provides emergency shelter for those seeking refuge from domestic violence or abuse. The City will also continue to work with the Homeless Outreach Team (HOT) to move the most difficult, long-term homeless individuals out of the Downtown area by placing them in emergency shelters and connecting them with County medical and rehabilitation services. This includes the City's participation in the HOT's Case Manager Group and Oversight Committee.

3. Evaluation of past performance

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

For FY 19-20, the City made efforts to improve the community by funding numerous non-profit organizations that provided a wide variety of public services, which included senior services, youth services, homeless services, general social services, and disabled services. Additionally, CDBG funds were used to improve accessibility and/or rehabilitate various public facilities. For example, ADA modification

projects include improving pedestrian and safety access at 40 public sidewalk ramps at major intersections.

Beyond funding programs, the City also made efforts to increase coordination with other agencies and jurisdictions and to streamline processes. These efforts include collaboration with other jurisdictions and San Mateo County in the HOME Consortium, participating in a region Assessment of Fair Housing, improving coordination with the Continuum of Care, and developing a response team to address homelessness. While the City is committed to increasing and preserving affordable housing in the community, it faced many challenges especially with rising housing and construction costs.

4. Summary of Citizen Participation Process and consultation process

The citizen participation process for the FY 2020-21 Action Plan has been executed as follows: (See Section AP-12 Participation and Attachment C for additional information)

- **Public Hearings:** The City conducted a Community Development Needs Assessment Public Hearing before the City Council on February 26, 2020, asking the public to comment on the housing, community, and economic development needs of the City. Seventeen public comments were received. Additionally, the City held a second public hearing on April 22, 2020 to make final funding allocations and to adopt this Action Plan. XXX comments were received. Refer to Attachment B – Public Notices and Attachment C - Comments for the noticing provided for the meetings.
- **A 30-day Public Review:** The Action Plan was made available for public review from March 23 through April 22, 2020.
- **Public Notices:** Public Notices for the two hearings were published in the *San Mateo County Times* on February 5, 2020, and March 17, 2020.
- **Online Outreach:** The City noticed all the CDBG related public hearings through the City's website and Facebook page. The City also sent email notifications to the current CDBG subrecipients and the City's CDBG and Economic & Community Development listservs.
- **Public Meetings:** The City held a public CDBG Subcommittee meeting on February 18, 2020 and March 2, 2020. Public hearings were held on February 26, 2020 and April 22, 2020.

Pursuant to 24 CFR part 91.105, the City of South San Francisco is required to develop a Citizen Participation Plan (CPP). The purpose of the CPP is to encourage citizen participation, particularly residents of predominantly low- and moderate-income neighborhoods, in the development of the City's Con Plan and Annual Action Plans, substantial amendments to these plans, and the Consolidated Annual Performance and Evaluation Report (CAPER). The City of South San Francisco revised its CPP in FY 2017/18 and formally adopted the revised plan on September 6, 2017 to update and include language regarding the Assessment of Fair Housing. This revised plan clearly incorporates all federal regulations, explicitly states its record keeping protocol, and encourages citizen participation. In accordance with its CPP, the City made the following efforts to promote participation; supported the County's needs assessment survey, held a joint community input meeting and two public hearings, and had appropriate

public review/comment periods. For further information regarding the City's citizen participation and consultation process, please see the AP-10 Consultation and AP-12 Citizen Participation sections of this plan.

5. Summary of public comments

The City received public comments at the Needs Assessment Hearing and Public Hearing on the draft Action Plan. Please see Attachment B Public Notices and Attachment C Public Comments documents.

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

All comments were accepted.

7. Summary

The City's Action Plan for fiscal year 2020-2021 furthers these goals by assessing the housing, community, and economic development needs and resources of the City and outlines a strategy on how it plans to address those needs. The City is also a participating jurisdiction in the San Mateo County HOME Consortium and therefore submits its federal application for funding as part of the HOME Consortium.

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	SOUTH SAN FRANCISCO	
CDBG Administrator	SOUTH SAN FRANCISCO	Economic Development and Housing (EDH) Division

Table 1 – Responsible Agencies

Narrative

The City of South San Francisco’s Economic Development and Housing Division (EDH) under the Department of Economic and Community Development (ECD) is the lead public agency responsible for developing and implementing the City’s Consolidated Plan and Annual Action Plans. EDH administers the City’s Community Development Block Grant and HOME administrative funds. EDH is responsible for many of the activities and programs identified in the Consolidated Plan and this Action Plan including the City’s Housing Rehabilitation Program, program administration, and public improvement projects.

Consolidated Plan Public Contact Information

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AP-10 Consultation - 91.100, 91.200(b), 91.215(I)

1. Introduction

The City of South San Francisco consulted with a wide variety of local non-profit organizations, the Continuum of Care (CoC), the San Mateo County Housing Authority, the South San Francisco Housing Authority, the San Mateo County Department of Health, other City departments, the South San Francisco Downtown Task Force, and other community stakeholders in order to develop its current Five-Year Consolidated Plan. Further, many of the local non-profit organizations also produce reports concerning the needs of the demographic they serve; this information is also utilized in the plan development.

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

During this Action Plan period, the City will work on strengthening its relationships with organizations that serve the public, especially low-income residents. Specific efforts will include:

- Work with the County of San Mateo and other entitlement jurisdictions to coordinate and streamline CDBG processes
- Participate in the San Mateo County HOME Consortium and provide representation on the County's Housing and Community Development Committee
- Work closely with non-profit social service providers, the County, other entitlement jurisdictions, the School District, and other community providers to coordinate the delivery of services to residents
- Fund non-profit organizations serving low-income residents
- Work with non-profit organizations and private developers to build and/or maintain affordable housing
- Work with the Continuum of Care (CoC) to better coordinate homeless services
- Work with the Homeless Outreach Team (HOT) to move the most difficult, long-term homeless individuals out of the Downtown area by placing them in shelters and connecting them with County medical and rehabilitation services. This includes the City's participation on the HOT Case Manager Group and Oversight Committee
- Continued efforts by the downtown bike patrol to connect the homeless to public services that are available to them
- Engage in local and state housing legislative updates

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

The City has a seat on the Continuum of Care (CoC) Steering Committee and is involved in all CoC decision-making. The CoC undertakes a wide range of efforts to meet the needs of homeless persons and those at risk of homelessness.

On January 31, 2019, the San Mateo County Human Services Agency (HAS) and community partners conducted the One Day Homeless County and Survey. The count found 42 unsheltered homeless people in South San Francisco. This is a 27% increase from 2017.

Chronically Homeless

The CoC has created multi-disciplinary, bilingual, Homeless Outreach Teams (HOT) to conduct intensive outreach with the chronically homeless throughout the County and to help them move into permanent housing. South San Francisco's HOT program was first implemented in FY 13-14, and continues annually. City staff, police, elected officials, County staff, and local service providers actively participate and meet regularly to provide updates to program members.

Families with Children

The CoC has developed a rapid re-housing program which provides short-term rental assistance plus case management to homeless families. The San Mateo County Human Services Agency has also provided funding for a motel voucher program to assist families that are waiting to access shelter.

Veterans

The CoC is working with the Veterans Task Force, convened in 2012 by the County Board of Supervisors, to improve county-wide efforts to outreach to homeless and at-risk veterans, to assess their service and housing needs, to and help them access needed resources, including Veterans Affairs Supportive Housing vouchers and veterans' benefits. In 2017, the San Mateo County Veterans Fund was created to support the local veteran population.

Youth

CoC funds are provided to the County Mental Health Association to operate its Support and Advocacy for Youth in Transition Program, which provides case management and housing search/stabilization services to homeless youth. The San Mateo County Housing Authority also offers Family Unification Program Vouchers for youth leaving the foster care system.

System-Wide Objectives

The San Mateo County CoC 10-Year Housing Our People Effectively (HOPE) Plan (adopted in 2006) laid out the community's overall strategy for reducing and ending homelessness. Key accomplishments have included the creation and expansion of Homeless Outreach Teams (HOT), new funding sources for homelessness prevention, Homeless Connect events, and various other initiatives.

The 10-year plan has been succeeded by the Ending Homelessness Plan (adopted in July 2016). The plan aims to end homelessness in San Mateo County by 2020 through a strategic and coordinated approach

using data-driven solutions. Some of these solutions include outreach, emergency shelters, transitional housing, rapid rehousing, and permanent supportive housing and homelessness prevention programs.

Although these objectives have proven to be an effective way to set goals and evaluate progress, they are not fully aligned with the objectives set forth in the Homeless Emergency Assistance and Rapid Transition to Housing Act (HEARTH) and in the federal strategic plan, Opening Doors. The CoC has convened a System Design Subcommittee that is working on the development of system-wide quantitative objectives for the following HEARTH outcomes:

- Reductions in total numbers of homeless people;
- Reductions in the number of new entries into homelessness;
- Reductions in the rate of returns to homelessness; and
- Reductions in the length of time people are homeless.
- Project-Level Objectives

The CoC has the following objective performance standards that are used on an ongoing basis to evaluate the effectiveness of all projects within the homeless system:

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

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

As previously mentioned, the City has a seat on the CoC Steering Committee and meets on a quarterly basis to make decisions regarding the planning, funding, and operation of the CoC. Additionally, the City sits on the COC Funding/Project Review Subcommittee, which reviews renewal and new projects seeking CoC funding. The City does not receive ESG funding as the County Department of Housing (DOH) is the only ESG recipient in the County. However, the City does have a designated seat on the DOH's Housing & Community Development Committee (HCDC), which advises the County Board of Supervisors on allocating County CDBG and HOME funding. Further, the City participates in the CoC's development of performance and evaluation standards along with the management of the Homeless Management Information System (HMIS).

System-Wide Performance Measurement

On an annual basis, the CoC Lead Agency, the San Mateo County Center on Homelessness (COH) compiles a report on how well the community is meeting the objectives set forth in the HOPE Plan. This includes an analysis of housing development data to track the creation of new units of affordable housing and an analysis of HMIS and Core Service Agency data to track the numbers of households receiving assistance. Additionally, the CoC's System Design Subcommittee is developing a set of system-wide performance measures that align with HEARTH and Opening Doors. This work includes developing a recommended methodology for measuring average length of homelessness that includes the time prior to program intake. The CoC's System Design Subcommittee will be researching possible methodologies for a more complete tracking of returns to homelessness, including any further HUD guidance if available.

Project-Level Performance Measurement

The COH regularly monitors all emergency shelter, transitional housing, outreach, supportive housing, rapid re-housing, and prevention programs, which includes site visits, analysis of spending rates, and a review of occupancy data. The monitoring process also includes a review of whether projects are meeting the CoC's project performance standards. In addition, the Project Performance Subcommittee works with the COH to conduct an annual assessment of how well projects are performing, identifies those projects that are underachieving, and recommends whether projects should be offered technical assistance or should be candidates for re-allocation of their CoC funds. Also, each project in the CoC receives an annual performance report detailing their results in meeting both HUD's and the CoC's established performance measures.

Homeless Management Information System (HMIS)

On July 1, 2014, the San Mateo County Human Services Agency, the designated HMIS Lead Agency, launched a new version of the HMIS. The new system incorporates the latest HUD published data standards and improves the ease of data input and data quality. Additionally, as described in the CoC's Governance Charter, on an annual basis the CoC will review, revise, and approve (as applicable) the privacy, security, and data quality plans for the HMIS. The CoC will also ensure consistent participation of sub recipients in the HMIS and ensure that the HMIS is administered in compliance with HMIS Data Standards.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Samaritan House
	Agency/Group/Organization Type	Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Samaritan House provided input on homeless needs through its participation in the City's Homeless Outreach Team and during the February 26, 2020 and April 22, 2020 public hearings.
2	Agency/Group/Organization	LifeMoves
	Agency/Group/Organization Type	Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Life Moves provided input on homeless needs through its participation in the City's Homeless Outreach Team and during the February 26, 2020 and April 22, 2020 public hearings.

3	Agency/Group/Organization	The Salvation Army - South San Francisco
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-homeless Services-Education
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Salvation Army provided input on homeless needs through its participation in the City's Homeless Outreach Team.
4	Agency/Group/Organization	San Mateo County Health System
	Agency/Group/Organization Type	Services-Health Health Agency Other government - County
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The San Mateo County Health System provided input on homeless needs through its participation in the City's Homeless Outreach Team.

5	Agency/Group/Organization	County of San Mateo Center on Homelessness
	Agency/Group/Organization Type	Housing Services - Housing Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The San Mateo County Center on Homelessness provided input on homeless needs through its participation in the City's Homeless Outreach Team.
6	Agency/Group/Organization	Youth Service Bureaus of the YMCA of San Francisco
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Education
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The YMCA Community Resource Center (which is operated by the Youth Service Bureaus) provided input on homeless needs through its participation in the City's Homeless Outreach Team and the City's Emergency Rental Assistance Program.
7	Agency/Group/Organization	PROJECT 90
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities Services-homeless Substance Abuse and Recovery
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Project 90 provided input on homeless needs through its participation in the City's Homeless Outreach Team.
8	Agency/Group/Organization	Rebuilding Together Peninsula
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Rebuilding Together Peninsula provided input on housing needs during the February 26, 2020 CDBG needs assessment public hearing and April 22, 2020 final public hearing.
	Agency/Group/Organization	El Concilio of San Mateo County

9	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	El Concilio provided input on housing needs during the February 26, 2020 CDBG needs assessment public hearing and April 22, 2020 final public hearing.
10	Agency/Group/Organization	Community Overcoming Relationship Abuse
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CORA provided input on public service needs during the February 26, 2020 CDBG needs assessment public hearing and April 22, 2020 final public hearing.
11	Agency/Group/Organization	HIP Housing
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	HIP Housing provided input on housing and public service needs during the February 26, 2020 CDBG needs assessment public hearing and April 22, 2020 final public hearing.
12	Agency/Group/Organization	Center for Independence of Individuals with Disabilities
	Agency/Group/Organization Type	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CID provided input on housing needs during the February 26, 2020 CDBG Needs Assessment Public Hearing and April 22, 2020 final public hearing.
13	Agency/Group/Organization	Legal Aid Society of San Mateo County
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Legal Aid Society provided input on housing and public service needs during the February 26, 2020 CDBG Needs Assessment Public Hearing and April 22, 2020 final public hearing.
14	Agency/Group/Organization	PROJECT SENTINEL
	Agency/Group/Organization Type	Services - Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Project Sentinel provided input on public service needs during the February 26, 2020 CDBG needs assessment public hearing and April 22, 2020 final public hearing.
15	Agency/Group/Organization	Ombudsman Services of San Mateo County
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ombudsman provided input at the February 26, 2020 public hearing and April 22, 2020 final public hearing.
16	Agency/Group/Organization	IEP Collaborative
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	IEP Collaborative provided input on public service needs during the February 26, 2020 CDBG needs assessment public hearing and April 22, 2020 final public hearing.
17	Agency/Group/Organization	Friends for Youth
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	IEP Collaborative provided input on public service needs during the February 26, 2020 CDBG needs assessment public hearing and April 22, 2020 final public hearing.
18	Agency/Group/Organization	Rape Trauma Services
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Rape Trauma Services provided input on public service needs during the February 26, 2020 CDBG needs assessment public hearing and April 22, 2020 final public hearing.
19	Agency/Group/Organization	Star Vista
	Agency/Group/Organization Type	Services-homeless

What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	StarVista provided input on public service needs during the February 26, 2020 CDBG needs assessment public hearing and April 22, 2020 final public hearing.

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

All agency types were consulted.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	San Mateo County Human Services Agency	The City has identified the need for homeless services and housing and has set a goal to provide service enriched shelter and transitional housing for homeless individuals. This goal overlaps with the goals of the CoC as the CoC seeks to prevent homelessness, promote self-sufficiency of those that are homeless, and provide diverse homeless services.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Housing Our People Effectively (HOPE) 10-year Plan	San Mateo County Human Services Agency	The City has identified the need for homeless services and housing and has set a goal to provide service enriched shelter and transitional housing for homeless individuals. This goal overlaps with the goals of the HOPE Plan. Some of the HOPE Plan's goals are to increase homeless housing opportunities and to prevent and end homelessness by delivering flexible services.
Housing Element	City of South San Francisco	Short and Long-term planning for housing needs at a range of prices and rents.
Plan Bay Area 2040 and the CASA Compact	The Association of Bay Area Governments/Metropolitan Transportation Committee	Plan Bay Area is a regional blueprint that promotes compact, mixed use neighborhoods near transit. The CASA Compact is a set of policy recommendations to increase housing production for the region.

Table 3 - Other local / regional / federal planning efforts

Narrative

The City of South San Francisco, the County of San Mateo and the other entitlement jurisdictions (Daly City, San Mateo, and Redwood City) have developed a "CDBG Cohort" which meets regularly to enhance and streamline the CDBG process for both the jurisdictions and subrecipients. The CDBG Cohort collectively organizes community forums, requests for proposals, and joint monitoring of subrecipients.

Additionally, the CDBG Cohort has implemented the use of standardized applications, reporting, and reimbursement forms for subrecipients through a common online grant management system. The Cohort shares information regarding subrecipients and how to handle issues that may arise for the subrecipients such as reporting, invoicing, or actions needed to correct and track performance.

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

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

Pursuant to the City's Citizen Participation Plan, the following is a summary of the significant actions the City undertook in developing this Action Plan:

- **December 9, 2019 to January 16, 2020** – CDBG/HOME Administrative Funds Renewal Application Available
- **January 16, 2020** – Application Deadline
- **February 5, 2020** – Public Notice of Community Needs Assessment Hearing was published in the San Mateo County Times
- **February 5, 2020** – The City publicly noticed the Community Needs Assessment Hearing through the City's website, Twitter, and Facebook page. The City also sent individual email notifications to the CDBG FY 20-21 applicants and the City's CDBG and Economic & Community Development listservs.
- **February 18, 2020** – CDBG Subcommittee Meeting: Application Review
- **February 26, 2020** – Community Needs Assessment Hearing
- **March 2, 2020** – CDBG Subcommittee Meeting: Funding Recommendations
- **March 17, 2020** – Public Notice of Availability of the City's FY 20-21 Annual Action Plan and Notice of Public Hearing published in the San Mateo County Times
- **March 17, 2020** – The City publicly noticed the Availability of the City's FY 20-21 Annual Action Plan and Notice of Public Hearing the City's website, Twitter, and Facebook page. The City also sent individual email notifications to the CDBG FY 20-21 applicants and the City's CDBG and Economic & Community Development listservs.
- **March 23 to April 22, 2020** – 30-day public comment period on the City's FY 20-21 Annual Action Plan
- **April 22, 2020** – Final funding allocations and Public Hearing on the adoption of the City's FY 20-21 Annual Action Plan
- **May 15, 2020** – Deadline for submission of the City's FY 20- Annual Action Plan to HUD

The following are specific efforts made to broaden outreach and promote participation. These efforts to increase citizen participation helped

establish and/or reconfirm the City's housing and community development needs and were used as a basis for setting priorities. See Attachments 1 for additional information.

- **Public Hearing on Community Needs:** On February 26, 2020, the City held a public hearing to receive comments on the City's housing and community development needs. A notice for the hearing was published in the San Mateo County Times on February 5, 2020. The City received seventeen (17) public comments.
- **Public Hearing on the Action Plan Adoption:** On April 22, 2020, the City held a public hearing to receive comments on and adopt the City's Action Plan. A notice for the hearing was published in the San Mateo County Times on March 17, 2020. The City received **XXX (XX)** public comments. In light of the recent COVID-19 pandemic, the City's public hearings was conducted via teleconference.
- **Online Outreach:** The City noticed all of the CDBG related public hearings through the City's website and Facebook page. The City also sent email notifications to the current CDBG subrecipients and the City's CDBG and Economic & Community Development listservs.
- **Public Meetings:** The City held public CDBG Subcommittee meetings on February 18, 2020 and March 2, 2020. The approval of the Annual Action Plan took place on April 22, 2020 and was conducted through teleconference and online.

Citizen Participation Outreach

Table 4 – Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL
1	Public Hearing	<p>People of color</p> <p>Non-English Speakers- Specify other Language: Spanish</p> <p>Non-targeted/ broad community</p>	<p>On February 26, 2020, the City held a public hearing with the Mayor and City Council to receive public comments on the City’s Housing and community development needs. A public notice for the hearing, written in English and Spanish, was published in the San Mateo County Times on February 5, 2020. The hearing was also noticed through the City’s Facebook page. The City also sent email notifications to the current CDBG subrecipients and the City’s CDBG and Economic & Community Development listservs (See Attachments C)</p>	<p>The City received seventeen (17) public comments. All of the comments received were in support of different non-profits seeking CDBG or HOME Administrative funding. The comments described the nonprofits’ programs and their impact on the community while also thanking the City Council for their support. Further information regarding the comments is provided in Attachment C.</p>	<p>All comments were accepted.</p>	<p>http://www.ssf.net/1937/CDBG-Notices</p>
2	Public Noticing via Newspaper	<p>People of color</p> <p>Persons with Disabilities</p> <p>Non-targeted/ broad community</p>	<p>Published notices for public meetings/hearings were posted in the San Mateo County Times on Feb 5, 2020 and March 17, 2020.</p>	<p>No comments were received from the noticing. Comments were received at the noticed public meetings and hearings</p>	<p>All comments were accepted</p>	<p>See Attachment</p>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL
3	Public Hearing	<p>People of color</p> <p>Non-English Speakers- Specify other Language: Spanish</p> <p>Non-targeted/ broad community</p>	<p>On April 22, 2020, the City held a public hearing with the Mayor and City Council to receive public comments on the City's Annual Action Plan. A public notice for the hearing, written in English and Spanish, was published in the San Mateo County Times on March 17, 2020. The hearing was also noticed through the City's website and Facebook page. The City also sent email notifications to the current CDBG subrecipients and the City's CDBG and Economic & Community Development listservs (See Attachments C)</p>		All Comments Were Accepted	
4	Facebook Post	<p>People of Color Persons With Disabilities</p> <p>Non-Targeted/ Broad Community</p>	<p>On March 17, 2020, a post informing the general public about the meeting date, time, and place was posted on Facebook from the South San Francisco Economic and Community Development Facebook Page.</p>	<p>No comments were received from the noticing. Comments were received at the noticed public meetings and hearings.</p>	All Comments Were Accepted	See Attachment

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL
5	Email Broadcast / Blast	People of Color Persons With Disabilities Non-Targeted/ Broad Community	CBDG subrecipients and the City of South San Francisco's Economic and Community Development Department received an email on the details of the meeting on March 17, 2020. The email states to post in highly visible areas in order to get the word out that public comment was available for the CBDG from March 23 – April 22.	No comments were received from the noticing. Comments were received at the noticed public meetings and hearings.	All Comments Were Accepted	See Attachment

Expected Resources

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

Introduction

The City's FY 20-21-20 entitlement amount is \$493,573. The City is also supporting several projects funded from 2019-2020 and prior year funds. The final costs for these projects and the amounts expected to be available at the end of the year have not been finalized. The City is budgeting for approximately \$130,000 in prior years' uncommitted and roll-over funds. This gives the City a CDBG budget of approximately \$623,573 for FY 20-21. In addition, the City's estimates a HOME allocation of \$14,845 which provides the City with an overall budget of approximately \$638,418.

In addition to the City's yearly entitlement, as part of the Coronavirus Relief Bill (CARES Act), additional funding is also anticipated in the current fiscal year to aid those affected by COVID 19. The City has received a total of \$290,353. This funding is available for FY 19 and FY20. The funding for FY 20 is pending, as the City hopes to provide immediate assistance to as many businesses and residents in FY19.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation : \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public - Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	493,573	(Estimate) 30,000	(Estimate) 100,000	623,573	0	The City of South San Francisco is an entitlement jurisdiction and therefore receives an annual CDBG grant allocation from HUD, the City also receives a variable amount of Program Income.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation : \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME Funds	Public - Federal		14,845	0	0	14,845	0	The City of South San Francisco is part of the San Mateo County HOME Consortium. As a member of this consortium, the City receives 1% of the County's annual HOME allocation for administrative purposes.

Table 5 - Expected Resources – Priority Table

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

Leveraging CDBG funds continues to be a greater challenge with the dissolution of Redevelopment Agencies (RDA) statewide. In the past, CDBG funds were able to leverage significant amounts of RDA funding for housing and commercial projects. A reduction to CDBG entitlement amounts over the last few years have also required the City to cut funding to nearly half of the public service organizations. Overall, CDBG funding is insufficient to leverage significant funds and now can only be provided as a small match in attempt to secure what other non-federal funding might be available.

However, the City has been utilizing CDBG funding for smaller public right of way improvements that will ensure that the City is more competitive in future years for Cap and Trade funding. These improvements include upgrading intersection crossing for pedestrian safety and making the downtown more pedestrian friendly and accessible.

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

Over the years, the City's RDA acquired several residential and commercial properties; however, with the dissolution of RDAs, the City is required to sell all its properties and return all proceeds to the State. Therefore, the City is in the process of selling these commercial properties. In the past few years, the City has been selling the smaller residential properties, which have been occupied by low-income households. The City's Housing Investment Plan has stipulated, however, that the proceeds received from the sale must be used to replace the unit somewhere else in the City. The City has not sold all of

the residential properties, and still has six residential units that are being leased to low income households.

Discussion

CDBG funds have also helped improve city-owned properties that are used to provide services to low and moderate income or special needs residents such as parks, libraries, the boys and girls club, senior center and right of way improvements. CDBG funds do not subsidize, in any way, the operations of those city-owned facilities but have provided accessibility and non-routine maintenance improvements.

DRAFT

Annual Goals and Objectives

AP-20 Annual Goals and Objectives – 91.420, 91.220€(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase, Maintain, & Improve Affordable Housing	2018	2022	Affordable Housing	SSF Downtown Tracts 6021, 6022	Affordable Housing	CDBG: \$204,750	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 44 Households Assisted
2	Provide Public Services to Improve Quality of Life	2018	2022	Non-Housing Community Development	SSF Downtown Tracts 6021, 6022	Public Services	CDBG: \$56,053	Public service activities other than Low/Moderate Income Housing Benefit: 447 Persons Assisted
3	Provide Service-Enriched Homeless Shelters	2018	2022	Homeless	SSF Downtown Tracts 6021, 6022	Homeless Services and Housing	CDBG: \$26,200	Homeless Person Overnight Shelter: 98 Persons Assisted
4	Preserve and Improve Public Facilities	2018	2022	Public Facility Improvements	SSF Downtown Tracts 6021, 6022	Public Facilities Improvements	CDBG: \$50,000	Safety and accessibility improvements

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Economic Development	2019	2022	Economic Development	Citywide	Economic Development	\$200,000	Provide economic development assistance to businesses in response to COVID-19

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Increase, Maintain, & Improve Affordable Housing
	Goal Description	For FY 20-21, the City will implement the following activities in order to meet this goal: housing rehabilitation, minor home repair, emergency home repair grants, debris box vouchers, and accessibility modification programs.
2	Goal Name	Provide Public Services to Improve Quality of Life
	Goal Description	For FY 20-21, the City will allocate 15% of its annual entitlement and 15% of its prior year program income to non-profit organizations that provide public services. The City anticipates serving 447 low to moderate-income residents in FY 20-21.

3	Goal Name	Provide Service-Enriched Homeless Shelters
	Goal Description	There is a significant need for service-enriched shelters and transitional housing for both homeless individuals and families as the City has experienced a significant increase in chronically homeless and transients, especially in the Downtown. The City will address this need by providing public service funds to Samaritan House and CORA. Samaritan House operates the Safe Harbor Shelter located in South San Francisco, which provides 90 beds to homeless individuals. CORA provides emergency shelter for those seeking refuge from domestic violence or abuse. The City will also continue to work with the Homeless Outreach Team (HOT) to move the most difficult, long-term homeless/transient individuals out of the Downtown area by placing them in emergency shelters and connecting them with County medical and rehabilitation services. This includes the City's participation in the HOT's Case Manager Group and Oversight Committee.
4	Goal Name	Preserve and Improve Public Facilities
	Goal Description	The City of South San Francisco may use these funds to support investments in predevelopment activities for infrastructure and public facilities. These predevelopment activities may be used to assemble sites for affordable housing or provide infrastructure that would benefit the community. Additionally, it is likely that the City will use these funds to improve public facilities, such as improvements to Park facilities and funding ADA improvements,
5	Goal Name	Economic Development Assistance
	Goal Description	Avoid job loss caused by business closures related to Corona Virus 2019 (COVID 19) and the social distancing regulations implemented by the State and Federal government.

AP-35 Projects - 91.420, 91.220(d)

Introduction

The City plans to implement the following projects:

Public Services	
IEP Collaborative	Advocacy services and training for low-income youth with disabilities and their families
Friends for Youth	Quality mentoring and support services to underserved, vulnerable youth through community –based 1:1 mentoring
Rape Trauma Services Center	Mental health services to address the multiple healing needs of child survivors of sexual trauma
Star Vista	Subsidized apartments and case management services for emancipated foster youth plus essential life skills training
Ombudsman Services of San Mateo County, Inc.	Advocacy services to elderly and developmentally disabled individuals
Service-Enriched Homeless Shelters *	
Community Overcoming Relationship Abuse (CORA)	Emergency shelter for victims and survivors of domestic violence and their children
Samaritan House	Operates the Safe Harbor Shelter, a 90-bed homeless shelter that provides emergency and transitional housing for homeless adults
Minor Home Repair Programs	
Center for Independence of Individuals with Disabilities (CID) - Housing Accessibility Modification Program	Installs ramps, grab bars, and other modifications to make a home accessible to individuals with disabilities
El Concilio - Peninsula Minor Home Repair	Minor home repairs for low-income households to make their home eligible for energy/weatherization improvements that would otherwise not be completed and increase energy and water conservation
Rebuilding Together Peninsula (RTP) - National Rebuilding Day	Program that utilizes volunteers to rehabilitate homes on National Rebuilding Day
Rebuilding Together Peninsula (RTP) - Safe at Home	A year round program that addresses minor repair needs

**Homeless shelters are a subcategory under the Public Services*

City-Sponsored Housing Rehabilitation Program

This program provides grants to low-income families for housing alterations and repairs that correct code deficiencies and/or improve the health and safety for homeowners and residents.

Public Improvement Projects

These funds may be used towards Public Improvements to City Facilities as well as within the Public Right of Way in low/mod areas. The funds may support investments in predevelopment activities for infrastructure and public facilities. These predevelopment activities may be used to assemble sites for affordable housing or provide infrastructure that would benefit the community as a whole.

In addition, the City is exploring the idea of using the Section 108 Loan Program. The loan would provide a greater impact for capital improvement projects in low and moderate neighborhoods, especially since construction and acquisition costs have been increasingly cost-prohibitive.

CDBG Administration

The City will use 20% of its entitlement and current year program income to administer the CDBG program.

Fair Housing (\$14,845)*

Project Sentinel (\$14,845) provides comprehensive fair housing services of complaint investigation, community outreach, and education.

**HOME Administrative Funds are not reported in HUD's Integrated Disbursement & Information System (IDIS)*

#	Project Name
1	Public Services
2	Service Enriched Homeless Shelters
3	Minor Home Repair Program
4	Housing Rehabilitation Program
5	Public Facility Improvement Projects
6	Planning and Administration
7	Economic Development

Table 7 – Project Information

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

Given the limited funds available, the City prioritizes activities, which provided maximum benefit to the community. The majority of the City's CDBG funds are allocated to supporting housing rehabilitation and public improvements because these types of activities are not restricted by spending limitations and are highly impactful. Further, it is intended that CDBG money will be utilized for the 'last mile' of funding for projects that may not otherwise be completed. A major funding obstacle continues to be sufficiently supporting the wide variety of crucial public services needed in the City due to federal spending limits specific to public services. While the public service need far exceeds the funds available to provide those services, the City has selected those activities, which would be most effective.

The City has also prioritized economic development assistance in FY 20. The City dedicated funds towards economic development assistance for businesses adversely affected by the COVID-19 pandemic.

AP-38 Project Summary
Project Summary Information

DRAFT

1	Project Name	Public Services
	Target Area	SSF Downtown Tracts 6021, 6022
	Goals Supported	Provide Public Services to Improve Quality of Life
	Needs Addressed	Public Services
	Funding	CDBG: \$56,053
	Description	For FY 20-21 the City will allocate 15% of its annual entitlement to non-profit organizations that provide public services.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	447 extremely low- to low-income individuals are estimated to benefit from the proposed activities.
	Location Description	<p>City-Wide</p> <ul style="list-style-type: none"> • Friends for Youth 1741 Broadway Redwood City, CA 94063-2483 • IEP Collaborative 851 N. San Mateo Cr. Ste H #4 San Mateo, CA 94401-2217 • Ombudsman Services of San Mateo County, Inc. 711 Nevada St. Redwood City, CA 94061-1555 • Rape Trauma Services Center 1860 El Camino Real, Suite 406 Burlingame, CA 94010-3117 • StarVista 701 Grand Ave South San Francisco, CA 94080-2553

	<p>Planned Activities</p> <ul style="list-style-type: none"> • Friends for Youth <u>\$5,000 of available public services funding:</u> Mentoring and support services to underserved, vulnerable youth through community –based 1:1 mentoring • IEP Collaborative <u>\$5,053 of available public services funding:</u> Advocacy training for low-income and youth with disabilities • Ombudsman Services of San Mateo County, Inc. <u>\$20,000 of available public services funding:</u> Advocacy services to elderly and developmentally disabled individuals • Rape Trauma Services Center <u>\$15,000 of available public services funding:</u> Mental health services to address the multiple healing needs of child survivors of sexual trauma. • StarVista <u>\$11,000 of available public services funding:</u> Subsidized apartments and case management services for emancipated foster youth plus essential life skills training. 																
2	<table border="1"> <tr> <td data-bbox="527 934 852 989">Project Name</td> <td data-bbox="852 934 1430 989">Service Enriched Homeless Shelters</td> </tr> <tr> <td data-bbox="527 989 852 1043">Target Area</td> <td data-bbox="852 989 1430 1043">SSF Downtown Tracts 6021, 6022</td> </tr> <tr> <td data-bbox="527 1043 852 1098">Goals Supported</td> <td data-bbox="852 1043 1430 1098">Provide Service-Enriched Homeless Shelters</td> </tr> <tr> <td data-bbox="527 1098 852 1152">Needs Addressed</td> <td data-bbox="852 1098 1430 1152">Homeless Services and Housing</td> </tr> <tr> <td data-bbox="527 1152 852 1207">Funding</td> <td data-bbox="852 1152 1430 1207">CDBG: \$26,200</td> </tr> <tr> <td data-bbox="527 1207 852 1472">Description</td> <td data-bbox="852 1207 1430 1472">The City will address the need for service-enriched shelters and transitional housing by providing public service funds to Samaritan House and CORA. Samaritan House operates the Safe Harbor Shelter located in South San Francisco, which provides 90 beds to homeless individuals. CORA provides emergency shelter for those seeking refuge from domestic violence or abuse.</td> </tr> <tr> <td data-bbox="527 1472 852 1526">Target Date</td> <td data-bbox="852 1472 1430 1526">6/30/2021</td> </tr> <tr> <td data-bbox="527 1526 852 1745">Estimate the number and type of families that will benefit from the proposed activities</td> <td data-bbox="852 1526 1430 1745">98 Homeless persons provided overnight shelter.</td> </tr> </table>	Project Name	Service Enriched Homeless Shelters	Target Area	SSF Downtown Tracts 6021, 6022	Goals Supported	Provide Service-Enriched Homeless Shelters	Needs Addressed	Homeless Services and Housing	Funding	CDBG: \$26,200	Description	The City will address the need for service-enriched shelters and transitional housing by providing public service funds to Samaritan House and CORA. Samaritan House operates the Safe Harbor Shelter located in South San Francisco, which provides 90 beds to homeless individuals. CORA provides emergency shelter for those seeking refuge from domestic violence or abuse.	Target Date	6/30/2021	Estimate the number and type of families that will benefit from the proposed activities	98 Homeless persons provided overnight shelter.
Project Name	Service Enriched Homeless Shelters																
Target Area	SSF Downtown Tracts 6021, 6022																
Goals Supported	Provide Service-Enriched Homeless Shelters																
Needs Addressed	Homeless Services and Housing																
Funding	CDBG: \$26,200																
Description	The City will address the need for service-enriched shelters and transitional housing by providing public service funds to Samaritan House and CORA. Samaritan House operates the Safe Harbor Shelter located in South San Francisco, which provides 90 beds to homeless individuals. CORA provides emergency shelter for those seeking refuge from domestic violence or abuse.																
Target Date	6/30/2021																
Estimate the number and type of families that will benefit from the proposed activities	98 Homeless persons provided overnight shelter.																

	Location Description	<ul style="list-style-type: none"> • Community Overcoming Relationship Abuse (CORA) Address Suppressed • Samaritan House: Safe Harbor Shelter 295 North Access Road South San Francisco, CA 94080-690
	Planned Activities	<ul style="list-style-type: none"> • Community Overcoming Relationship Abuse (CORA) <u>\$10,200 of available public services funding:</u> Emergency shelter for victims and survivors of domestic violence and their children • Samaritan House: Safe Harbor Shelter <u>\$16,000 of available public services funding:</u> Operates the Safe Harbor Shelter, a 90-bed homeless shelter that provides emergency and transitional housing for homeless adults
3	Project Name	Minor Home Repair Program
	Target Area	SSF Downtown Tracts 6021, 6022
	Goals Supported	Increase, Maintain, & Improve Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$107,750
	Description	For FY 20-21 the City will allocate funding to various non-profits that provide minor home repairs and accessibility modifications to low income homeowners.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates serving 30 low-income households.
	Location Description	<ul style="list-style-type: none"> • Center for Independence of Individuals with Disabilities 2001 Winward Way, Suite 103 San Mateo, CA 94404 • El Concilio of San Mateo County 1419 Burlingame Avenue, Suite N Burlingame, CA 94010-4123 • Rebuilding Together Peninsula 841 Kaynyne Street Redwood City, CA 94063-3000

	<p>Planned Activities</p> <ul style="list-style-type: none"> CID - Housing Accessibility Modification Program <u>\$10,000 of Minor Home Repair funding:</u> Installs ramps, grab bars, and other modifications to make a home accessible. El Concilio - Peninsula Minor Home Repair <u>\$27,000 of Minor Home Repair funding:</u> Minor home repairs for low-income households to make their home eligible for energy/weatherization improvements Minor home repairs for low-income households to make their home eligible for energy/weatherization improvements. Rebuilding Together - National Rebuilding Day <u>\$15,750 of Minor Home Repair funding:</u> Program that utilizes volunteers to rehabilitate homes on National Rebuilding Day. Rebuilding Together - Safe at Home <u>\$55,000 of Minor Home Repair funding:</u> A year-round program that addresses minor repair needs. 																		
4	<table border="1"> <tr> <td data-bbox="527 1052 857 1108">Project Name</td> <td data-bbox="857 1052 1430 1108">Housing Rehabilitation Program</td> </tr> <tr> <td data-bbox="527 1108 857 1165">Target Area</td> <td data-bbox="857 1108 1430 1165">SSF Downtown Tracts 6021, 6022</td> </tr> <tr> <td data-bbox="527 1165 857 1222">Goals Supported</td> <td data-bbox="857 1165 1430 1222">Increase, Maintain, & Improve Affordable Housing</td> </tr> <tr> <td data-bbox="527 1222 857 1278">Needs Addressed</td> <td data-bbox="857 1222 1430 1278">Affordable Housing</td> </tr> <tr> <td data-bbox="527 1278 857 1335">Funding</td> <td data-bbox="857 1278 1430 1335">CDBG: \$97,000</td> </tr> <tr> <td data-bbox="527 1335 857 1472">Description</td> <td data-bbox="857 1335 1430 1472">Provides low interest loans and grants to low-income families for housing alterations and repairs that correct code deficiencies and/or improve the health and safety of the home.</td> </tr> <tr> <td data-bbox="527 1472 857 1528">Target Date</td> <td data-bbox="857 1472 1430 1528">6/30/2021</td> </tr> <tr> <td data-bbox="527 1528 857 1745">Estimate the number and type of families that will benefit from the proposed activities</td> <td data-bbox="857 1528 1430 1745">Two (2) Households will be provided loans, ten (10) households will receive emergency housing vouchers, two (2) households will receive debris box vouchers.</td> </tr> <tr> <td data-bbox="527 1745 857 1797">Location Description</td> <td data-bbox="857 1745 1430 1797">This program is available citywide for low/mod income households.</td> </tr> </table>	Project Name	Housing Rehabilitation Program	Target Area	SSF Downtown Tracts 6021, 6022	Goals Supported	Increase, Maintain, & Improve Affordable Housing	Needs Addressed	Affordable Housing	Funding	CDBG: \$97,000	Description	Provides low interest loans and grants to low-income families for housing alterations and repairs that correct code deficiencies and/or improve the health and safety of the home.	Target Date	6/30/2021	Estimate the number and type of families that will benefit from the proposed activities	Two (2) Households will be provided loans, ten (10) households will receive emergency housing vouchers, two (2) households will receive debris box vouchers.	Location Description	This program is available citywide for low/mod income households.
Project Name	Housing Rehabilitation Program																		
Target Area	SSF Downtown Tracts 6021, 6022																		
Goals Supported	Increase, Maintain, & Improve Affordable Housing																		
Needs Addressed	Affordable Housing																		
Funding	CDBG: \$97,000																		
Description	Provides low interest loans and grants to low-income families for housing alterations and repairs that correct code deficiencies and/or improve the health and safety of the home.																		
Target Date	6/30/2021																		
Estimate the number and type of families that will benefit from the proposed activities	Two (2) Households will be provided loans, ten (10) households will receive emergency housing vouchers, two (2) households will receive debris box vouchers.																		
Location Description	This program is available citywide for low/mod income households.																		

	Planned Activities	<ul style="list-style-type: none"> • Housing Rehabilitation Loans 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 Vouchers Provides low-income families grants of up to \$5,500 to make emergency safety and/or code violation repairs. • Debris Box Vouchers Provides low-income families with a debris box to clear code violations and clean up conditions that affect the health, safety or appearance of properties.
5	Project Name	Public Facility Improvement Projects
	Target Area	SSF Downtown Tracts 6021, 6022
	Goals Supported	Preserve and Improve Public Facilities
	Needs Addressed	Public Facilities Improvements
	Funding	CDBG: \$50,000
	Description	CDBG funds can provide partial funding for accessibility and improvements to a public improvement project.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates undertaking one (1) public improvements projects next year
Location Description	<p>The Public Improvement project will be implemented in the Service Areas (See Attachment D: Service Area Map). The Census tracts comprising these service areas are 6021.</p> <p>The City's priorities are to invest in the Downtown and Uptown areas, however it is sometimes difficult to identify and implement Right of Way Improvement Projects in these areas. Therefore, expanding the Services Areas to the greater LMA areas will allow the City to utilize its CDBG entitlement more effectively, whilst additionally benefitting a greater population.</p> <p>The City has identified these census tracts to be a local target area as more than 50% of residents in this area are considered low to moderate income (see Attachment D). This local target area also meets the CDBG Low to Moderate Area Benefit (LMA) requirements.</p>	

	Planned Activities	These funds will be used for public facility and infrastructure improvements in low/mod areas.
6	Project Name	Planning and Administration
	Target Area	SSF Downtown Tracts 6021, 6022
	Goals Supported	Increase, Maintain, & Improve Affordable Housing Preserve and Improve Public Facilities Provide Public Services to Improve Quality of Life Provide Service-Enriched Homeless Shelters
	Needs Addressed	Public Services Affordable Housing Economic Development Services Homeless Services and Housing Public Facilities Improvements
	Funding	CDBG: \$104,715 HOME Administrative Funds: \$14,845
	Description	The City will use 20% of its entitlement to administer the CDBG program.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	NA
	Location Description	NA
	Planned Activities	The City will use 20% of its entitlement and current year program income to administer the CDBG program. HOME funds will be used to support Fair Housing Services in the City.
7	Project Name	Economic Development Assistance
	Goals Supported	Avoid job loss caused by business closures related to Corona Virus 2019 (COVID 19) and the social distancing regulations implemented by State and Federal governments.
	Needs Addressed	Economic Development Needs Business Retention Employee Retention

Funding	CDBG: \$150,000
Description	The Economic Development Assistance Program is designed to assist businesses through the provision of financial assistance. Financial assistance is in the form of a forgivable no interest loan that is predicated on the maintenance of jobs for moderate- and low-income persons. Maximum assistance under the program is \$35,000. One permanent full-time equivalent position for moderate- and low-income persons is required.
Target Date	June 2021
Estimate the number and type of recipients that will benefit from the proposed activities	4
Location Description	Citywide
Planned Activities	Financial assistance is in the form of a forgivable no interest loan that is predicated on the creation of maintenance of jobs for moderate- and low-income persons.

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

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

The City has identified the census blocks with more than 50% of residents with low to moderate household incomes. Using HUDs CPD Maps website as a guide, as well as using HUDs GIS dataset, the City has created a CDBG Service Areas map for South San Francisco (see Attachment D). These Service Areas generally meet the CDBG Low to Moderate Area Benefit (LMA) requirements, however the area known as East 101, is predominantly industrial activities, and CDBG funding will not be spent in this region.

The below census blocks meet the meets the CDBG Low to Moderate Area Benefit (LMA) requirements:

- 601700-1
- 601901-2, 601902-1, 601902-3
- 602000-5
- 602100-1, 602100-3
- 602200-1, 602200-2, 602200-3, 602200-4, 602200-5
- 602300-1
- 602400-1
- 602600-1, 602600-2, 602600-4.

The City will direct assistance to these areas through public improvement projects

Geographic Distribution

Target Area	Percentage of Funds
SSF Downtown Tracts 6021	40

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City designates these areas as target areas for funding services because a majority of those who reside and/or receive services in this area are low income. Therefore, improvements made to this area, through activities like public right of way beautification projects, create a citywide benefit.

Discussion

Many of the City's service providers are located either outside of the CDBG Target area or are regional providers with headquarters in other jurisdictions, but who specifically serve South San Francisco residents. The City works to find a balance between funding projects to assist residents in the low-

income neighborhoods, with services that serve low-income residents city-wide.

DRAFT

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

Introduction

A lack of resources and the current market conditions have presented barriers to affordable housing. Currently, there is a lack of sufficient federal, state, and county funds to create new affordable housing. Federal tax credits are very limited and extremely competitive. Furthermore, the County resources, which consist only of HOME funds, have been drastically reduced and remain extremely competitive.

Additionally, the dissolution of RDAs signifies a tremendous loss of resources available for affordable housing. In prior years, RDA funds were used to develop numerous affordable housing units while also bolstering the City's CDBG program. Due to the dissolution of the RDA, it is now necessary to piece together several years of funding allocations and grants, thus requiring at least 5 to 7 sources of funds to be able to construct new housing on the Peninsula. These sources have consequently reduced as well. As such, cities will not be able to meet their state mandated housing production requirements, especially for affordable housing units.

In addition to limited resources, the current market conditions have created an unsustainable housing cost environment due to inflated rents and expensive home/land prices. According to the 2018 American Community Survey 5-Year Estimates, 53% of renters in South San Francisco are paying more than 35% of their income towards rent. Additionally, 25% of homeowners in South San Francisco with a mortgage are spending 35% or more of their household income on housing costs (2014-2018) American Community Survey 5-Year Estimates). This data signifies that a large portion of South San Francisco households are living in unaffordable housing which in turn is putting them at risk of becoming homeless.

While the City actively makes efforts to provide affordable housing to residents, the lack of resources and market conditions pose as formidable barriers. Therefore, the City is continually seeking new and innovative ideas to overcome these barriers. In 2018, the City made strides in addressing the housing shortage by adopting several affordable housing policies. This includes adopting an inclusionary housing policy and a commercial linkage fee. The inclusionary policy allows the City to increase its below market rate units by requiring any new rental and for-sale sale residential units consisting of five more units. In addition, the Commercial Linkage fee expands the City's affordable housing funds through office and commercial developer fees.

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

policies affecting the return on residential investment

The City will continue to monitor and identify areas of improvement in its public policies in order to foster and maintain the supply of affordable housing and to remove barriers to affordable housing development. The City will also continue to maintain and encourage affordable housing development by:

- Implementing zoning to ensure there is an adequate supply of land to meet its Association of Bay Area Governments (ABAG) regional housing needs allocation.
- Continuing to implement the City's Inclusionary Housing Ordinance; this requires that a percentage of new "for sale" residential units are made available as Below Market Rate (BMR) units for low income residents. The City will also continue to support its existing BMR units.
- Investigating new sources of funding for the City's affordable housing programs and working with non-profit developers to promote the development of affordable housing for lower income households.
- Considering fee waivers or deferrals of planning, building, and impact fees for affordable housing developments.
- Removing government and public infrastructure constraints to affordable housing development through administrative support, intergovernmental cooperation, public-private partnerships, and permit streamlining.
- Continuing to cooperate with other governmental agencies and take an active interest in seeking solutions to area-wide housing problems.
- Encouraging the construction of Accessory Dwelling Units by expedited permitting and providing architectural plans for residents.

Discussion

The City is continuously looking for opportunities to help address housing needs in the community, especially for lower-income residents. The City hopes to find additional opportunities for partnership in meeting housing needs.

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

Introduction

The following sections describe the actions and efforts the City will make to address things such as meeting underserved needs, affordable housing, and lead-based paint hazards. Many of these actions are based upon the importance of coordinating with other jurisdictions, local service providers, and the private sector. In a time with limited funding available, the City's focus will be on creativity and collaboration in order to meet more needs of the community.

Actions planned to address obstacles to meeting underserved needs

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 planned to foster and maintain affordable housing

Listed below are actions the City plans to take to foster and maintain affordable housing:

- Promote the construction of lower cost units by providing incentives to developers and encouraging mixed-use projects, second units, density bonuses, loft-style units, and manufactured housing.
- Strive to preserve and maintain existing affordable housing by using state and federal funds to the fullest extent to rehabilitate existing housing units. Additionally, the City will continue to support affordable housing for groups with special needs, including seniors, the disabled, and the homeless.
- Continue to implement its Inclusionary Housing Ordinance that requires a percentage of new "for sale" residential units be made available as Below Market Rate (BMR) units for low-income residents. The City will also continue to support its existing BMR units.
- Provide a "how to guide" for developers who are introducing new BMR units to the market which provides guidance regarding resident selection, monitoring etc.

Actions planned to reduce lead-based paint hazards

The City will continue to incorporate lead testing and lead safe work practices into all rehabilitation projects it funds. Additionally, the City makes lead-based paint information available on its website, to all the local non-profit agencies, to homeowners and renters. The City also provides loans and grants to

homeowners and public facilities to abate lead-based paint hazards. The City is also working with the County to access more funds for lead-based paint rehabilitation projects.

Actions planned to reduce the number of poverty-level families

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

First, the City has acquired housing units over the years and converted them into affordable rental units. The City manages the units and rents them at affordable rates to assist low-income families whose incomes do not support market rate housing costs. These efforts help reduce the number of families living in poverty by providing them with affordable housing costs. Additionally, the City has provided some of these units to the County's Emancipated Foster Youth Program to provide affordable housing for youth who have transitioned out of the foster care system. Additionally, the City's housing rehabilitation program offers low- and moderate-income homeowners the opportunity to bring their homes to current building and safety standards by providing low interest loans and grants. This improves living conditions in a manner that does not create an economic burden on the family.

It is also important to note that non-profit organizations in South San Francisco play an important role in providing affordable housing, food, childcare, clothing, and other emergency services to low income residents. The City partially funds and monitors these organizations through the CDBG Program.

Through this multitude of efforts, in collaboration with non-profit agencies, the City is continually working to help reduce the number of families living in poverty. With that said, there are significant challenges to accomplishing this long-term goal. The biggest barrier to the provision of services to lower income families and those at risk of becoming homeless is the lack of adequate state, county, and federal funds for social service activities. For example, CDBG funding for public services is limited to 15% of the City's entitlement amount and 15% of prior year program income. Since the City does not know how much program income will be received in a given year, and since program income is often received after the Action Plan has been drafted and the budgets have been set, it can be difficult to incorporate program income into services funding. The City continues to strive for efforts that creatively and efficiently work with these constraints.

Actions planned to develop institutional structure

City will make the following efforts to improve institutional structure:

Continue to assist the homeless and those at risk of becoming homeless by supporting non-profits that offer solutions and services to the homeless and continue working with the Homeless Outreach Team (HOT)

- Continue to work with the other local jurisdiction as part of the CDBG Work Group in order to increase collaboration and make administrative and monitoring processes more standardized,

compliant, and efficient

- Continue to build and improve relationships with local service providers
- Continue to coordinate and participate in the Continuum of Care

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

The City plans to take the following actions to enhance coordination in the implementation of the City's Action Plan:

- Continue to collaborate with the County of San Mateo, private housing developers, lenders, and non-profit housing developers in order to create more affordable housing
- Continue to participate in the CDBG Work Group and to improve CDBG administrative processes for both subrecipients and City staff
- Continue to fund non-profit agencies serving low-income residents
- Encourage collaboration and cooperation among local service providers
- Continue to participate in the CoC Steering Committee
- Continue to participate in the San Mateo County HOME Consortium and to serve on the San Mateo County's Housing & Community Development Committee (HCDC)
- Support workforce development partnerships that serve residents and employees in South San Francisco
- Continue working with regional economic development groups and promote economic development collaborations
- Work with businesses and the Chamber of Commerce on downtown beautification and other projects to improve the downtown
- Continue to work with the Homeless Outreach Team; this includes the City's participation on the HOT's Case Manager Group and Oversight Committee

Discussion

The City has complied with the workout plan developed in 2017. The City continues to work with HUD to comply with timeliness deadlines.

Program Specific Requirements

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

Introduction

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

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

Discussion

ATTACHMENTS

ATTACHMENT A – Budget

ATTACHMENT B – Public Notices

ATTACHMENT C – Citizen Participation Comments

ATTACHMENT D – Map of Areas of Low and Moderate Income

DRAFT

ATTACHMENT A

Attachment 2		
Community Development Block Grant Program		
FUNDS AVAILABLE		
CDBG	FY 20-21	FY 19-20 (Actual)
Entitlement Amount	493,573	466,637
Prior Years Uncommitted Funds (Estimated Rollover)	100,000	386,494
Program Income Estimate	30,000	80,245
Total	623,573	933,376
SPENDING LIMITS FOR CDBG FUNDS		
PUBLIC SERVICES	Estimate	Actual
15 % of FY 20-21 Entitlement	74,036	69,996
15% of Prior Year Program Income	12,037	20,604
Total Public Service Limit	86,073	90,600
CDBG ADMINISTRATION		
20% of FY 20-21 Entitlement	98,715	93,327
20% of Estimated Current Year Program Income	6,000	16,049
Total Administration Limit	104,715	109,376
NON-RESTRICTED CDBG FUNDS		
CAPITAL IMPROVEMENTS/PUBLIC FACILITIES	Estimate	Estimate
Capital Improvements Projects	50,000	206,000
MINOR HOME REPAIR PROGRAMS	107,750	138,250
CITY SPONSORED ACTIVITIES		
Housing Rehabilitation Program	-	-
Debris Box Vouchers	2,000	2,000
Emergency Home Repairs	50,000	10,000
Total City Sponsored Activities	52,000	12,000
Total Non-Restricted Funds	209,750	356,250
Economic Development Program	200,000	400,000

ATTACHMENT B

Legal Ad- February 5

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SOUTH SAN FRANCISCO, CA 94083

COPY OF NOTICE

Notice Type: HRG NOTICE OF HEARING
Ad Description NOTICE OF PUBLIC HEARING February 26, 2020

To the right is a copy of the notice you sent to us for publication in the SAN MATEO COUNTY TIMES. Please read this notice carefully and call us with any corrections. The Proof of Publication will be filed with the County Clerk, if required, and mailed to you after the last date below. Publication date(s) for this notice is (are):

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CNS 3338717

NOTICE OF PUBLIC HEARING
City of South San Francisco
Community Development Block Grant Program
Wednesday, February 26, 2020
City Council Chambers
33 Arroyo Drive
7:00 p.m.

The City of South San Francisco anticipates receiving approximately \$400,000 in Community Development Block Grant funds for the 2020-21 fiscal year from the U.S. Department of Housing and Urban Development. The purpose of the public hearing is to hear public testimony on the City's housing and community development needs for the One-Year Action Plan. For more information, contact Economic and Community Development at (650) 829-6620. Translation services can be made available for non-English speakers and hearing impaired by contacting the number above by February 19, 2020.

Aviso de Audiencia Publica
La ciudad de South San Francisco
El Programa de Desarrollo y Asistencia Comunitario
miércoles 14 de febrero, 2020 a las 7:00 p.m.
33 Arroyo Drive

Si necesita servicios de traducción en la audiencia pública, favor de llamar nuestra oficina entre 9 de la mañana y 5 de la tarde antes del 19 de febrero, 650-829-6620.

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Notice Type: HRG NOTICE OF HEARING
Ad Description: NOTICE OF PUBLIC HEARING April 22, 2020

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CNS 3351750

NOTICE OF PUBLIC HEARING
City of South San Francisco
Community Development
Block Grant Program
(CDBG)
Wednesday, April 22, 2020
at 7:00 pm
City Council Chambers, 33
Arroyo Drive
The City of South San Francisco is holding a public hearing regarding the 2020-21 One-Year Action Plan ("Plan"). The Plan identifies Community Development Block Grant Program (CDBG) funding priorities and describes the activities the City will undertake to address the City's housing, community, and economic development needs. The Plan will be adopted by City Council on April 22, 2020 and will be submitted to the U.S. Department of Housing and Urban Development (HUD) by May 15, 2020. The Plan is available for a 30-day public review period from March 23 to April 22, 2020. Copies of the Plan are available at www.ssf.net, all City Council members, and the Department of Economic and Community Development. For additional copies, call 650-829-6620. The public can comment on the Plan at the April 22, 2020 City Council Public Hearing or submit written comments by April 22, 2020 to CDBo@ssf.net or to the address below: City of South San Francisco Department of Economic and Community Development 400 Grand Avenue South San Francisco, CA 94080 Translation services can be provided to non-English speaking and hearing-impaired residents who wish to attend the hearing. In addition, if you have a disability and require a reasonable accommodation to participate, please call 650-829-6620 by Friday, April 17, 2020. Summary of the Plan The City's FY 20-21 budget is estimated to be \$837,840 and consists of: \$433,513 - entitlement amount, \$130,000 - prior year uncommitted funds, \$14,840 - HOME administrative funds. The CDBG Subcommittee has made preliminary priority recommendations for funding expenditures for FY 20-21. These are

community and residents' needs and Park and Recreation upgrades. Note these recommendations are subject to City Council action at the public hearing.
Aviso de Audiencia Publica y disponibilidad Plan Anual del Programa de Desarrollo y Asistencia Comunitaria
Miércoles 22 de abril, 2020
7:00 pm
33 Arroyo Drive
Si necesita servicios de traducción en la audiencia pública, favor de llamar nuestra oficina entre 8 de la mañana y 5 de la tarde antes del 17 de abril, 650-829-6620.
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To be placed here

Annual Action Plan
2020

Facebook Post – March 17, 2020

Summary of the Plan

The City's FY 20-21 budget is estimated to be \$637,840 and consists of: \$493,573 – entitlement amount, \$130,000 – prior year uncommitted funds. \$14,840 – HOME administrative funds. The CDBG Subcommittee has made preliminary priority recommendations for funding expenditures for FY 20-21. These are community and residents' needs and Park and Recreation upgrades. Note these recommendations are subject to City Council action at the public hearing.

Aviso de Audiencia Pública y disponibilidad

Plan Anual del Programa de Desarrollo y Asistencia Comunitaria

Miércoles 22 de abril, 2020

7:00 pm

33 Arroyo Drive

Si necesita servicios de traducción en la audiencia pública, favor de llamar nuestra oficina entre 8 de la mañana y 5 de la tarde antes del 17 de abril, 650-829-6620



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Notice published on City of South San Francisco website

Public Notice
City of South San Francisco
Community Development Block Grant (CDBG) Program

Wednesday, February 26, 2020

City Council Chambers

33 Arroyo Drive

7:00 p.m.

The City of South San Francisco anticipates receiving approximately \$400,000 in Community Development Block Grant funds for the 2020-21 fiscal year from the U.S. Department of Housing and Urban Development. The purpose of the public hearing is to hear public testimony on the City's housing and community development needs for the One-Year Action Plan. For more information, contact Economic and Community Development at (650) 829-6620. Translation services can be made available for non-English speakers and hearing impaired by contacting the number above by February 19, 2020.

Aviso de Audiencia Pública
La ciudad de South San Francisco
El Programa de Desarrollo y Asistencia Comunitario

miércoles 14 de febrero, 2020 a las 7:00 p.m.

33 Arroyo Drive

Si necesita servicios de traducción en la audiencia pública, favor de llamar nuestra oficina entre 9 de la mañana y 5 de la tarde antes del 19 de febrero, 650-829-6620.



Email to Subrecipients

From: [Romasanta, Kristian](#)
To: [Romasanta, Kristian](#)
Bcc: _____

Subject: Notice of CDBG Action Plan Public Hearing
Date: Thursday, March 19, 2020 2:14:38 PM

Dear CDBG Interested Person:

I hope you are healthy and well. I'd like to inform you that we will be holding South San Francisco's [CDBG Action Plan Public Hearing](#) on:

Date: **Wednesday, April 22, 2020**

Time: **7:00pm**

Location: City Council Chambers [33 Arroyo Drive, South San Francisco](#)

The [plan](#) will be available on our website on March 23rd for the 30-day comment period. **Please note that we will update you with details about accessing a virtual meeting.** In addition, comments via email are also welcome during the 30-day public comment time, which begins on March 23rd.

If you have any questions, feel free to contact me.

Thank You,
Kris Romasanta
Economic & Community Development Department
City of South San Francisco



Citizen Participation Comments

ATTACHMENT C – February 26, 2020

1. **Name:** Melissa Lukin

Organization: Executive Director of Rebuilding Together Peninsula

Comments: We provide free critical repairs for low-income homeowners and we've been doing it for more than 30 years. The need is clear. Over 90 percent say they want to age in place and over 80 percent of the fatalities that are caused by falls are folks who are over 85. In addition, over 20 percent of Americans now live in multi-generational families so when we stabilize homes we do it for more than a generation. We anticipate serving 12 homes in South San Francisco over the coming year from zero to 30 percent AMI. For National Rebuilding Day, our one day in April every year, will serve three homes in the City will provide to wheelchair accessibility, dry rot repair and roofs in some cases.

2. **Name:** Bernie Mellott

Organization: Executive Director at Ombudsman Services of San Mateo County

Comments: We monitor 464 facilities which equates to 10,000 people. These people are 62 and older. WE take care of the forgotten ones. We make sure they are heard and we empower and educate them. For those who are not able to speak for themselves, we make sure that their medications are taken. One resident on hospice to see how she's doing and she confided that she was touched inappropriately by a staff member and you can imagine someone is taking your dignity away. We called the Police and the staff member was fired.

In South San Francisco, we monitor 36 facilities, which equates to 482 residents. We go into the nursing homes once a week, and sometimes three times a week depending on the severity of what's going on. The residential care facilities we visit once a month. The residents are our main focus and the adult day centers and the centers physically disabled, we visit once a year. These are your people, your citizens. We want to make sure that they have the dignity that they deserve. Sixty percent have no family or friends; they have us.

3. **Name:** Karen Betucchi

Organization: Operations and Development Director at IEP Collaborative

Comments: I know that it means a lot to our CEO Krista Martinelli, our proposal here in South San Francisco. My name is Karen Betucchi and I am the Operations and Development Director at IEP. I joined in January and as a special needs mom I understand the difficulties and challenges of navigating the IEP process for our students. Founded in January 2019 by four attorneys who also experienced a hard time navigating IEPs for their own children. To date, we've served over 50 families in the Peninsula. Our mission is to empower students and families with knowledge so that they can be a part of a

collaborative. We do this in trainings and workshops, legal representation and legislative advocacy. Our proposal for South San Francisco is eight special education rights training. We hope to accommodate 30 individuals or 10-13 households, which will cover 504 Plan and an Individual Education Plan. How to request an evaluation for the entitlement plan and transition age presentations for kids aged 12-22, to learn to become their own advocates, as they transition to middle school, high school, college, and into adulthood. Our programs empower families to collaborate with the school district so that they can be active members of the IEP team. We will be leveraging our partnerships with Families in Action, PTAs to facilitate the workshops in South San Francisco. It is close to 13% of South San Francisco students who have these special needs and we want to be able to reach them.

4. Name: Evelyn Benitez

Organization: Project Coordinator at Legal Aid Society of San Mateo County

Comments: Our organization seeks to provide free, legal services for low-income residents in San Mateo County in the form of eviction defense. Legal services for tenants are more important than ever because of new changes in California law, specifically statewide tenant protections such as AB 1482 and there is now there are protections against discrimination against income, which includes Section 8 vouchers. These laws have the potential to stabilize communities in South San Francisco, but only if tenants are supported with the understanding of their rights. We currently serve over 100 South San Francisco residents each year. The most common form presented is evictions. The most frequent form of eviction prior to this law was no-fault evictions, where the landlords was only required to provide proper notice and no reason. Fifty person of eviction cases in South San Francisco were no-fault. Since new just cause changes the procedures, we're closely looking at eviction patterns are taking place in South San Francisco. We've seen that since this law has taken effect that the reasons for evictions have been substantial remodeling and owner move-ins. Since it is a reason that is no fault of the tenant, they would be entitled to relocation assistance. One of the main factors that determines the chances that a tenant keeps their home is having an attorney represent them.

5. Name: Timothy Russell

Organization: Program Director, Renaissance Entrepreneurship Peninsula

Comments: What we have noticed throughout the year, 24 small business from South San Francisco made it up and down the highway to our different locations to help their business or launch their business. Our office is in East Palo Alto, but we also have offices in Redwood City, San Mateo, and Daly City. We realize that residents of South San Francisco are needing support to launch or grow their business. We realize it's crucial to get that technical assistance. We are funded to work with the underrepresented low-income communities to realize their dreams of entrepreneurship. We've seen it happen on an everyday basis. We work with 1500 clients a year, and grow about 500 businesses. We definitely believe that number would grow from 24 to a higher number if we were able to offer classes within South San Francisco like we've done in other cities. We want you to consider small businesses and the help that they can get.

6. Name: Lisa Heath

Organization: CID

Comments: I am here on behalf of the Housing Accessibility Modification Program (HAM Program). Individuals with disabilities live a more meaningful life. The HAM Program helps with the installation of grab bars, railings, stair lifts, ramps, porch lifts and other modifications for low-income people with disabilities. These modifications improve accessibility and increase safety and let people with disabilities remain at home with greater independence. I cannot stress enough how important it is for those with disabilities how important these modifications are for one's self-esteem.

I have a thank you email I would like to read. This is a 34-year old male South San Francisco resident with cerebral palsy. He thanks us for installing aluminum thresholds, rails and several grab bars.

"Lisa, I'm glad your card made it to you and the team. We are so grateful for the work you did to make our home safe for us. David is thriving. He is able to enter and exit the home without struggle. It is a true gift. Four years ago, he was crawling in and out of our apartment because of the accessibility barriers. Thank you for the work you do. It has changed our quality of life."

On behalf of thousands of other low-income residents living with disabilities in South San Francisco who need assistance with home modifications and the CID program, we thank you for your continued support.

7. Name: Amanda LeBlanc

Organization: Rape Trauma Services

Comments: Thank you for entertaining our proposal. My Executive Director told me that you were the first City to give funds to our Sexual Assault and Trauma Center. Thank you so much and for the long relationship that we have had with you.

The housing crisis has impacted sexual assault survivors in devastating ways. Due to people having to live in small, cramped corners, parents with more than one job to make a living wage and counting on landlords or other people in their homes for childcare. What ends up happening is people put up ads, which brings people with children into their home, and perpetrating abuse against them.

In South City, we served 50 families and 55 percent of them needed re-housing in order to separate the perpetrator from abuse. This is a housing issue. We have now become housing case managers. We work with all of the non-profits here tonight to never leave a family with a choice of being homeless.

8. Name: Peter Dunn

Organization: Habitat for Humanity

Comments: **Name:** We have an application for pre-development funding for the Firehouse Live project at 201 Baden. This Council is aware that we have entered into an Exclusive Negotiating Rights Agreement with the City to redevelop a parking lot for 42 two-three bedroom ownership homes that will target 60%-110% Area Median Income households. We are in the pre-development stages working

to get to a Purchase and Sale Agreement with the City. We submitted an application to the Planning Department and have received promising comments from them. We are appreciative of your support.

9. Name: Madison Priest

Organization: United Way of the Bay Area

Comments: I am here to advocate today for our 2-1-1 program. 2-1-1 is a free, easy to remember phone number that connects to Health and Human Services resources to their community. It's available 24 hours a day, 7 days a week in over 150 languages. In South San Francisco, those languages are often Spanish, English, and Cantonese. It is a comprehensive database of information, and we provide a lot of referrals to food services, utility assistance, housing and shelter. In South San Francisco, we gave 37 referrals in 2019 for housing and shelter. We also provide resources for legal services and also provided resources during the power shutdown during the fires. We are available over phone, web, and text services. With funding from South San Francisco, we would increase local outreach to ensure that residents receive services that they need. It would also allow us to collect more robust data. I'd also like to flag that we'd use a Presumed Benefit Group strategy to apply for CDBG funding and we would collect demographics data as well as whether or not they're calling from a Presumed Benefit Group. 2-1-1 is an essential service to provide a resource to those who are in need.

10. Name: Laura Fanucchi

Organization: HIP Housing

Comments: I just have a few updates since we submitted our proposal for our homesharing program. We have a new North County Homesharing Coordinator who is a resident here in South San Francisco, and is very familiar with the North County. I also want to mention that our Self-Sufficiency Program for low-income families with children have recently opened the program to emancipated foster youth who do not have children. These youth, who are in school, HIP Housing will support youth for 1-5 years. We just accepted our first applicant to that program. She was referred by Starvista. She lives here in South San Francisco and her housing scholarship is ending. We accepted her into the Self-Sufficiency program, but we placed her in a homesharing match with a Pacifica senior who had a room for rent. So we'll be paying for this woman's housing scholarship for 1-5 years while she attends Skyline College. I also wanted to mention that in 2013, we interviewed a gentleman who lost his job, his housing, and became homeless for two years, and ended up at Safe Harbor shelter. We were able to match him with a Daly City senior who has a 1-bedroom to share and they have now been living together in our program for 7 years. We are happy to offer this program as a long-term housing solution. Our program for this year is to fund eight South San Francisco homeseekers and match them in homesharing, but we actually serve over 200 South San Francisco residents through in-take calls or application to the program or supporting the homesharing matches. We have 50 homesharing matches in existence here in South San Francisco. We thank you for your support and make one spare room change two lives.

11. Name: Patricia Springer

Organization: CORA

Comments: You have been very supportive of us. I want to advocate for our Emergency Safe House Shelter. One, we continue to be the only agency in San Mateo County that does this kind of work, specifically experiencing intimate partner violence. The second, across the board, we are the only agency who will work with men who experience intimate partner violence. In addition to CORA, I also work with a Navigation Center in San Francisco. When I have men who have left their home due to violence with their partners, CORA is one of the only places that I can refer them to. Lastly, I want to mention our staff, to make sure that everyone is trauma-informed, no staff member is going to be asked to join CORA without a minimum of three interviews and this is because we want to ensure that we are providing the highest quality of care.

12. **Name:** Christina Figueroa-Cortez

Organization: Project Sentinel

Comments: I am the Fair Housing Director for Project Sentinel. Our Fair Housing Center has been around for 40 years. We offer counseling, investigations, and advocacy on the fair housing laws, and to everyone we offer information, education, on housing discrimination. This can range from a parent who received a warning notice from their landlord from playing outside at their rental apartment, an immigrant who was refused an application because they lacked a social security number, or a disabled senior who requested grab bars for their shower or some sort of accessibility feature and was refused them. Last year, we served 418 people throughout the County, 114 of those were South San Francisco residents. We thank you for your continued support and I am happy to answer any questions you may have.

13. **Name:** Jose Mares

Organization: Safe Harbor Shelter

Comments: On behalf of Samaritan House, I would like to thank you all for your previous support of our Safe Harbor Shelter. Safe Harbor serves 90 individuals on a daily basis, providing housing services to those who are not only homeless but may come with mental or physical health disorders, substance abuse, or addiction. We serve the most fragile population, 55-61 years old, is the largest consumer of our services at this time. There are many who have not been placed into a shelter due to being at capacity. Since July 1 of 2019, Safe Harbor has been able to provide 249 individuals a place to take a breath, rest themselves, and ground themselves. As we often mentioned, when we often homelessness, this is something we do not even think about in calling the streets your home. Our residents often have multiple barriers to self-sufficiency such as fixed-incomes due to age, disability, poor general health, and low educational levels. The rising costs of area rents and increasing lack of affordable housing have severely affected our clients to achieve permanent housing placements. While we have successfully been able to place clients in non-traditional housing options, like HIP Housing's homesharing program, which has successfully helped clients gain housing vouchers through the County. There is fear Countywide of landlords not accepting these vouchers, which limits the availability for our clients. Our program would be deeply affected by any loss in any CDBG funds that are an integral part of Safe Harbor's budget. Without these funds we cannot ensure the same level of

care for all of the County's homeless seeking our help. With your continued support, we are on our way to adding an additional 15 beds at Safe Harbor. This project is expected to be completed by the end of this year. This is not a complete solution in South San Francisco, but there are 15 South San Francisco natives who have been identified at our shelter.

14. **Name:** Alyssa Canfield
Organization: StarVista

Comments: I am the Program Manager of StarVista's Transitional Youth Program. Transitional youth services provide case management and housing assistance to former foster youth, ages 18 to 24. I would like to share a success story of one of our youth who lived in South San Francisco who moved out of state to explore other housing options. He soon realized that he was far from his support and his team and his mental health slowly declined. After connecting with Starvista, the former resident said that upon his return that he was living out of his car at a nearby park. With a single bed space at our triplex located in South San Francisco, we were able to move him in before the holidays. He is now connected to mental health services and highly needed support. We would've loved to have a resident here today. We are currently undergoing a massive renovation at our triplex unit. Today was our relocation day, and we are happy to say that everyone is comfortable at their new residency. Thank you for your continued support.

15. **Name:** William Gomez
Organization: LifeMoves

Comments: I am here on behalf of LifeMoves who is a provider of shelter and services to San Mateo and Santa Clara County. I currently serve as the Program Director for Family Crossroads Shelter, an interim family shelter, which is located at the Top of the Hill located in Daly City. The funds requested is to support 15 families that reside in our shelter for intensive case management and supportive services to households. This includes mental health, substance abuse, and services for the children. Last year alone, we served 54 households, 12 of which were former residents of South San Francisco. Thank you for your previous support.

16. **Name:** Ortensia Lopez
Organization: El Concilio of San Mateo County

Comments: I would like to thank you for your support for the Minor Home Repair Program, which is a program we use to leverage energy savings program and address the issue of health and energy efficiency. There is evidence of the correlation between the indoor air quality of a house and the health of that family. With this program, we are able to leverage homes and help them address issues particularly around respiratory diseases, which affects a lot of children. We enable low-income families to be able to address these issues. When we talk about the housing crisis and livable wage, California is the most impoverished state in the country. To add, we are in the most costly county to live in, with a median income of \$137,000. The families we work with are not even close to that, so

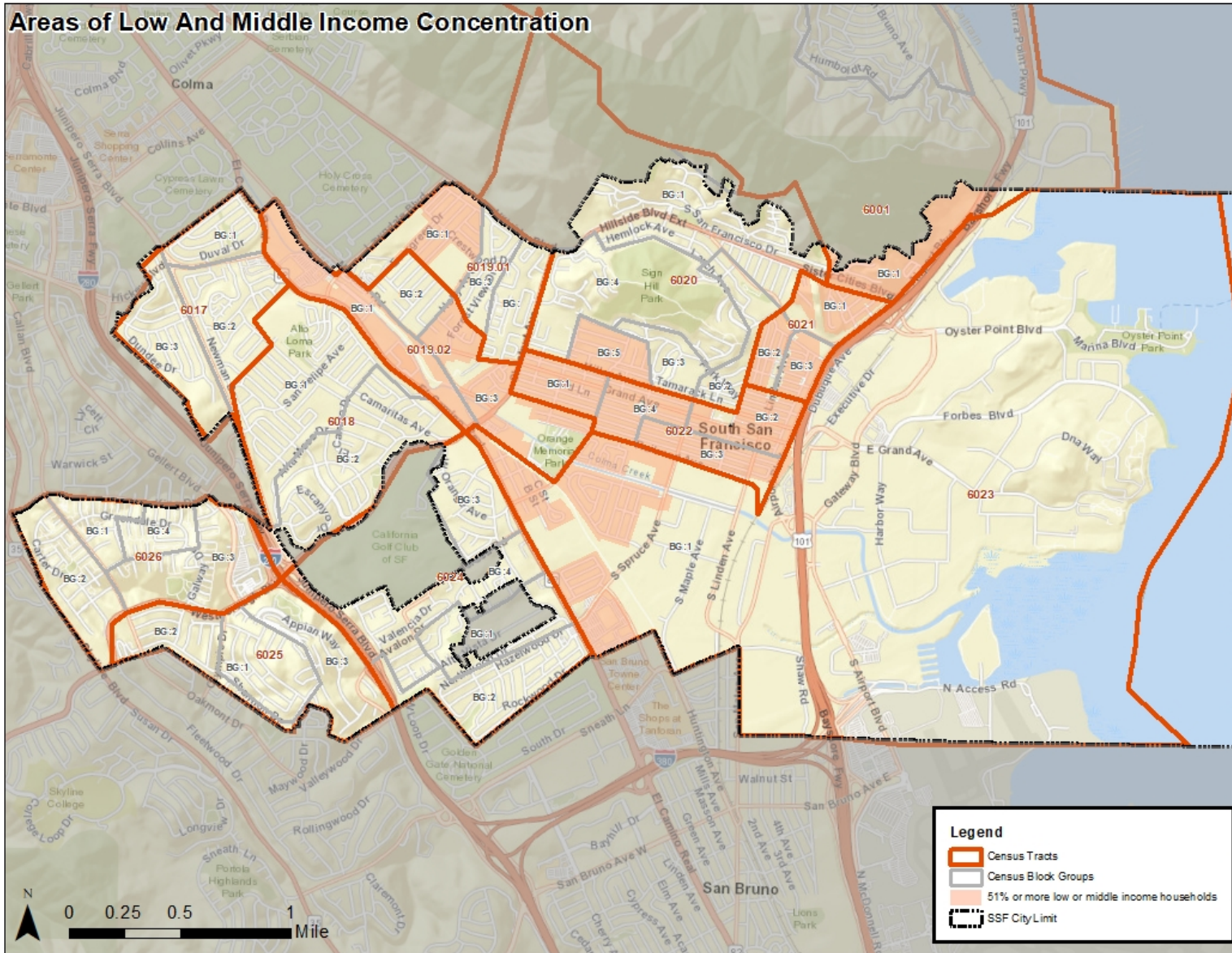
this helps maintain their home. It addresses that and it addresses the issue of climate change as it reduces emissions as it relates to energy use. An example, a couple, the lady is disabled, and they can barely make their mortgage, monthly utilities and their daily expenses. We were able to help them out with new doors, fence repair, new faucets, lighting, painting, and we leveraged funds with the energy program. The family said that is the only way I can stay in my house. I thank you for your support.

17. Name: Karen Wilmer

Organization: Friends for Youth

Comments: We are a mentoring organization. We provide adult mentors to at-risk youth. When the 2019 Community Health Assessment Report cites as behavioral health as one of the top priorities throughout our city, you know things are pretty tough. It starts with the kids. Kids today are struggling massively. There are reports citing high levels of depression and stress. We're in a County where \$117,000 is considered low-income for a family of four. Area median incomes are usually \$45,000 and below. Parents are struggling; most of them are single families without dads for the most part. Kids are middle school primarily, and some high school, but are in need of adult support. Through no fault of their own, there is no adult that they can talk to. Thirty to forty percent of kids say that they haven't had an adult to speak to about things going on in their life. Our mentors are volunteers, they are from throughout the community. They meet with the kids once a week. It's a one-year commitment, a big commitment. It's a school-based program focused on small groups of kids. We started with one school four years ago. We are now in six schools, and hope to be in more, including South San Francisco. We do serve about 20 kids in South San Francisco communities and we would love to double that. Thank you for your consideration.

ATTACHMENT D



Grantee SF-424's and Certification(s)

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