

**CITY OF SOUTH SAN FRANCISCO  
CONSOLIDATED PLAN 2018-2023  
2019–2020 ANNUAL ACTION PLAN  
SUBSTANTIAL AMENDMENT**

**Introduction**

Each year the US Department of Housing and Urban Development (HUD) provides funding for housing and community development programs to the City of South San Francisco, specifically Community Development Block Grant (CDBG) funds. To receive these funds, the City must complete a report every five years called the Consolidated Plan.

The purpose of the Consolidated Plan is to identify South San Francisco’s housing and community development needs, priorities, goals, and strategies and to stipulate how funds will be allocated to housing and community development activities over the period of the Consolidated Plan.

As stated in the City’s Citizen Participation plan, the City shall amend the Consolidated Plan and Annual Action Plan anytime there is a change of CDBG funding of more than \$50,000 from one eligible activity to another, or to fund a new activity not previously identified in the Annual Action Plan or Consolidated Plan. The public will be notified whenever there is a substantial amendment.

A substantial amendment is classified as follows:

- To make a change in its allocation priorities or a change in the method of distribution of funds;
- To change the purpose, scope, location, or beneficiaries of an activity.

**Proposed Amendment to the 2018 – 2023 Consolidated Plan**

In response to the current coronavirus disease 2019 (COVID-19) pandemic, the HUD has allowed Entitlement Jurisdictions to use CDBG funds for a range of eligible activities that prevent and respond to the spread of infectious diseases such as COVID-19.

The COVID-19 pandemic has adversely affected businesses and residents in the City of South San Francisco. As a response to the growing need for economic development assistance, the City of South San Francisco has developed a program to provide the funding to address the current crisis. 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 also identified CDBG funds that may be allocated to programs to assist with a COVID-19 response.

To implement these programs and to comply with HUD requirements for distribution and use of funds, the City must make substantial amendments to existing plans:

- 2018-2023 Consolidated Plan; and
- 2019 Annual Action Plan

As identified in the City's Citizen Participation Plan, changes in priorities or goals occur, an amendment is required.

In addition to the goals specified in the Consolidated Plan, the City would include an Economic Development goal to provide the economic development assistance to businesses within the City.

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

**Goals Summary Information**

<b>Sort Order</b>	<b>Goal Name</b>	<b>Start Year</b>	<b>End Year</b>	<b>Category</b>	<b>Geographic Area</b>	<b>Needs Addressed</b>	<b>Funding</b>	<b>Goal Outcome Indicator</b>
<b>1</b>	Increase, Maintain, & Improve Affordable Housing	2018	2022	Affordable Housing	CDBG Services Area	Affordable Housing	CDBG: \$731,740	Homeowner Housing Rehabilitated: 125 Household Housing Unit
<b>2</b>	Preserve and Improve Public Facilities	2018	2022	Non-Housing Community Development	SSF Downtown Tracts 6021, 6022 CDBG Target Area	Public Facilities and Infrastructure Improvements	CDBG: \$731,741	Other: 6 Other
<b>3</b>	Provide Public Services to Improve Quality of Life	2018	2022	Non-Housing Community Development	CDBG Services Area	Public Services	CDBG: \$270,181	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3500 Persons Assisted
<b>4</b>	Support Service-Enriched Homeless Shelters	2018	2022	Homeless	CDBG Services Area	Homeless Services and Housing	CDBG: \$67,545	Homelessness Prevention: 250 Persons Assisted

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<b>5</b>	Planning and Administration	2018	2022	Planning and Admin	SSF Downtown Tracts 6021, 6022 CDBG Target Area CDBG Services Area	Public Services Affordable Housing Homeless Services and Housing Public Facilities and Infrastructure Improvements	CDBG: \$450,302	Other: 1 Other
<b>6</b>	Economic Development	2019	2022	Economic Development	Citywide	Economic Development	\$600,000	10 Small Businesses Assisted and 10 employees assisted

**Proposed Amendment to the 2019 – 2020 Action Plan**

As mentioned above, the City has decided to reallocate some of its available dollars to an economic development assistance program. 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. Funds from the CARES Act would be dedicated to public service programs impacted by COVID-19 and economic development assistance program to assist businesses. The City proposes to use funds from housing rehabilitation program and emergency home repair voucher activities in addition to program income funds.

**CDBG Proposed Revisions are listed in the table below:**

<b>SPENDING LIMITS FOR CDBG FUNDS</b>		
<b>PUBLIC SERVICES</b>	<b>2019-2020</b>	<b>Proposed</b>
<b>Total Public Services Total</b>	<b>90,600</b>	<b>101,020</b>
<b>CDBG ADMINISTRATION</b>		
<b>Total Administration Limit</b>	<b>109,376</b>	<b>109,376</b>
<b>Total Administration Limit for CARES Act</b>		<b>58,071</b>
<b>NON-CAPPED CDBG FUNDS</b>		
<b>CAPITAL IMPROVEMENTS/PUBLIC FACILITIES</b>	<b>2019-2020</b>	<b>Proposed</b>
Capital Improvements Projects	306,000	300,000
<b>MINOR HOME REPAIR PROGRAMS</b>	138,250	138,250
<b>CITY SPONSORED ACTIVITIES</b>		
Housing Rehabilitation Program	45,000	35,000
Debris Box Vouchers	2,000	2,000
Emergency Home Repairs Vouchers	50,000	0
<b>Total City Sponsored Activities</b>	<b>97,000</b>	<b>45,000</b>
<b>ECONOMIC DEVELOPMENT ASSISTANCE PROGRAM</b>		
Entitlement/Program Income/Uncommitted Funds		200,000
CARES-ACT		230,000
<b>Totals Economic Development Assistance</b>		<b>430,000</b>

A description of the new activities being added to the fiscal year are as follows:

- Economic Development Assistance Program

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.

**Public Comments**

The City will incorporate any comments received during the public comment period.