

City of South San Francisco

2018-2023 CDBG Consolidated Plan

In Partnership with the San Mateo County HOME Consortium

DRAFT

Public Review Draft
4-9-2018

Executive Summary

ES-05 Executive Summary – 24 CFR 91.200(c), 91.220(b)

1. Introduction

The U.S. Department of Housing and Urban Development (HUD) requires all jurisdictions that receive HUD funding to complete regular plans and reports to guide how they will use HUD funds to address community challenges. These plans are divided up into three components; the 5 year Consolidated Plan (Con Plan) is an overarching document intended to provide big-picture goals and strategies for how the jurisdiction will address community priorities, the Annual Action Plan (AAP) is a one year document that tiers off the Consolidated Plan and identifies specific projects and activities for funding, and the Consolidated Annual Performance Evaluation Report (CAPER) is an annual report on the progress made against the goals identified in the Con Plan and AAP.

The City of South San Francisco (City) has been a recipient of entitlement HUD funds for several decades. The 2018-2022 Consolidated Plan identifies the community priorities and the City's strategies to address those priorities for the coming five years. The City must prepare and submit the Consolidated Plan to HUD in order to receive federal Community Development Block Grant (CDBG) funds. The City's Con Plan covers fiscal years 2018-2019 to 2022-2023 and the City's 2018-2019 Action Plan is incorporated into the Con Plan.

CDBG funding is specifically intended to assist low- and moderate-income persons, households, and neighborhoods. HUD funding has the three following goals:

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

The City's Con Plan furthers these goals by assessing the housing and community development needs and resources of the City and outlines a strategy on how it plans to address those needs. 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. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The City's Con Plan identifies the following needs and has developed goals and activities that further HUD's program goals.

Need: Affordable Housing

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

Activities: The City will use CDBG funds for housing rehabilitation, minor home repairs, and accessibility modifications. Additionally, the City will continue to administer its existing First Time Home Buyer Loans and Below Market Rate Housing units.

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.

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 and 15% of prior year program income to public services.

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 however, the City lacks funding for operating costs of emergency and transitional housing. The City plans to offset the loss of operating funds by providing funds, when feasible, for rehabilitation and accessibility modifications to emergency and transitional housing. However, should additional funds become available the City will support operating costs.

3. Evaluation of past performance

The City's 2013-2018 Consolidated Plan identified housing, public facilities, public services, economic development, and homeless services and housing as priority needs. The 2013-2018 Consolidated Plan included strategies specifically intended to address those priorities, and was generally successful at meeting both annual and five-year goals. The City also faced staffing and timeliness expenditure challenges in managing and maintaining consistent performance over the prior planning period. However, the City has successfully met those challenges and is on target for a very productive Con Plan cycle.

Over the prior five-year period, the City used CDBG funds in collaboration with regional non-profits to support minor home repair and accessibility improvements intended to help low-income families, seniors, and persons with disabilities to remain in their homes. These rehabilitation-type programs helped maintain existing affordable housing and improved living conditions for residents.

The City also 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 were by improving access at intersections throughout the City ADA ramp improvements; the playground rubberized resurfacing at Alta Loma Park, Brentwood Park, and Francisco Terrace, and the City Hall Tot lot; parking lot resurfacing and ADA compliance at the Magnolia Senior Center and Siebecker Childcare facility. Finally, the City made efforts to improve the downtown area by providing improvements to downtown businesses through its Commercial Rehabilitation Program.

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 costs and declining CDBG funding of the past Con Plan period.

4. Summary of citizen participation process and consultation process

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 PR-10 Consultation and PR-15 Citizen Participation sections of this plan.

5. Summary of public comments

The City received written comments from its community needs assessment survey as well as verbal comments at the joint community input meeting, needs assessment public hearing and public hearing on the proposed Con Plan. These comments are provided as an Attachment to the plan.

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

This section will be completed at the close of the public comment period.

7. Summary

The City of South San Francisco was able to make significant progress toward addressing community needs during the prior Con Plan period. However, more work is still needed. Rapidly rising housing costs have put significant pressure on the existing housing stock and have adversely impacted the City's low- and moderate-income households. Reduced CDBG entitlement funding and increasing political uncertainty have increased the CDBG administrative burden without identifying additional administrative funding. The City has also had challenges with timeliness, resulting from unforeseen program income payments and lagging public infrastructure and facility projects. Staff have been actively working to address these challenges and has made substantial progress in improving program administration.

The Process

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

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

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

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

Table 1– Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

City of South San Francisco
Economic Development and Housing Division
400 Grand Ave.
South San Francisco, CA 94080
(650) 829-6620

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

1. Introduction

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 Con 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 continue 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 available homeless services

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 Steering Committee is the organized group that guides the implementation of San Mateo County's homeless services system. The CoC undertakes a wide range of efforts to meet the needs of homeless persons and those at risk of homelessness:

- *Chronically Homeless*
The CoC has created multi-disciplinary, bilingual, Homeless Outreach Teams (HOT) to conduct intensive outreach with the chronically homeless people throughout the County and to help them move into permanent housing. South San Francisco's HOT program was implemented in FY 13-14 and continues to be active in the City. City staff, police, and elected officials actively participate in the HOT program.
- *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.
- *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.

Additionally, the CoC has established specific objectives for reducing homelessness at both the system and project level.

System-Wide Objectives

The San Mateo County Department of Human Services Center of Homelessness prepared the "Strategic Plan: Ending Homelessness in San Mateo County" which laid out the CoC's overall strategy for ending homelessness by 2020. The new Strategic Plan is intended to pick up where the previous "10-Year Plan to Prevent and End Homelessness" (the HOPE Plan), which adopted in 2006 and ran through 2016. Key accomplishments from the HOPE Plan 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 Department of Housing (DOH) has helped to create 994 new affordable housing units, of which 350 are targeted to serving people earning less than 30% of the Area Median Income (AMI). DOH has also supported the creation of 96 new units of permanent supportive housing, including projects developed by the Mental Health Association and units in projects developed by Mid-Pen Housing. The Department has also incentivized the development of units for homeless households through its Notice of Funding Availability (NOFA) processes.

The new Strategic Plan aims to build on the successes of the HOPE plan with the goal to end homelessness in San Mateo County by 2020 through outreach, emergency shelters, transitional housing, rapid rehousing, permanent supportive housing and homelessness prevention programs.

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 and evaluate outcomes, and develop funding, policies and procedures for the 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 spot 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).

Performance Standards

In 2015 San Mateo County prepared an Analysis of Homeless System Performance which was intended to analyze available data on homelessness and assess the performance of existing programs and projects. The performance report was used to inform on the new Strategic Plan by providing data driven performance guidance.

Evaluation of Project Outcomes

- *System-Wide Performance Measurement*
Every two years, the CoC Lead Agency, the San Mateo County Center on Homelessness (COH) compiles a report on the point in time homeless population count. This report tracks changes in homeless and at risk population in the County and provides guidance on where to focus resources.
- *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.

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

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 March 14, 2018 public hearing.
2.	Agency/Group/Organization	Life Moves
	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.
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 Services - Mental Health
	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 and through consultation questionnaire
5.	Agency/Group/Organization	County of San Mateo Center on Homelessness
	Agency/Group/Organization Type	Housing Services-homeless 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 and through the consultation questionnaire
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 meetings with City staff

7.	Agency/Group/Organization	John's Closet
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Other – Public Services
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	John's Closet provided input on public service needs during the March 14, 2018 CDBG needs assessment public meeting
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 March 14, 2018 CDBG needs assessment public meeting
9.	Agency/Group/Organization	CORA - 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 March 14, 2018 CDBG needs assessment public meeting, as well as through the written consultation questionnaire
10.	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 March 14, 2018 CDBG needs assessment public meeting
11.	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 March 14, 2018 CDBG Needs Assessment public meeting
12.	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 March 14, 2018 CDBG Needs Assessment public meeting

13.	Agency/Group/Organization	El Concilio of San Mateo County
	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 and public service needs during the March 14, 2018 CDBG Needs Assessment public meeting
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 March 24, 2018 CDBG needs assessment public meeting
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 March 14, 2018 public meeting
16.	Agency/Group/Organization	Rape Trauma Services
	Agency/Group/Organization Type	Services- Abused 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 March 14, 2018 CDBG needs assessment public meeting
17.	Agency/Group/Organization	StarVista
	Agency/Group/Organization Type	Services- Homeless
	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?	StarVista provided input on public service needs during the March 14, 2018 CDBG needs assessment public meeting

Table 2– Agencies, groups, organizations who participated

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

All agency types were contacted for consultation, however not all agencies provided feedback. The City will continue to collect feedback throughout the public comment period.

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.
Strategic Plan: Ending Homelessness in San Mateo County	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 Strategic Plan. Some of the Strategic Plan's goals are to increase homeless housing opportunities and to prevent and end homelessness by delivering flexible services.
County of San Mateo's Assessment of Fair Housing	San Mateo County	The Assessment of Fair Housing (AFH) was a regional plan that included both regional and jurisdiction specific goals intended to address housing discrimination. The AFH was required by HUD for all jurisdictions receiving federal housing funds. The goals identified in the AFH will be used to guide this Con Plan and future AAPs in addressing housing discrimination.
City of South San Francisco Housing Element	City of South San Francisco	California State Law requires all jurisdictions to prepare Housing Elements for their General Plans. The Housing Element is a document intended to help jurisdictions identify and plan for housing need, including affordable and special needs housing. The Housing Elements are required to obtain state approval and identify CDBG and other HUD funds as potential affordable housing resources, as well as referencing housing preservation programs funded through CDBG and HOME programs.

Table 3– Other local / regional / federal planning efforts

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

The City has worked closely with the County of San Mateo and the other HOME Consortium partners in the development of its Consolidated Plan as these jurisdictions are on the same grant cycle as the City. Collaborative efforts included creating an online community needs assessment survey that was targeted to residences, service providers, and other community stakeholders. In addition, the City and San Mateo County held a joint community input meeting. This meeting focused on having community stakeholders identify and prioritize needs in the region, and was held in South San Francisco.

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 Working Group" which meets regularly to enhance and streamline the CDBG process for both the jurisdictions and sub-recipients. The work group collectively organizes community forums, requests for proposals, and joint monitoring of sub-recipients. Additionally, the work group has implemented the use of standardized applications, reporting, and reimbursement forms for sub-recipients through a common online grant management system. The work group shares information regarding sub-recipients and how to handle issues that may arise for the subrecipients such as reporting, invoicing, or actions needed to correct and track performance. Recently, the work group has also developed a regional Assessment of Fair Housing (Attached).

DRAFT

PR-15 Citizen Participation - 91.401, 91.105, 91.200(c)

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

The City of South San Francisco revised its Citizen Participation Plan and formally adopted the revised plan on September 9, 2017, to include language on citizen participation on the AFH. This revised plan clearly incorporates all federal regulations, explicitly states its record keeping protocol, and encourages citizen participation. The following is a summary of the significant actions the City undertook in developing the plan.

December 10, 2018 to January 26, 2018 - Community Needs Assessment Survey Issued

October 24, 2017 - Joint Community Input Meeting

January 7 to January 25, 2013 - CDBG Renewal Applications Available (for public service and fair housing activities)

February 26, 2018 - Public Notice of Community Needs Assessment Hearing published in the *San Mateo County Times*

March 14, 2018 - Community Needs Assessment Hearing

March 21, 2018 - CDBG Subcommittee meeting

April 10, 2018 - Public Notice of Availability of the City's Con Plan and FY 18-19 One Year Action Plan published in the *San Mateo County Times*

April 10 to May 9, 2018 - 30 day public comment period on the City's Con Plan and FY 18-19 One Year Action Plan

May 9, 2018 - Final funding allocations and Public Hearing on the adoption of the City's Con Plan and FY 2018-19 One Year Action Plan

May 15, 2018 (Pending Allocation Announcements) - Submission of the City's Con Plan and FY 18-19 One Year Action Plan to HUD

HUD has identified that the allocation announcements for 2018-19 CDBG funding will be delayed and have not been received prior to initiating the Public Comment period. The 2018-2023 Consolidated Plan cannot be submitted to HUD until allocations have been announced. The City has elected to prepare and release the Consolidated Plan on the traditional schedule to help prevent project backlogs and gaps in service that can result from delayed planning, as per HUD's official guidance regarding the delayed allocation announcements.

Additionally, the following are specific efforts made by the City 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:

Joint Input Meeting - The City held a community input meeting in conjunction with San Mateo County. This meeting provided residents, service providers and local officials a forum in which they could provide their opinions about the needs in the community.

Community Needs Assessment Survey - The City also participated with San Mateo County in an online community needs assessment survey that was available in English and Spanish. The survey was made available on the City's website and was announced through the City's CDBG ECD listservs and the South San Francisco Chamber of Commerce newsletter and e-bulletin. Further, HCD staff worked with the Community Learning Center, to provide opportunities for residents that don't have access to computers

to take the survey. This facilitation was done in English and Spanish. Additionally, the survey was featured in an article in the *South San Francisco Patch*, a local newspaper.

Public Hearing on Community Needs - On March 14, 2018, the City held a public hearing to receive comments on the City's housing and community development needs. A public notice for the hearing was published on February 28, 2018 in the *San Mateo County Times*. Notice of the hearing was also emailed to the CDBG and ECD listservs.

Public Hearing on the Con Plan Adoption - On May 9, 2018 the City will hold a public hearing to receive comments on the City's Con Plan. A public notice for the hearing Will be published in the *San Mateo County Times*. Notice of the hearing will also be emailed to the CDBG and ECD listservs.

DRAFT

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	Internet Outreach Community Needs Survey	Minorities Non-English Speaking - Specify other language: Spanish Nontargeted/ broad community Local Service Providers	The City created an online community needs assessment survey that was available in English and Spanish from	The community needs assessment survey identified public infrastructure needs in the community	All Comments Accepted	http://www.surveymonkey.com/s/SSFD-C-Survey
2	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Nontargeted/ broad community Local Service Providers	On October 23, 2017, The City in partnership with San Mateo County held a CDBG Community Needs Assessment meeting and solicited information about community needs from residents, local service providers and agency partners	Comments regarding improved housing affordability and coordination between service providers were received	All Comments Accepted	NA
3	Public Hearing	Minorities Non-English Speakers- Specify other Language: Spanish Non-targeted/ broad community	On March 14, 2018, 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.	Comments regarding improved housing affordability and coordination between service providers were received. See Attached	All Comments Accepted	http://www.ssf.net/1937/CDBG-Notices
4	Public Noticing via Newspaper	Minorities Persons with Disabilities Non-targeted/ broad community	Published notices for public meetings/hearings were posted in the San Mateo County Times on Feb 28, 2018 and In April.	No comments were received from the noticing. Comments were received at the noticed public meetings and hearings	All comments were accepted	See Attachment

Table 4– Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

Through consultation and citizen participation efforts the City has determined that there is a wide variety of need in the community. Below describes the City's housing and homeless needs and the following section describes the public services and public facility improvement needs.

Housing Needs

As mentioned in the Executive Summary, the City is part of the San Mateo County HOME Consortium therefore the City submits its Con Plan jointly with the County. For this reason, the housing and homeless needs sections are defaulted to the County to provide. Although the City's plan doesn't have designated housing or homeless needs sections, the City has examined HUD provided CHAS (Comprehensive Housing Affordability Strategy) data about the City's current housing stock and needs.

Using this CHAS data along with the community input gathered through the Con Plan process the City has determined that there is a significant need for new affordable housing and preservation of the existing affordable units. Based on the 2010-2014 CHAS data, over 11,000 low-income households in South San Francisco had a housing cost burden, where more than 30% of their income is going toward housing. Median rent prices in the City have risen more than 23% between 2000 and 2016 (adjusted for inflation), while median household incomes have only increased about .3% over the same period according to the 2000 U.S. Census and the 2012-2016 American Community Survey.

In addition to affordability, there is also a need to improve the conditions of the City's existing housing stock. According to HUD's 2010-2014 CHAS data there are approximately 425 low to moderate income households in the City that lack a complete kitchen or plumbing facilities. Another indication of pressure on the existing housing stock is overcrowding. Approximately 1405 households report overcrowding or severe overcrowding in the City (2010-2014 CHAS). Additionally, approximately 80% of all housing units in the City were built before 1980 signifying an aging housing stock with rising maintenance needs and costs, and an increased risk of lead-based paint hazards.

Homeless Needs

The City has also identified that there is a substantial need for emergency and transitional housing along with comprehensive case management and services. Section AP-65 Homeless and Other Special Needs Activities describes this in further detail.

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

Describe the jurisdiction's need for Public Facilities:

New Public Facilities

During the previous Con Plan the City identified the need for a day facility for homeless individuals that provides food, bathroom/shower facilities, referrals, and resources. The City was unable to identify resources to fund such a facility, and the need continues to exist.

Existing Public Facilities

There is a great need for disabled access modifications to city-owned and non-profit owned facilities to enhance access for the disabled community. The City is taking active steps to address these accessibility problems at city-owned properties and has developed an ADA Transition Plan to help prioritize and guide accessibility improvements to public facilities. This plan identifies the community facilities and spaces that do not meet ADA standards, describes actions to address areas of inaccessibility, and sets a schedule and priorities for completing the plan. The City will continue to reference the ADA Transition Plan during the annual CDBG planning process to help address the necessary improvements.

Additionally, several social service providers have indicated a need for increased space for program operations; however, funding is not readily available for such expansions since CDBG funds are insufficient to assist with acquisitions or major renovations. However, CDBG funds can be used for accessibility modifications or rehabilitation projects.

How were these needs determined?

New Public Facilities

In preparation for the prior Con Plan, the City's Downtown Task Force addressed the homeless and transient issues that continue to negatively affecting downtown businesses. The Task Force was comprised of local business owners, a Chamber of Commerce Representative, homeless and social service providers, a City Council Member, a County Supervisor, Police Department representatives, and other City staff. The Task Force met for a series of meetings, during several months, to identify causes for the concentration of the homeless population in the area and potential solutions to this issue. In these meetings, multiple solutions were identified including the need for a day facility for homeless individuals.

Existing Public Facilities

CDBG administrators regularly hold public improvement meetings with staff from the City's Public Works and Parks and Recreation Departments to identify which existing public facilities need ADA improvements or renovations. These departments oversee the city-owned community facilities such as the parks, senior center, and library branches. During the meetings the different departments discussed needs and identified potential projects based on CDBG eligibility, usage type, and the frequency in which residents use the facility. These meetings inform the improvement needs of city-owned properties.

Several social service agencies have informed the City of their need for larger tenant spaces and have requested funding to assist in the acquisition; however, there are not sufficient CDBG funds for that

purpose. The City continues to encourage social service agencies to partner and leverage available funding to meet their capital needs.

Describe the jurisdiction's need for Public Improvements:

The City has identified that many of the City's parks' pathways, parking lots, and playgrounds do not meet ADA accessibility standards. As mentioned above, the City's ADA Transition Plan is used as a guide for future ADA improvements at the City's parks. The City will use CDBG funds, when feasible, to address actions listed in the ADA Transition Plan.

How were these needs determined?

As previously mentioned, CDBG administration staff hold public improvement meetings with staff from the City's Public Works and Parks and Recreation Departments to identify which public infrastructure and parks need ADA improvements. During these meetings the different departments discuss public improvement needs and identified potential projects.

Describe the jurisdiction's need for Public Services:

The City's goal is to maintain a healthy and sustainable community and therefore has made it a priority to undertake a variety of community development activities to help improve the lives of low-income residents. The City has identified the following public services as being needed in the community.

Safety Net Services

Safety Net Services are basic services such as food access, shelter, clothing, medical and/or dental services, transportation, domestic violence services, etc. These types of service are essential in helping the homeless and those at risk of homelessness.

Behavioral Health Services

There is a growing need for these services especially for the homeless and chemically dependent populations. Services would include mental health services, counseling, and rehabilitation programs.

Life Skills Training/Education Services

The City has identified a need for services geared toward helping residents improve their lives. Services include: employment skill and vocational training, financial literacy, family support services, literacy services, English as a second language (ESL) services, and case management.

Community Improvement Services

There is an identified need to improve the community as a whole and to engage community members, especially to support the youths and seniors. This especially pertains to the City's downtown area. These services would include crime awareness/prevention, youth services, senior services, and disabled services.

Housing-Related Services

Beyond the need for affordable, safe, and accessible housing, there is a need in the community for housing-related public services. Services would include rental assistance, legal assistance and mediation (tenant/landlord), transitional housing services, and fair housing services.

How were these needs determined?

The City determined its public services needs through multiple public outreach efforts. The City held a joint public meeting with the County of San Mateo to evaluate public needs. Many local service providers attended the meeting and provided input on the needs in South San Francisco and the County as a whole. The City also held a public hearing on community needs in front of the South San Francisco City Council. Additionally, the City supported San Mateo County's online community needs assessment survey that was sent to local service providers, community stakeholders, and residents. This survey asked respondents to identify public service, housing, and economic development needs based on the ranking of high, medium or low priority. This survey was made available from December 10, 2017 to January 26, 2018.

DRAFT

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

The housing market in the San Francisco Bay Area, including South San Francisco, has rebounded from the housing crisis of the previous decade with some of the highest housing costs in the nation. Both home sales prices and contract rents have increased dramatically, and the increased costs have put substantial pressure on low-income households, particularly seniors on fixed incomes, and larger families with children. At the same time, new housing development state-wide has lagged demand, creating a serious supply shortage and contributing to problems like deferred maintenance and overcrowding, which are common symptoms of an over-burdened housing market.

Meanwhile, the general economy has improved over the last five years, with low unemployment and gradual wage growth. Job growth has improved state-wide, especially in the traditionally robust metropolitan areas, such as the Bay Area. Economic opportunities have brought more employees to the metro centers, but housing shortages and high housing costs have pushed many of those employees, particularly lower-wage employees, into housing that is either substandard or overcrowded, or located farther from their employment. The result is a ripple of impacted housing flowing out from the Bay Area and into other northern and central California communities. South San Francisco's location as immediately adjacent to one of the most robust economies in the state has amplified the City's housing challenges, and has made new housing development and housing preservation a community priority.

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

Introduction

This section describes South San Francisco’s economic development asset needs, whereas the Needs Assessment section of this plan, specifically NA-50 (Non-Housing Community Development Needs), described South San Francisco’s needs for public facilities, improvements, and services. The following tables provide context for the market analysis.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers	Share of Jobs	Jobs less workers
Agriculture, Mining, Oil & Gas Extraction	66	5	0.2%	0.0%	-0.2%
Arts, Entertainment, Accommodations	4,193	4,525	11.9%	8.9%	-3.0%
Construction	1,718	2,487	4.9%	4.9%	0.0%
Education and Health Care Services	7,135	6,793	20.2%	13.3%	-6.9%
Finance, Insurance, and Real Estate	2,654	1,812	7.5%	3.6%	-4.0%
Information	894	352	2.5%	0.7%	-1.8%
Manufacturing	2,449	11,667	6.9%	22.9%	16.0%
Other Services	2,165	1,695	6.1%	3.3%	-2.8%
Professional, Scientific, Management Services	4,609	8,219	13.1%	16.1%	3.1%
Public Administration	1,459	312	4.1%	0.6%	-3.5%
Retail Trade	3,788	3,123	10.7%	6.1%	-4.6%
Transportation and Warehousing	2,817	5,459	8.0%	10.7%	2.7%
Wholesale Trade	1,300	4,452	3.7%	8.7%	5.1%
Total	35,247	50,901	--	--	--

Table 5 - Business Activity

Data Source: 2012-2016 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs) OnTheMap Jobs by NAICS Industry Sector

Labor Force

Total Population in the Civilian Labor Force	37,743
Civilian Employed Population 16 years and over	35,247
Unemployment Rate	6.6%
Unemployment Rate for Ages 16-24	15.35%
Unemployment Rate for Ages 25-64	6.83%

Table 6 - Labor Force

Data Source: 2012-2016 ACS

Occupations by Sector	Number of People
Management, business, science and arts	12,138
Farming, fisheries and forestry occupations	55
Service	7,345
Sales and office	9,390
Construction, extraction, maintenance and repair	2,205
Production, transportation and material moving	4,169

Table 7 – Occupations by Sector

Data Source: 2012-2016 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	19,767	58%
30-59 Minutes	11,300	33%
60 or More Minutes	2,860	9%
Total	33,836	100%

Table 8 - Travel Time

Data Source: 2012-2016 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	3,041	287	1,546
High school graduate (includes equivalency)	5,589	420	1,277
Some college or Associate's degree	9,830	794	2,021
Bachelor's degree or higher	11,536	447	1,401

Table 9 - Educational Attainment by Employment Status

Data Source: 2012-2016 ACS

Educational Attainment by Age

Educational Attainment	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	7	441	294	1,548	1,449
9th to 12th grade, no diploma	543	655	867	1,069	1,170
High school graduate, GED, or alternative	1,416	1,807	1,550	3,929	2,894
Some college, no degree	2,110	2,745	2,007	4,170	1,371
Associate's degree	351	989	691	2,063	694
Bachelor's degree	790	3,226	2,811	4,423	1,666
Graduate or professional degree	0	824	1,105	1,033	504

Table 10 - Educational Attainment by Age

Data Source: 2012-2016 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months 2009-2013 ACS (2013-2018 Consolidated Plan)	Median Earnings in the Past 12 Months 2012-2016 ACS
Less than high school graduate	\$21,559	\$30,047
High school graduate (includes equivalency)	\$31,965	\$35,303
Some college or Associate's degree	\$42,188	\$41,491
Bachelor's degree	\$57,871	\$59,129
Graduate or professional degree	\$73,462	\$92,283

Table 11 – Median Earnings in the Past 12 Months

Data Source: 2009-2013 ACS, 2012-2016 ACS

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

From the Business Activity table above, the five most common sectors of economic activity (also referred to as industries) in South San Francisco are listed below:

1. Educational services, including health care and social assistance (20% of workers and 13% of jobs). Health care and social assistance includes nursing homes, doctors, medical assistants and social workers.
2. Professional, scientific, management, administrative and waste management services (13% of workers and 16% of jobs). Professional, scientific, management and administrative industries includes accountants, interior designers, engineers, and environmental consultants. Waste management refers to processing, transporting, storing, handling and recycling waste products.
3. Arts, entertainment, accommodations (12% of workers and 9% of jobs). Arts, entertainment and accommodations includes hotels and motels, and arts and entertainment organizations including non-profit organization.
4. Retail trade (11% of workers and 6% of jobs). The retail trade sector comprises establishments engaged in retailing merchandise, generally without transformation, and rendering services incidental to the sale of merchandise.
5. Transportation and Warehousing (8% of workers and 11% of jobs). Transportation and warehousing includes trucking, railroad, dock workers, and the associated warehouses.

Describe the workforce and infrastructure needs of the business community:

South San Francisco's economy was historically based on manufacturing and processing industries many of which have evolved into warehousing and distribution businesses. Growth in high technology and service firms has continued in the City. The City is the hub to the life science industry, housing over 200 firms and utilizing over 11.5 million square feet. The City continues to make investments in infrastructure to support this key industry.

Affordable housing is an even greater key economic development challenge facing South San Francisco than it was five years ago.

As Table 11 shows, there are some industries where the workforce and available jobs align. Other industries are importing labor while other occupations are exporting workers. The gap between manufacturing jobs and manufacturing works indicates that many workers are coming from outside the City. The professional, scientific, and management services industry is also importing labor. Conversely, public administration professionals, information professionals, and a small number of education and health care service professionals are exporting labor.

The alignment of workforce and jobs can provide insight about what kind of housing and workforce development is necessary. For instance, the surplus of transportation and warehousing and manufacturing jobs, which generally pay low to middle wages, indicates that there is likely a shortage of housing affordable to those employees. At the same time, the export of public administrators and information professionals indicates that these higher wage positions are finding housing that is affordable for them in the City while working in other jurisdictions.

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

According to a check of the South San Francisco Economic Development Department website on December 21, 2017, the following development projects are either currently under review or under construction. These new developments may result in the creation of new jobs. Numerous jobs in the professional, scientific, management services sector can be anticipated in association with the new office and R&D projects and associated projects like child care centers. Additional new jobs will likely be, or already have been, created in the arts, entertainment, accommodations sector due to the new hotels, Oyster Point Redevelopment at the marina, wellness facilities, restaurants, and performing arts center. New jobs will likely be, or already have been, created in the public administration sector due to the new USDA office building, police station and fire station.

PROJECT	DESCRIPTION
494 Forbes Boulevard	Two 4-5 Story Office/R&D buildings and a 3-level parking structure.
249 E. Grand	Four Office/ R&D buildings and a 4-level parking garage.
328 Roebling	Construct two Office/R&D buildings and at grade & subterranean parking.
Merck Campus	Nine story Office/R&D building, and a multi-level parking garage.
475 Eccles	Two 4-story Office/R&D buildings and a 5-level parking structure.
Gateway Business Park Master Plan	Master Plan approval for 4 parcels totaling 22.6 acres, with an overall FAR of 1.25.
Gateway of Pacific	Construct two Office/R&D buildings (12-story & 5-story) with two-level subterranean parking garages and a 47,938 SF amenity building.
Britannia Cove at Oyster Point	884,344 SF of Office/R&D development (7 buildings), a full service hotel with up to 200 rooms (including a restaurant), 20,000 SF of retail including a restaurant and an 8-story parking structure.

PROJECT	DESCRIPTION
Oyster Point Redevelopment	Multi-phased development of Oyster Point in South San Francisco. Approved by the City Council in 2011, the Oyster Point Specific Plan (OPSP) calls for the transformation of 81 acres of bay front area into a mixed-use development that will include a state-of-the-art life sciences campus, new park and recreation space, a vibrant marina environment, and a site that can accommodate commercial and hotel uses.
Genesis	Two office towers, 24,000 SF of commercial, 200 seat performing arts center, and 100 child day care center. Amenity building consisting of 110-room hotel, wellness center, restaurant, retail and various amenities adjacent and connected to the North Tower.
Genentech Child Care Building	Administrative building and four classroom buildings. Up to 500 Children and 175 associated staff members are anticipated.
Genentech Building B-40	8 Story, 160,000 SF office and amenity building.
USDA Office Building	Tentative Parcel Map to construct a 21, 807 SF office building on a vacant 3.62 acre site.
Costco Site Improvements	Demo and construct a new fuel facility with 12 dispensers, a new underground storage tank, and the north parking lot will be expanded, with an expansion of the existing Costco Warehouse building.
550 Gateway Hotel	5-story Hotel with 151 rooms.
Marriott Fairfield Inn & Suites	5-story Hotel with 128 rooms.
Caltrain Station Improvement Project	Project will realign the station to allow easier pedestrian access to downtown, as well as improve station safety and disabled access. An underpass and plaza will be constructed to allow pedestrians access from downtown to the newly renovated station and to the east side of US 101.
South San Francisco Community Civic Campus	Primarily funded by Measure W, this project will include the design and construction of a new Police Station, a new Fire Station, and a shared Library and Parks and Recreation facility.

Data Source: City of South San Francisco, 2017

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

With over 100 biotechnology companies, the City of South San Francisco is the nation's hub for the life science industry. The industry and the City have identified workforce development as a critical challenge in order to retain the industry in South San Francisco. While there are local universities such as UCSF and Stanford to supply the scientists, the industry does not employ only scientists as it utilizes a full range of workers with different skill sets. The City has found that the elementary and secondary school system in South San Francisco does not focus on job training for existing high-technology and emerging green industries. The City has assisted the school district in obtaining grants to teach more math and science in the schools. The City has

also partnered with businesses to provide direct assistance to the schools. Currently, the City's Library provides after school programs to elementary school students in math and science education. The City also partners with Skyline College to promote biotechnology training to individuals who do not continue to a four-year university.

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

There are several regional workforce training options available to South San Francisco Residents. These include:

El Concilio Emergency Social Services; provides information about employment assistance and training programs to local residents, including Spanish speaking households. Also provides referrals to other service providers.

Family Service Agency of San Mateo County: Senior Employment Services; provides training and job placement for low-income people over 55. Also runs a job-matchup program with no income requirements.

Goodwill Industries of San Francisco, San Mateo, and Marin Counties; provides vocational rehabilitation programs for disabled and disadvantaged adults with an emphasis on computer software applications, hotel and restaurant management, banking, and retail training.

Jobtrain: Job Training and Placement Program; provides job training to low-income unemployed or underemployed adults and independent youth in the Bay Area.

Peninsula Family Service: Second Career Employment Program; provides job training and placement to low-income persons over the age of 55.

South San Francisco residents have access to many educational opportunities, all of which offer career development and job training, including:

Public Universities

- San Francisco State University
- University of California, Berkeley
- University of California, San Francisco

Community Colleges

- Skyline College
- San Francisco City College
- College of San Mateo

Private Institutions

- Stanford University
- University of San Francisco
- Golden Gate University

- At least half a dozen fine art schools

The above mix of job training opportunities provides comprehensive coverage of both the resident population and the range of jobs available in the City. While many of the social service job training providers help older or low-income persons develop new or core job skills, the community college and local universities provide opportunities for higher education, particularly in the math and sciences. This range of opportunity aligns with many of the larger employment sectors in the City.

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

The Association of Bay Area Governments (ABAG) is preparing the CEDS for the Bay Area. San Mateo County will be a participant in the CEDS for the Bay Area. The City of South San Francisco intends to participate in the CEDS once it is final.

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

The Bay Area Comprehensive Economic Development Strategy (CEDS) is being prepared by the Association of Bay Area Governments (ABAG) in collaboration with local and regional workforce organizations. One of the end results of the CEDS will be the establishment of a Regional Economic Development District (EDD) per US Economic Development Administration standards.

The strategy presents a socioeconomic overview of the Bay Area and will work to address the most critical economic development challenges in the area:

- Housing
- Workforce Training
- Transportation and Infrastructure
- Business Resilience and Opportunities
- Community Health and Equity

The Regional Economic Development District is built around a set of underlying principles under which the EDD will operate.

A Comprehensive Approach to Reaching Economic Goals

A strong local and regional economy can only be achieved with a comprehensive integrated focus on good jobs and workforce development; housing and transportation; energy, water and telecommunications; and overall financial stability.

Equity

The action plan will only be successful if it improves opportunities and conditions for low-income households and disadvantaged communities and mitigates negative impacts on these groups or areas.

Local Control

Local government’s land use authority and plans for their communities will be respected and the objectives of local organizations will be incorporated into the regional plan.

Regional Diversity

Recognize that each city and county has unique assets and challenges and that the application and implementation of the Action Plan will vary to best respond to local community conditions.

Resilience

Actions will recognize the broader demands of a setting challenged by natural hazards and long term climate change.

Discussion

A shortage of housing and affordable housing is one of the most significant challenges facing the workforce in the Bay Area, including South San Francisco. The lack of workforce housing means that employees must commute to work, sometimes long distances. While Table 14 shows that 42% of South San Francisco residents commute more than 30 minutes to work, the jobs to workers imbalance in the lower and middle-income wage range indicates that a significant portion of the workforce is commuting in to the City from other lower cost areas. Commuting has direct and measurable impacts on workforce productivity, traffic congestion, and air quality. Addressing the shortage of affordable workforce housing is a priority need for the Bay Area in general, including the City of South San Francisco.

DRAFT

MA-50 Needs and Market Analysis Discussion

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

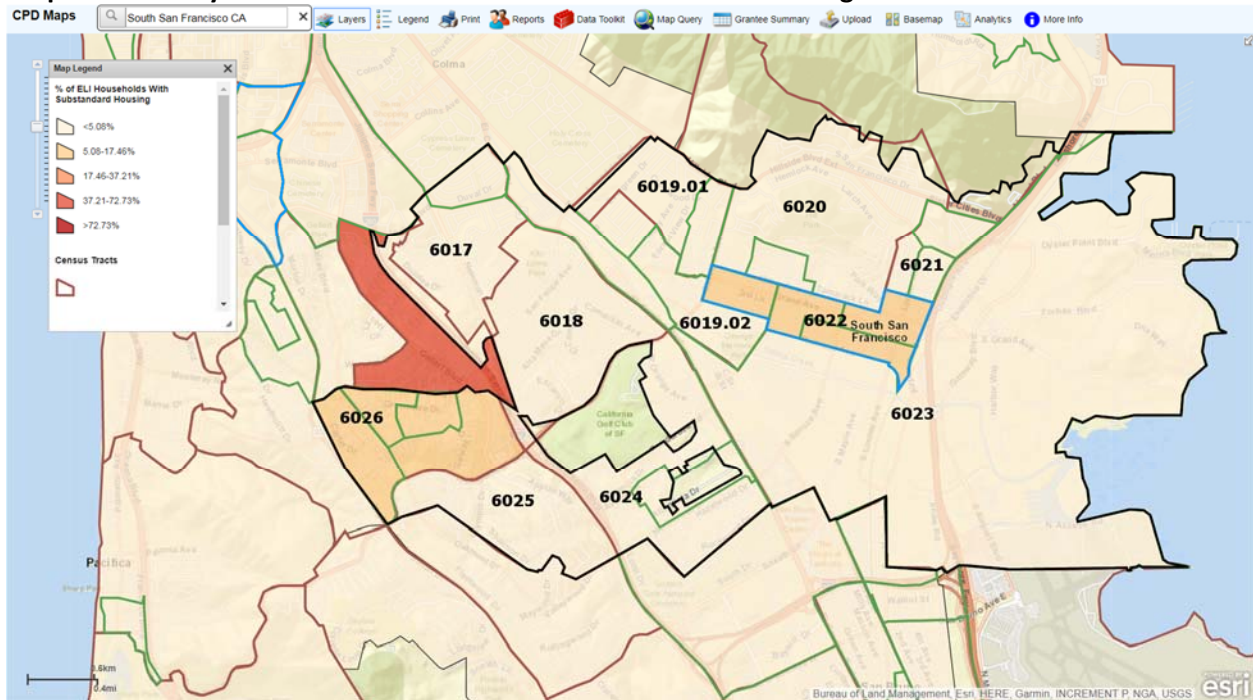
Substandard housing maps 1 – 3 show the highest concentrations of substandard housing by income level in the City, as determined by HUD's CPD Maps. Map 1 shows substandard housing by extremely low-income households. Both census tracts 6022 and 6026 show between 5% and 17.5% of housing as substandard. Map 2 shows low-income housing, and has the same census blocks as having the highest concentrations of substandard housing in the City with between 4.3% and 15.9% of units as substandard. Map 3 has between 3.5% and 13.7% of housing in moderate-income households as substandard in those same tracts.

The maps also show substandard housing in three areas immediately adjacent to the City. These include the California Golf Club, the section of unincorporated area to the south east of the golf club, and Census tract 6016.03 to the north west of the City. One challenge in preparing housing market analysis at the jurisdictional level is that housing markets tend to be very porous, and boundaries like school districts tend to have much more influence over markets than city boundaries or census tracts.

Much of the downtown and older sections of the City of South San Francisco developed in the early 1900's predominately along the Bay, and the historic downtown area was the first area to contain housing and commercial properties. Most of the downtown area was constructed between 1915 and 1930 and many of those housing units and buildings still exist today. The construction period of the 1920's used lead paint and asbestos extensively and even homes constructed up to 1978 can contain lead-based paint. In the downtown area, approximately 87% of the occupied housing units were built before 1979, which is why the downtown is now the focus area for lead paint abatement programs (2012-2016 American Community Survey 5-Year Estimates). Further, the foggy and rainy Peninsula weather creates water intrusion and mold/mildew problems for structures in the area which were not built to today's modern codes. These problems attribute to the housing rehabilitation needs in these areas. As described both above and in more detail below, the downtown Area also has the largest concentration of extremely low and low-income families. Since the families in this area lack adequate resources, it makes it difficult to address structural conditions in the home such as lead and asbestos abatement or rehabilitation of broken windows and doors. The lack of resources also creates poor health and safety conditions in the home.

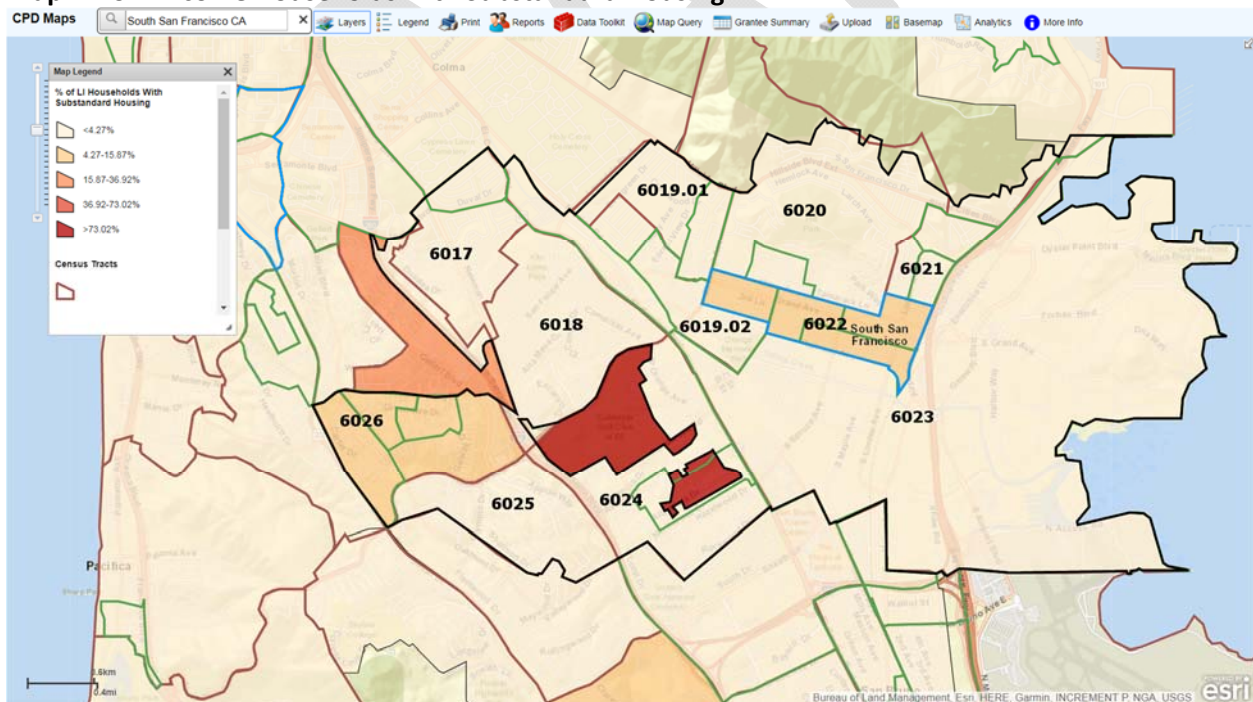
The most prominent housing problem in the City is cost burden, followed by overcrowding. While the vast majority of homes have complete plumbing facilities, many older homes have deferred maintenance and associated health and safety problems. These repairs can be quite expensive and out of financial reach for low-income homeowners, which leads to additional maintenance problems and deterioration.

Map 1: Extremely Low-Income Households with Substandard Housing



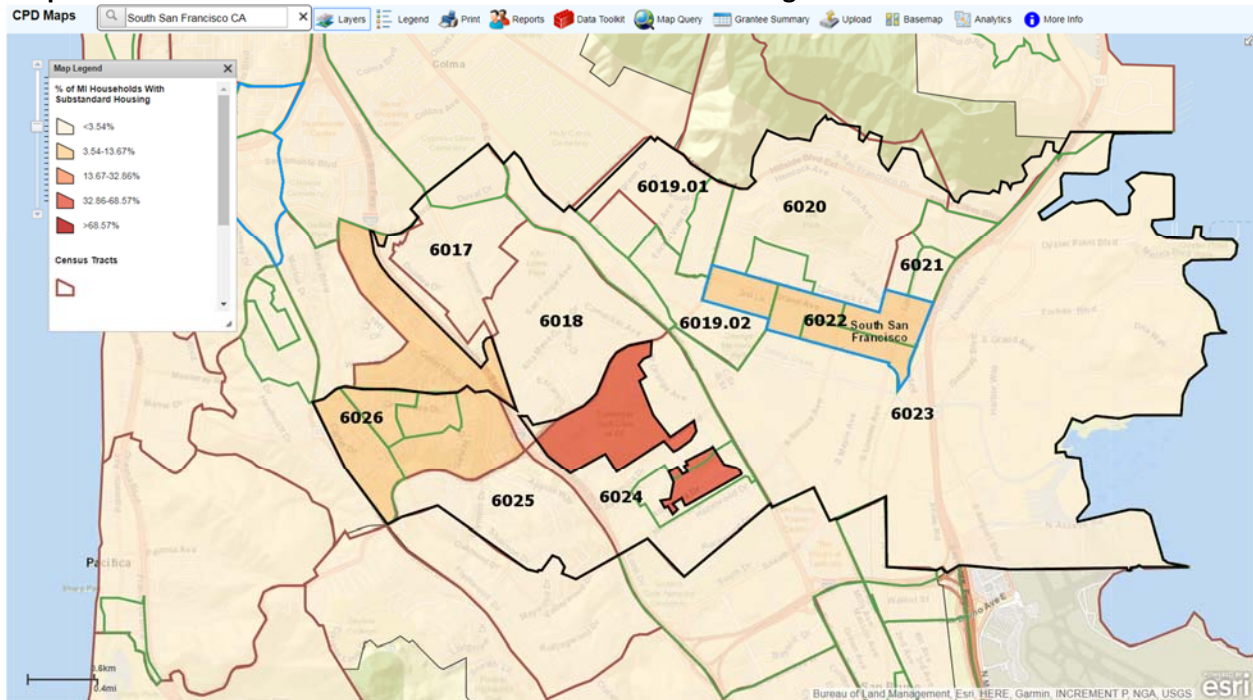
Data Source: CPD Maps, 2017

Map 2: Low-Income Households with Substandard Housing



Data Source: CPD Maps, 2017

Map 3: Moderate-Income Households with Substandard Housing

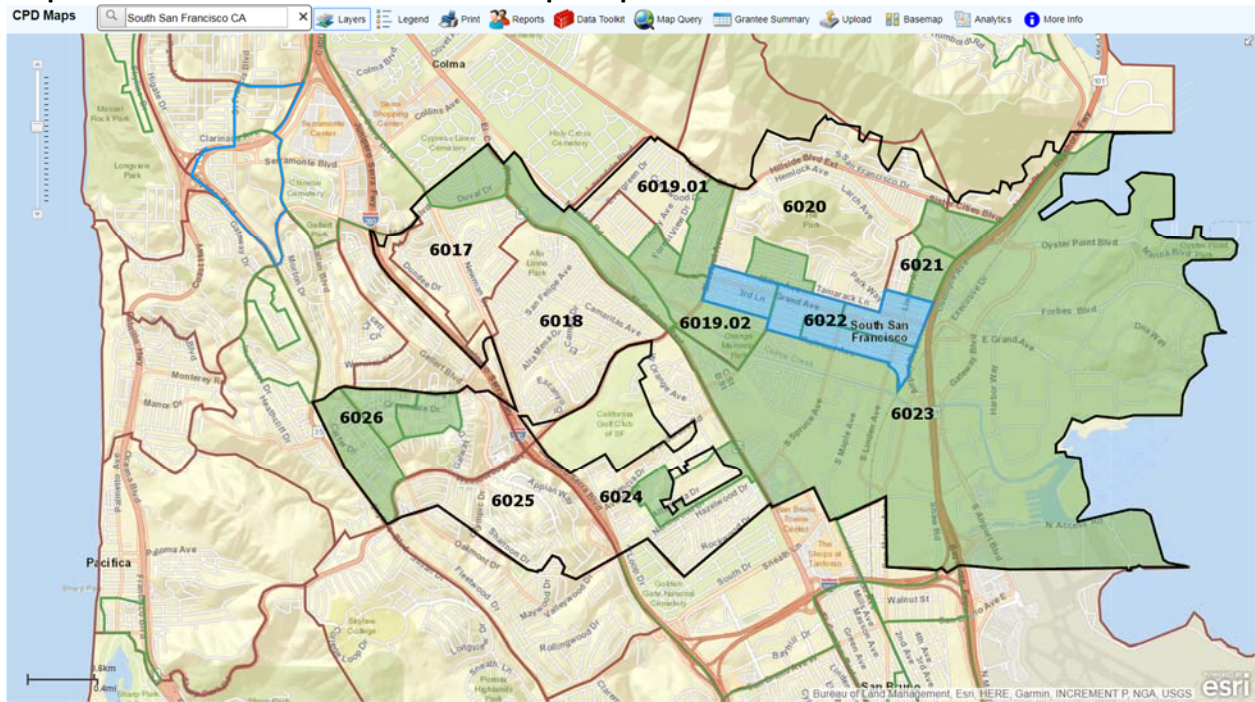


Data Source: CPD Maps, 2017

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

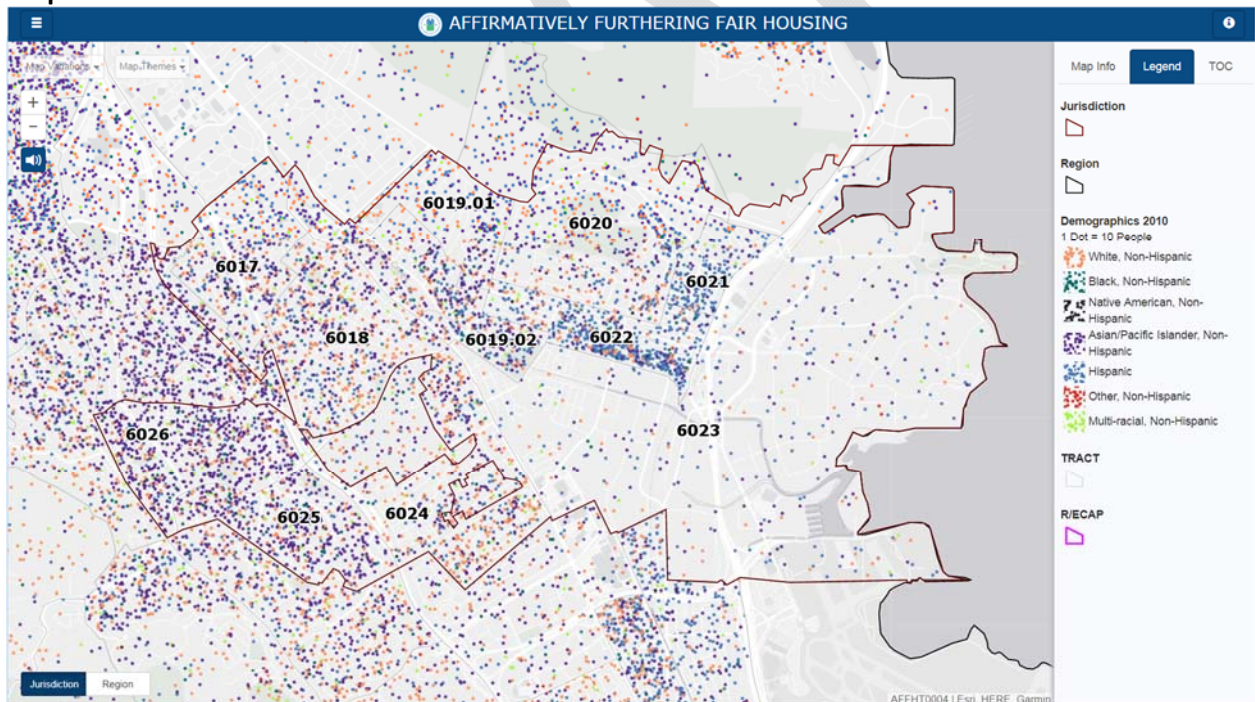
The City's low-income target area includes part or all of census tracts 6026, 6024, 6023, 6022, 6019.02, 6019.01, and 6021. Census tract 6022 is both a low-mod census tract and qualified census tract. Low-mod areas are census block groups where more than 50% of households earn less than 80% of AMI, as determined by HUD. Qualified census tracts are based on the national poverty level, and indicate a deeper and more intrinsic level of poverty. Please see Map 4: 2018 Low-Income Census Block Groups Map below for a rendering of the low-income areas and qualified census tracts in the City. Areas in green are low-mod census blocks, and areas in blue are qualified census tracts. Map 5: Race and Ethnicity distribution shows where race and ethnic minority households live in the City. For the purposes of this discussion, a low-income household concentration means areas where more than 50% of households earn less than 80% of AMI. Minority concentrations indicate areas where there are proportionally more minority households than in the region as a whole. The graph below shows the comparison of race and ethnic minorities in South San Francisco compared to the San Francisco, Oakland, and Hayward region.

Map 4: 2018 Low-Income Census Block Groups Map

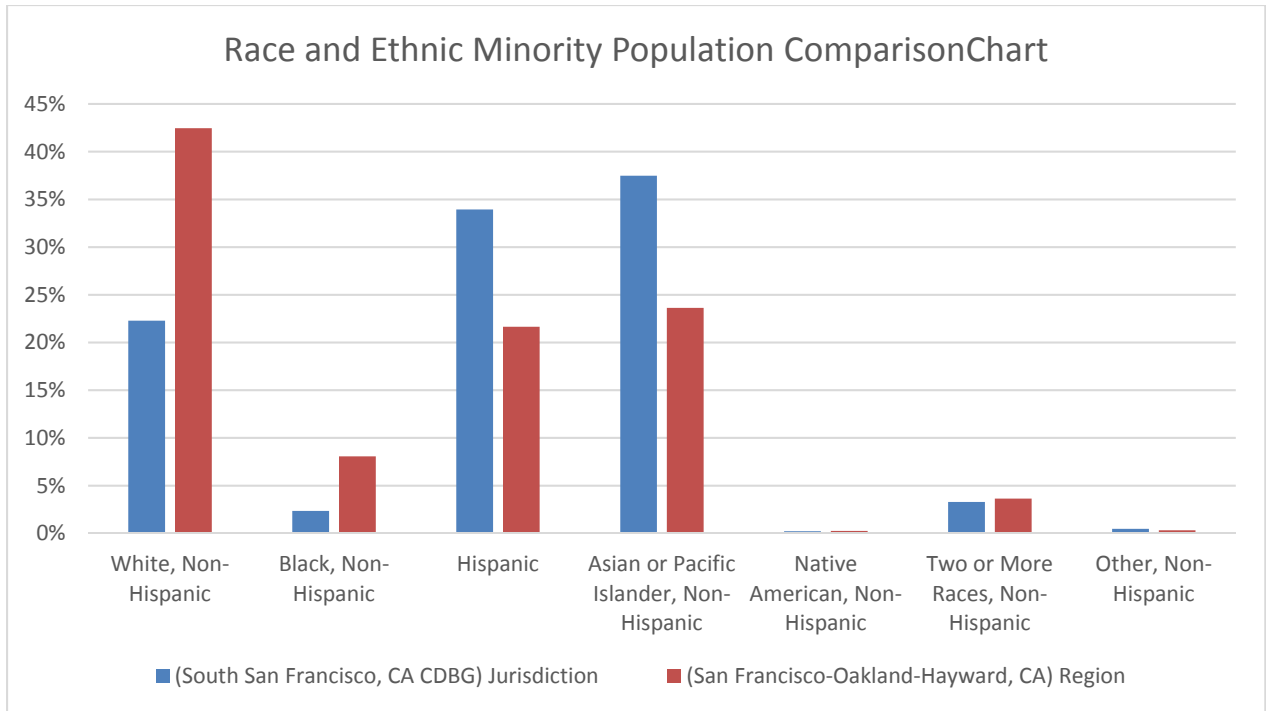


Data Source: CPD Maps, 2017

Map 5: Race and Ethnic Concentrations



Data Source: AFFH Maps, 2017



Data Source: AFFH Maps, 2017

The highest concentrations of Hispanic households in the City are in census tracts 6022 and 6021, which are the City’s qualified census tract and one of the low-income census block groups, and where much of the older and substandard housing in the City is located. Tract 6026 is the other block group that has both a high concentration of low-income households as well as substandard housing and has a significant distribution of Asian residents. Both the Hispanic and Asian populations are much higher in South San Francisco than in the region as a whole. Please see the City’s Assessment of Fair Housing, completed in coordination with San Mateo County 2017 for a more in-depth analysis of the race and ethnic population distributions in the City.

Due to the downtown and adjacent area of the City having high concentrations of Hispanic families and low-income families, the City has deemed this area in prior Consolidated Plans to be a Local Target Area. The City has, in the past, targeted social services and resources to this area. Seeing as the demographics have remained relatively the same since the 2000 census, the City will continue to classify the downtown area as a Local Target Area and target resources and services there when feasible.

The table below shows the ethnic breakdown for the whole city.

South San Francisco Race and Ethnic Breakdown

Total population*	63,632	% of Total
Hispanic	21,595	34%
White	14,177	22%
Black/African American	1,486	2%
American Indian/Alaska Native	138	0%
Asian or Pacific Islander	23,850	37%
Two or More Races/Other	2,386	4%

Data Source: AFFH Maps, 2017

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

Downtown is the historic commercial center in South San Francisco. The downtown area has transformed from a regional commercial center in the 1960s to a local-serving commercial zone with primarily restaurants and local serving retail uses. During the previous Consolidated Plan period the City dedicated significant resources to help address vacant and dilapidated storefronts and a lack of private investment. The City also focused on addressing the chronic homelessness problem that was adversely impacting the downtown neighborhoods. As this area is predominately low-income, residents have limited disposable incomes that can be spent in the downtown for rehabilitation and the City's contributions have help catalyze reinvestment and overall improvement. The City plans to continue investing in the disadvantage downtown neighborhoods to support recent improvements and leverage private investment.

Are there any community assets in these areas/neighborhoods?

As mentioned above, the City has identified the downtown as a Local Target Area due to the concentration of low income families and substandard housing. Within the downtown area there are numerous social service providers and community facilities. Listed below are some significant community facilities/programs.

Magnolia Senior Center - Provides a wide range of programs for seniors, such as blood pressure screenings, health insurance counseling, exercise classes, English as a Second Language (ESL) classes, educational presentations, and hot meals. The Magnolia Center also includes an Adult Day Care Center to help frail or impaired adults with disabilities remain in the community through social, mental, and physical stimulation.

Community Learning Center - Collaborates with community-based organizations to provide a wide variety of educational programs to residents: English language classes, computer instruction, homework assistance, activities for children, native language literacy classes (Spanish), job training and citizenship classes. The Center serves approximately 1,500 residents (children and adults) annually.

Sitike Counseling Center – Addiction prevention and recovery services.

In addition to these programs, City Hall, St. Vincent De Paul, Grand Avenue Library, South San Francisco Health Clinic, Latino Commission, and Project 90, are also located in this area.

Are there other strategic opportunities in any of these areas?

There are development opportunities in this area with some of the City's properties. The City's Housing Rehabilitation Program will continue to provide low interest loans to low-income homeowners as there continues to be rehabilitation needs in the area.

DRAFT

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The City has identified a high priority need for public services, affordable housing, homeless services and housing, and public facilities improvements. These needs were identified and reconfirmed to be high priorities based on community input and consultation efforts. The City has established the following goals to meet these needs:

Goal: Increase, maintain, and improve the supply of affordable housing for extremely low- to moderate-income individuals/families.

The activities the City will implement include: affordable housing acquisition and/or rehabilitation, minor home repair, and accessibility modifications. Additionally, the City will continue to administer its existing First Time Home Buyer Loans and Below Market Rate Housing units.

Goal: Preserve and improve public facilities and infrastructure that serve low-income neighborhoods or special needs residents.

Publicly-owned Facilities - The City has identified that many of its public facilities need accessibility modifications and is in the process of creating an ADA Transition Plan. The City will use CDBG funds, when feasible, to address actions listed in the ADA Transition Plan. The City will also use CDBG funds, when available and feasible, to rehabilitate facilities with urgent needs.

Non-profit Facilities - The City will use CDBG funds, when feasible, to help non-profits preserve and improve their public facilities that serve low to moderate income and/or special needs residents. Many non-profit organizations currently occupy buildings that are not in optimal condition or are inadequate to serve their clients.

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.

To meet the City's public service needs, the City will fund non-profit agencies and organizations that provide one or more of the following services as described in the Needs Assessment Section: Safety Net Services, Behavioral Health Services, Life Skills Training/Education Services, Community Improvement Services, and Housing-Related Services.

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

There is a significant need for emergency and transitional housing as well as case management but with the dissolution of the RDA, the City lacks funding for construction and operating costs of emergency and transitional housing. The City plans to offset the loss of operating funds by providing funds, when feasible, for rehabilitation and accessibility modifications to emergency and transitional housing. However, should funds become available the City will support operating costs.

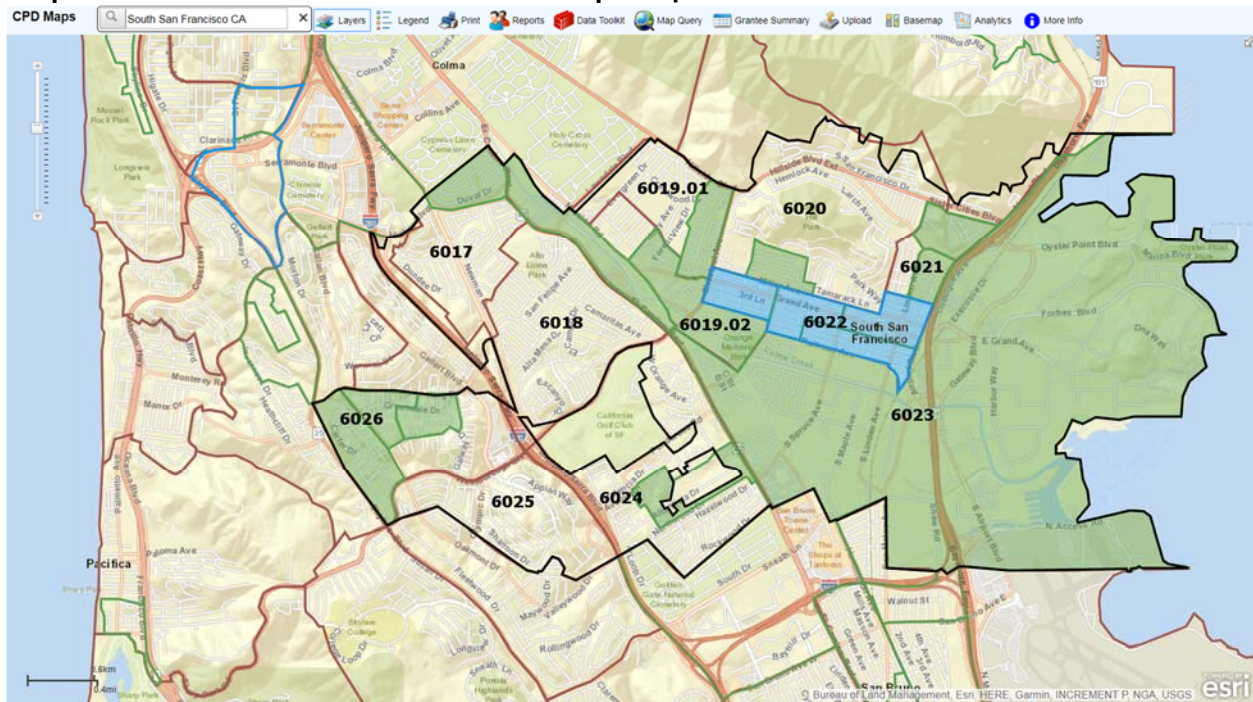
SP-10 Geographic Priorities - 91.415, 91.215(a)(1)
Geographic Area

1	Area Name:	SSF Downtown Tracts 6021, 6022
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Comprehensive
	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	The South San Francisco Downtown Target Area consists of census tracts 6021 and 6022.
	Include specific housing and commercial characteristics of this target area.	This target area is comprised of the City's historic downtown commercial sector and the surrounding residential neighborhoods. The downtown area has transformed from a regional commercial center in the 1960s to a local-serving commercial zone with primarily restaurants and local serving retail uses. This area also has a variety of housing options: single family, multi-family and single room occupancy (SRO) hotels. City Hall is located in this target area along with many city-owned community facilities such as Grand Avenue Library and the Magnolia Senior Center. Additionally, just bordering these two census tracts is the Community Learning Center. Many social services are also located in this geographic region such as North Peninsula Neighborhood Services Center, St. Vincent De Paul, and the South San Francisco Health Clinic. This area has also been identified as a local target area due to more than 51% of the population being at or below 80% of Area Median Income.
How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	The consultation and citizen participation process reconfirmed the downtown area to be a neighborhood of need. For example, in the community input meeting held on October 24, 2017, participants in the meeting expressed that there needed to be more recreational and community activities for the youth and seniors specifically in this area. Additionally, in Section MA-50 it further discusses the concentration of low-income families and Hispanic families in this area.	

<p>Identify the needs in this target area.</p>	<p>There are significant needs for a wide range of social services and resources along with affordable housing options, as the majority of residents in this area are extremely-low and very-low income. There is also a population of chronically homeless and transients that spend a lot of time downtown, and impact the commercial viability of some of the local businesses. This has led to the need for improved accessibility to and availability of homeless shelters and comprehensive services.</p>
<p>What are the opportunities for improvement in this target area?</p>	<p>The City's Housing and Commercial Rehabilitation Programs are available to homeowners/businesses in the area. Additionally, there are many community facilities and local service providers within or near this area (See MA-50 for more information).</p>
<p>Are there barriers to improvement in this target area?</p>	<p>The lack of federal funds is the greatest barrier to providing a better quality of life in the target area. Given that most problems faced by low income, working families stem from a lack of resources, many are forced to live in substandard conditions and it is difficult to find jobs that pay adequately to cover the rent and other household needs like food, childcare or healthcare.</p>

Table 12 - Geographic Priority Areas

Map 6: 2018 Low-Income Census Block Groups Map



Data Source: CPD Maps, 2017

General Allocation Priorities

As discussed in the Market Analysis, the substandard housing challenges overlap with the low-income neighborhoods. Additionally, South San Francisco is an older City and has been working to update aging infrastructure. Much of that older infrastructure is in the older and low-income neighborhoods. Targeted capital improvement funds will focus on areas with the highest need. Conversely housing preservation and public service funds will be spread out more across the City to ensure that residents have access to services and assistance.

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

Priority Needs

1	Priority Need Name	Public Services
	Priority Level	High
	Population	Extremely Low Low Large Families Families with Children Elderly Public Housing Residents Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	City Wide
	Associated Goals	Provide Public Services to Improve Quality of Life
	Description	As described in the Needs Assessment Section, there is a need in the community for a wide variety of public services. These services are essential in helping low-income residents.
	Basis for Relative Priority	Public services were identified in the community meetings and in the community needs assessment survey as being a high priority need in the community. 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.
2	Priority Need Name	Affordable Housing

	Priority Level	High
	Population	Extremely Low Low Large Families Families with Children Elderly Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence
	Geographic Areas Affected	Low-Income Census Block Groups
	Associated Goals	Increase, Maintain, & Improve Affordable Housing
	Description	South San Francisco has extremely high housing costs and a limited supply of affordable housing units. There is a need in the community to increase affordable housing units through new construction, acquisition and inclusionary housing policies. There is also a great need to maintain and improve the existing affordable housing stock as the City's housing stock is quickly aging. Maintaining and improving the affordable housing stock requires rehabilitation and accessibility modifications along with helping low income families stay in their current homes.
	Basis for Relative Priority	The City's assessment of affordable housing as a high priority need is consistent with the feedback provided by residents, local service providers, and other community stakeholders. This need is also apparent as rapidly rising rents have made housing cost burden the most predominant housing problem in the City. For further information regarding housing data and needs, please see the attachment Summary of Housing Need.
3	Priority Need Name	Homeless Services and Housing
	Priority Level	High

	Population	Extremely Low Large Families Families with Children Elderly Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth
	Geographic Areas Affected	City Wide
	Associated Goals	Provide Service-Enriched Homeless Shelters
	Description	There is a need in the City 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 area.
	Basis for Relative Priority	
4	Priority Need Name	Public Facilities and Infrastructure Improvements
	Priority Level	High

Population	Extremely Low Low Moderate Large Families Families with Children Elderly Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Victims of Domestic Violence Non-housing Community Development
Geographic Areas Affected	City Wide
Associated Goals	Preserve and Improve Public Facilities
Description	The City has identified that there is a need to make accessibility modifications and improvements to public facilities as many don't meet ADA requirements. Additionally, many public facilities are in aging and dilapidated buildings.
Basis for Relative Priority	An internal assessment determined the need for ADA modifications at City-owned public facilities. Additionally, the joint public input meeting identified the need for community spaces and recreation activities, especially for youths and seniors in the downtown area.

Table 13 – Priority Needs Summary

Narrative (Optional)

The City has identified the following needs in the community:

Public Services - As described in the Needs Assessment Section, there is a need in the community for a wide variety of public services.

Basis for Relative Priority: Public services were identified in community meetings and in the community needs assessment survey as being a high priority need.

Affordable Housing - There is a need in the community to increase affordable housing units through new construction, acquisition, and inclusionary housing policies. There is also a great need to maintain and improve the existing affordable housing stock as the City's housing stock is quickly aging. Maintaining and improving the affordable housing stock requires rehabilitation and accessibility modifications along with helping low income families stay in their current homes and become first time homebuyers.

Basis for Relative Priority: The City's assessment of affordable housing as a high priority need is consistent with the feedback provided by residents, local service providers, and other community stakeholders.

Homeless Services and Housing - There is a need in the City for service-enriched shelters and transitional housing for both homeless individuals and families as the City is struggling to address chronic homelessness and transients, especially in the downtown area.

Basis for Relative Priority: The City's assessment of homeless needs is consistent with data from the 2017 Homeless Count and Survey and with feedback from the community and the stakeholder consultations.

Public Facilities Improvements - The City has identified that there is a need to make accessibility modifications and improvements to public facilities as many don't meet ADA requirements. Additionally, many public facilities are located in aging and dilapidated buildings.

Basis for Relative Priority: An internal assessment determined the need for ADA modifications at City-owned public facilities. Additionally, the joint public input meeting identified the need for community spaces, especially for youths and seniors in the downtown area.

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

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public federal	Admin and Planning Housing Public Improvements Public Services	Estimated \$400,000	Estimated \$50,000	Estimated \$200,000	Estimated \$650,000	\$1,600,000	Includes Entitlement and Projected Program Income
Other	public federal	Fair Housing Support	\$11,000	\$0	\$0	\$11,000	\$44,000	The City of South San Francisco is part of the San Mateo County HOME Consortium.

Table 14 - Anticipated Resources

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

Both Federal and State funding has been reduced over the recent years. The City's CDBG funding is not sufficient to leverage significant private, state, or local funds and now can only be provided as a small match in attempts to secure what other non-federal funding might be available. Cuts to CDBG entitlement amounts over the last five years have also required the City to cut funding to nearly half of the public service organizations once provided yearly operating funds. However, there are still limited housing and commercial rehabilitation funds available. There is no matching fund requirement for the CDBG program however on occasion the City Council will require a small match of private funds for the loans/grants issued to Downtown businesses through the City's Commercial Rehabilitation Program. The City of South San Francisco also does not receive nor operate federally funded programs that require matching funds.

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

Over the years, the City of South San Francisco's RDA had acquired several residential and commercial properties. The City has been able to maintain the residential properties but was required to sell the commercial properties and return all proceeds to the State. CDBG funds have been extremely useful in assisting with rehabilitation needs for those residential properties which are leased to low income families. For example, gas and sewer lines have been repaired on an emergency basis at these properties.

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 and the senior center. CDBG

funds do not subsidize, in any way, the operations of those city-owned facilities but provides accessibility and non-routine maintenance improvements. The CDBG funds can also occasionally provide minimal leverage to the majority of City funds needed to maintain the facilities.

Discussion

While federal funding was supplemented to help encourage local recovery during the recession, in the years since funding has been routinely cut and resources have been significantly reduced. The state of California has recently passed legislation to help support affordable housing and there will potentially be new funding sources intended to increase and preserve the affordable housing stock. However, changes in the federal tax code have adversely impacted the low-income housing tax credit program, which has been the principal funding source for low-income housing for the last few decades. Without significant new resources or federal support for new affordable housing, jurisdictions with constantly shrinking CDBG allocations, like the City of South San Francisco, will have fewer and fewer opportunities to use funding to adequately address community needs.

DRAFT

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

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

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
SOUTH SAN FRANCISCO	Government	Economic Development Homelessness Non-homeless special needs Ownership Planning Rental neighborhood improvements public facilities public services	Jurisdiction
SAN MATEO COUNTY	Government	Economic Development Homelessness Non-homeless special needs Ownership Planning Rental neighborhood improvements public facilities public services	Region
Housing Authority of the County of San Mateo	PHA	Public Housing	Region
South San Francisco Housing Authority	PHA	Public Housing	Jurisdiction
Non-Profit Organizations	Non-profit organizations	Public Services	Region
San Mateo County Continuum of Care	Other	Homelessness	Region

Table 15 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

The County of San Mateo and local non-profit agencies provide varied and generally well-managed services to the following populations: homeless, those at risk of homelessness, low-income, and special needs residents (the assorted services available in the County are described in further detail below). The local jurisdictions and non-profits also work closely together to foster collaboration and to improve existing services. However, these services are not sufficient in addressing the amount of need in the community, especially for the growing population of homeless and transient individuals and families. There is a shortage of services, such as emergency housing, due to lack of funding. There has been a decline in funding available due to funding cuts by cities, the County and the State. Additionally, there is an increase in administrative burden to meet both public and private sector funding requirements. The sections below will provide a more in-depth assessment of the strengths and gaps in the delivery system and actions to overcome these gaps.

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

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

Table 16 - Homeless Prevention Services Summary

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

San Mateo County's mainstream services are used to complement those service targeted to homeless people in many ways:

Behavioral Health Services: San Mateo County Behavioral Health and Recovery Services (BHRS) has several mobile teams that conduct outreach to homeless people with mental health and substance abuse issues on the street, in the shelters, and at the psychiatric ER. These teams engage with homeless people and help them access treatment and/or housing. BHRS funds in-patient alcohol and drug treatment programs, which serve many homeless individuals. BHRS also provides a wide range of permanent supportive housing options for homeless people. They fund most of the case management services for individuals and families living in Shelter Plus Care funded housing units. San Mateo County Mental Health Association (MHA) funds short-term stays in shelters for those who are not immediately placed into permanent housing, provides rental subsidies for mental health clients, and has developed new permanent supportive housing units. MHA also coordinates with the Department of Housing to

ensure that clients access mainstream housing resources for which they may be eligible, such as Section 8 or public housing.

Health Services: Using Health Care for the Homeless funding, San Mateo County Health Services funds a mobile health van that provides primary health care to homeless people living in emergency shelters. The San Mateo County Medical Center (Medical Center) coordinates with the CoC to link health services to emergency shelter and permanent supportive housing. The Medical Center has beds in emergency shelters and utilizes board and care homes and other facilities to ensure that appropriate placement alternatives are available for homeless people.

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

The San Mateo County STD/HIV Program provides the following services to persons with HIV: primary medical care, psychiatric care, medical case management services, partner services (HIV disclosure counseling), benefits counseling, AIDS drug assistance program, medication adherence/nutritional counseling, drug and alcohol treatment, Spanish-speaking support group, and syringe exchanges. These services are coordinated through medical case managers who reside in the clinic, where patients receive primary medical care. Additionally the County STD/HIV Program contracts with outside agencies to provide additional services to those with HIV. These services include: dental services, food services, harm reduction counseling, housing assistance, and emergency financial assistance. The contract agencies also have staff on site in order to minimize barriers to accessing services.

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

The 2017 Homeless Survey conducted by the County Center on Homelessness found an overall decrease in the number of homeless persons by about 16% in San Mateo County. The City of South San Francisco saw a 40% decrease in the number of unsheltered homeless persons from the 2015 count. Of those surveyed, only 1% indicated that they were not accessing some form of social services (e.g. health care, mental health and substance use services, job training, transportation assistance, free meals, and emergency shelter).

The City has identified that there is a gap between the need for emergency housing and what is available. While the number of unsheltered homeless persons in the City has declined, there is still a shortage of emergency shelter and transitional housing beds. Rising housing costs across the state have also resulted in growing housing instability, as the available affordable housing stock declines, making it harder for homeless persons to find affordable stable housing.

The City is continuing to collaborate with homeless service providers, shelters, and affordable housing developers to help address the housing shortage and the need for ongoing homeless support services.

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

In an effort to overcome gaps in service delivery systems, the City will continue to communicate and coordinate with other jurisdictions, non-profit organizations, and other entities to improve the delivery of services. The City is also taking active steps to improve the homeless delivery structure by streamlining processes and working collaboratively with the County.

The City's HOT team has been successful in helping address the service delivery gaps and improving coordination between service providers. Police officers, ECD staff, shelter staff, representatives from community based organizations, and several San Mateo County agencies, formed a multi-disciplinary team that reaches out to and engages with chronically homeless individuals. The field crisis team offers services and case management but most importantly access to transitional and permanent housing. Additionally, the City will continue to assist homeless and those at risk of becoming homeless by supporting nonprofits, to the extent funds are available, that offer solutions and services to homeless. The City also will continue to provide rehabilitation funds, when available, to the emergency housing providers for improvements to their facilities and shelters.

The City will continue to make efforts to streamline processes. For example, as mentioned in Section PR-10, the City already participates in the CDBG Work Group. This work group has made great strides in streamlining and standardizing application and reporting processes for sub-recipients. In this plan period, the City will work with the work group to increase collaboration and make processes even more standardized and electronic/automated.

In addition to the City's efforts, the CoC has identified the following strategies to overcome service delivery gaps:

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

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase, Maintain, & Improve Affordable Housing	2018	2022	Affordable Housing	City-Wide	Affordable Housing	CDBG	Homeowner Housing Rehabilitated: 125 Household Housing Unit
2	Preserve and Improve Public Facilities	2018	2022	Public Facility Improvements	SSF CDBG Target Area	Public Facilities Improvements	CDBG	Other: 6 public facility improvement projects
3	Provide Public Services to Improve Quality of Life	2018	2022	Non-Housing Community Development	City-Wide	Public Services	CDBG	Public service activities other than Low/Moderate Income Housing Benefit: 5000 Persons Assisted
4	Support Service-Enriched Homeless Shelters	2018	2022	Homeless	City-Wide	Homeless Services and Housing	CDBG	Other: 2 Public Facility Shelter improvement projects

Table 17 – Goals Summary

Goal Descriptions

1	Goal Name	Increase, Maintain, & Improve Affordable Housing
	Goal Description	<p>Goal: Increase, maintain, and improve the supply of affordable housing for extremely low, very low, low and moderate income individuals and families.</p> <p>Based on the estimates of housing needs, housing supply characteristics, severity of housing problems, and community input, the City continues to make affordable housing a goal and priority. The lack of available land, the extremely high cost of new construction, and the subsidies required to make market rate units affordable is prohibitive.</p> <p>The activities the City will implement to meet this goal include: affordable housing rehabilitation and minor home repair and accessibility modification programs. Additionally, the City will continue to administer its existing First Time Home Buyer Loans and Below Market Rate Housing units. When feasible, the City will also implement activities to assist low-income homebuyers.</p>

2	Goal Name	Preserve and Improve Public Facilities
	Goal Description	<p>Goal: Preserve and improve public facilities that serve a high percentage of low-income or special needs residents.</p> <p><i>Publicly-owned Facilities</i> - The City has identified that many of its public facilities need accessibility modifications and prepared an ADA Transition Plan. This plan identifies the community facilities and spaces that do not meet ADA standards, describes actions to address areas of inaccessibility, and sets a schedule and priorities for completing the plan. The City will use CDBG funds, when available and feasible, to address actions listed in the ADA Transition Plan. The City will also use CDBG funds, when available and feasible, to rehabilitate facilities with urgent needs.</p> <p><i>Non-profit Facilities</i> - The City will also use CDBG funds, when available and feasible, to assist non-profit organizations preserve and improve their public facilities that serve low to moderate income and/or special needs residents. Many non-profit organizations currently occupy buildings that are not in optimal condition or are inadequate to serve their clients. Problems can include accessibility issues, dilapidated structures, and other safety code issues.</p> <p>The City plans to assist about 6 public facilities over the five-year period of this plan.</p>
3	Goal Name	Provide Public Services to Improve Quality of Life
	Goal Description	<p>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.</p> <p>To meet the City's public service needs, the City will fund non-profit agencies and organizations that provide one or more of the following services as described in the Needs Assessment Section: Safety Net Services, Behavioral Health Services, Life Skills Training/Education Services, Community Improvement Services, and Housing-Related Services.</p>
4	Goal Name	Support Service-Enriched Homeless Shelters
	Goal Description	<p>Goal: Support service-enriched shelter and transitional housing for homeless families and individuals</p> <p>There is a significant need for emergency and transitional housing as well as case management and services. The City plans to offset the loss of operating funds by providing funds, when feasible, for rehabilitation and accessibility modifications to emergency and transitional housing. However, should funds become available the City will support operating costs.</p>

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

The City does not receive HOME funds directly from HUD.

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

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

The City will continue to incorporate lead testing and clearances for all rehabilitation projects it sponsors in order to ensure that all federal lead safe practices are met. The City also makes lead-based paint information available to local non-profit agencies and to homeowners and renters in the City. Additionally, the City had lead-based paint information on its website. The City also provides loans and grants to homeowners and public facilities to abate lead-based paint hazards.

Further, the San Mateo County Environmental Health Division conducts environmental assessments of properties throughout San Mateo County suspected to have lead-based paint. These assessments are undertaken when a complaint is filed with their office or a child is reported to have elevated levels of lead in their blood. Once environmental assessments are conducted and the results do verify the presence of lead in a dwelling unit, the property owner is required to do lead hazard reduction/abatement as determined necessary by the Lead Investigator/Assessor. The San Mateo County Environmental Health Division also has a Housing Inspection Program that conducts routine inspections at apartment buildings with 4 units or more. A part of the routine inspection involves the observation, documentation, and abatement of deteriorated lead-based paint at these buildings. All inspection reports sent to the property owners include the following information:

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

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

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

For CDBG funded rehabilitation projects, the City does a lead-based paint assessment for all housing units or public facilities that serve children built before 1978. The City follows all HUD requirements in determining if a rehabilitation project requires lead testing, lead-safe work practices, interim controls and/or abatement.

The City uses the following HUD criteria in conducting its lead-based paint assessments.

- Exempt – If constructed in 1978 or later, no paint disturbed, zero bedroom or studio units, elderly/disabled resident(s) with no children under 6, unit is lead-based paint free, and/or used no more than 100 days in a year.

- Lead Safe Work Practice (24 CFR 35.930(b)) - If hard costs are less than \$5,000
- Interim Controls or Standard Practices (24 CFR 35.930(c)) – Hard costs \$5,000 to \$25,000
- Abatement ((24 CFR 35.930(d)) – Hard costs are greater than \$25,000

DRAFT

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

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

The City of South San Francisco has a multi-faceted approach to reducing poverty in the community. The City collaborates with non-profits and uses CDBG funding along with other funding to support various programs that help reduce the number of families living in poverty.

Support Social Services

The City partially funds and monitors numerous organizations through the CDBG Program that provide food, clothing, and other emergency services to low-income residents. For example, North Peninsula Neighborhood Services Center has a social services program that provides case management, rental/utility assistance, and homeless shelter referrals to low-income residents.

City-Sponsored Programs

The City also uses its General Fund and non-CDBG grants to provide a variety of programs and services to help reduce poverty.

- Magnolia Senior Center - Offers a wide range of programs for senior residents such as blood pressure screenings, health insurance counseling, exercise classes, English as a second language classes, and meals. Additionally, the Magnolia Center has an Adult Day Care Program to help frail or impaired adults remain in the community through social, mental, and physical stimulation. The program offers a structured activity program, transportation, and a nutritious lunch.
- Child Care Program - Provides two preschools, four after school recreation programs, two grant funded ASES programs (REAL Program) designed for academic support for school age children and camps for children. The program also provides subsidies for low income families to help reduce their child care costs.
- Project Read - Helps low literacy and low-income adults and their families improve literacy, financial opportunities and independence. By improving their literacy, program participants can get higher paying jobs, make informed decisions, help their children with school, write checks, vote, obtain driver's license, pass the GED, and attend college. Project Read also has the Financial Well-Being Project that provides financial education and coaching to help program participants create spending plans, build emergency savings funds, and plan strategies to build wealth.
- Community Learning Center - Provides residents with educational programs that focus on family support, community building, improving academic performance and keeping children in school, increasing access to computers, building independent and confident English language learners, and helping residents reach their full potential. The Center offers English language classes, computer instruction, homework assistance, activities for children, native language literacy classes (Spanish), job training, and citizenship classes.

Affordable Housing

The City supports various efforts to rehabilitate and/or construct affordable housing. The City funds multiple minor home repair, accessibility improvement, and major housing repair programs through the Housing Rehabilitation Program to help low income families maintain safe living environments and remain in their homes. The City also manages an inclusionary housing ordinance to help provide for new low- and moderate-income housing units through the housing development process. The City continues

to seek new funding sources, collaborations, and other opportunities to provide affordable housing in a time with funding is limited.

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

The City's goals and programs for reducing poverty align with many of the needs identified in the City's Con Plan. Additionally, the City will use CDBG funds to support several of the programs mentioned above.

Support Social Services

The City will use CDBG funding to support the following public services in FY 13-14. Additionally, in future years the City will use 15% of its entitlement and 15% of its prior year program income to support organizations that provide public services.

- Legal Aid Society – provides legal assistance to people threatened with losing their homes or living in substandard conditions with the goals of keeping people in their homes; preventing homelessness through the enforcement of legal rights, in and out of court; and remedying substandard living conditions through advocacy.
- John's Closet - provides new clothing for very low-income school aged children.
- Human Investment Project (HIP) - operates the Home Sharing program that interviews and screens clients for housing, provides housemates, alternative housing, and community resources to clients with the potential of matching persons in affordable home sharing arrangements.
- Rape Trauma Services Center - this is the only agency within San Mateo County to provide information, resources, and support to sexual assault survivors and their loved ones.
- Community Overcoming Relationship Abuse (CORA) – provides emergency shelter for survivors of domestic violence and their children with safe and stable living environments for up to six months.
- Samaritan House - provides emergency and transitional shelter for homeless adults over age 18 in San Mateo County.
- Star Vista – manages subsidized apartments in South San Francisco and case management services for emancipated foster youth aged 18-25, in addition to essential life skills training and assistance finding employment or attending school.
- Ombudsman Services of San Mateo County - advocates for the health, safety and dignity of senior and disabled residents.

City-Sponsored Programs

In the past the City has used CDBG funds to support the City-sponsored Adult Day Care and Child Care Programs however due to reductions in the City's entitlement it can no longer use CDBG funds to support these programs. Instead, the City has had to use more of its General Funds to keep the programs operating.

Affordable Housing

The City will use CDBG funding to support minor home repair programs and its Housing Rehabilitation Program. These programs will keep existing affordable housing in good condition. The City will also continue to administer its existing Below Market Rate (BMR) housing units and First Time Homebuyer

loans. Additionally, the City will continue to look for new opportunities to maintain and/or increase the City's affordable housing stock.

DRAFT

SP-80 Monitoring - 91.230

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

The City has monitoring procedures in place to ensure that it is meeting all federal requirements. The City also has a comprehensive Citizen Participation Plan that is followed to meet public comment and participation requirements. The City Council also reviews annual reports to ensure that the City is applying its resources to meet community goals. These reports include the CAPER (Consolidated Annual Performance & Evaluation Report) for federal programs and the annual CDBG program financial audit.

Sub-recipient Monitoring

The City has established monitoring procedures and a checklist to ensure that the City's sub-recipients comply with federal program requirements and City policies. These monitoring activities also keep the City informed about the progress sub-recipients are making towards meeting their objectives. Also, the City coordinates its monitoring efforts with other jurisdictions to standardize processes and reduce the burden on sub-recipients.

- *Quarterly Desk Review* - All sub-recipients are required to submit quarterly progress/accomplishment reports along with requests for reimbursement. The City reviews these reports for all sub-recipients and assesses the sub-recipients progress in meeting performance and expenditure goals. The quarterly review helps inform areas of risk for further review.
- *On-site Review* - The City conducts on-site monitoring visits for new sub-recipients, those experiencing organizational change, or those with program and/or financial performance concerns. Even for high performing sub-recipients, the City will conduct at least one site visit every three years for community development non-housing activities. The on-site monitoring visit includes a tour of the program facilities, as appropriate, an explanation of the services provided, and interviews with program and administrative staff. During the visit, staff will assess the sub-recipient's board of directors and staff, conflicts of interest policies, compliance with non-discrimination, adherence to CDBG national objectives, program performance, and maintenance of financial records. This assessment is conducted by reviewing the sub-recipient's audit and management letter (if applicable), financial statements, fiscal policies, client files, and interviewing staff. After the monitoring visit, the City provides the sub-recipient with a monitoring report that describes the City's conclusions, concerns and/or required corrective actions.

Public Facility Improvement Projects

Projects funded through federal dollars are monitored by staff before, during, and upon completion of the project for compliance with applicable environmental, procurement, financial, and labor standard regulations.

Expected Resources

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

Introduction

The City's FY 2018-19 entitlement amount is expected to be about \$400,000. HUD has notified all entitlement jurisdictions that there will be a delay in the allocation announcement for the 2018-19 year and has provided guidance for jurisdictions to prepare for the program year so that project development is not delayed and there is no interruption in services. The City also expects to have some residual funding available from prior year projects that have not yet been completed. The final costs for these projects and the amounts expected to be available at the end of the year have not been finalized, however the City is budgeting for about \$200,000 in roll-over funds from prior year projects. The City is budgeting for approximately \$50,000 in program income funds to be received from prior year projects. The City's program income is inconsistent and has ranged from \$30,000 to almost \$200,000 over the last 10 years. The City is electing to budget for a conservative program income year with the option to add programs or projects if additional funding becomes available. This gives the City a CDBG budget of approximately \$650,000 for FY 2018-19. In addition, the City's the FY 2018-19 HOME allocation is about \$11,000 which provides the City with an overall CDBG/HOME budget of approximately \$661,000.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation	Program Income (RLF)	Prior Year Resources	Total (does not include RLF)		
CDBG	Public Federal	Admin and Planning Housing Public Improvement Public Service	\$40,000	\$50,000	\$200,000	\$650,000	\$1,600,000	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.
Home Admin Funds	Public Federal	-Fair Housing	\$11,000	0	0	\$11,000	\$44,000	The City of South San Francisco is part of the San Mateo County HOME Consortium.

Table 18 - 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 reduction of other state and local

funding sources. The 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 is exploring the possibility of 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 may include upgrading intersections and making the downtown more pedestrian friendly.

If appropriate, describe publicly 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 the residential properties, and still has 6 residential units that are being leased to low income households.

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.

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase, Maintain, & Improve Affordable Housing	2018	2022	Affordable Housing	City-Wide	Affordable Housing	CDBG : est. \$302,000	Homeowner Housing Rehabilitated: 125 Household Housing Unit
2	Preserve and Improve Public Facilities	2018	2022	Public Facility Improvements	SSF CDBG Target Area	Public Facilities Improvements	CDBG : est. \$189,000	Other: 6 public facility improvement projects
3	Provide Public Services to Improve Quality of Life	2018	2022	Non-Housing Community Development	City-Wide	Public Services	CDBG : est. \$69,000	Public service activities other than Low/Moderate Income Housing Benefit: 5000 Persons Assisted
4	Support Service-Enriched Homeless Shelters	2018	2022	Homeless	City-Wide	Homeless Services and Housing	CDBG : (Public Services)	Other: 2 Public Facility Shelter improvement projects

Table 19 – Goals Summary

Goal Descriptions

1	Goal Name	Increase, Maintain, & Improve Affordable Housing
	Goal Description	<p>Goal: Increase, maintain, and improve the supply of affordable housing for extremely low, very low, low and moderate income individuals and families.</p> <p>Based on the estimates of housing needs, housing supply characteristics, severity of housing problems, and community input, the City continues to make affordable housing a goal and priority.</p> <p>The activities the City will implement to meet this goal include: affordable housing rehabilitation and minor home repair and accessibility modification programs. Additionally, the City will continue to administer its existing First Time Home Buyer Loans and Below Market Rate Housing units. When feasible, the City will also implement activities to assist low-income homebuyers.</p>
2	Goal Name	Preserve and Improve Public Facilities
	Goal Description	<p>Goal: Preserve and improve public facilities that serve a high percentage of low-income or special needs residents.</p> <p><i>Publicly-owned Facilities</i> - The City has identified that many of its public facilities need accessibility modifications and has prepared an ADA Transition Plan. This plan identifies the community facilities and spaces that do not meet ADA standards, describes actions to address areas of inaccessibility, and sets a schedule and priorities for completing the plan. The City will use CDBG funds, when available and feasible, to address actions listed in the ADA Transition Plan. The City will also use CDBG funds, when available and feasible, to rehabilitate facilities with urgent needs.</p> <p><i>Non-profit Facilities</i> - The City will also use CDBG funds, when available and feasible, to assist non-profit organizations preserve and improve their public facilities that serve low to moderate income and/or special needs residents. Many non-profit organizations currently occupy buildings that are not in optimal condition or are inadequate to serve their clients. Problems can include accessibility issues, dilapidated structures, and other safety code issues.</p> <p>The City plans to assist about 6 public facilities over the five-year period of this plan.</p>
3	Goal Name	Provide Public Services to Improve Quality of Life
	Goal Description	<p>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.</p> <p>To meet the City's public service needs, the City will fund non-profit agencies and organizations that provide one or more of the following services as described in the Needs Assessment Section: Safety Net Services, Behavioral Health Services, Life Skills Training/Education Services, Community Improvement Services, and Housing-Related Services.</p>

4	Goal Name	Support Service-Enriched Homeless Shelters
	Goal Description	<p>Goal: Support service-enriched shelter and transitional housing for homeless families and individuals</p> <p>There is a significant need for emergency and transitional housing as well as case management and services but with the dissolution of Redevelopment Agencies, the City lacks funding for operating costs of emergency and transitional housing for the homeless. The City plans to offset the loss of operating funds by providing funds, when feasible, for rehabilitation and accessibility modifications to emergency and transitional housing. However, should funds become available the City will support operating costs.</p>

DRAFT

AP-35 Projects - 91.420, 91.220(d)

Introduction

The City plans to implement the following projects:

Public Services (15% of current year entitlement funds and prior year program income funds; estimated at \$69,000)

- HIP Housing: Home Sharing Program: Facilitates rent or service exchange home sharing arrangements through interviewing and screening clients
- John's Closet: Provides new clothing for low income children
- Legal Aid Society: Legal assistance and advocacy for people losing their homes or living in substandard conditions
- 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

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

Minor Home Repair Programs (Funded from the 65% capital projects and programs funding in current year entitlement – estimated at about \$120,000)

- Center for Independence of Individuals with Disabilities (CID) - Housing Accessibility Modification Program: Installs ramps, grab bars, and other modifications to make a home accessible
- 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

City Sponsored Housing Rehabilitation Program (\$190,000 – estimated to be funded from entitlement, and pending receipt of program income and year-end assessment of available prior year resources)

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.

Public Improvement Projects (estimated \$181,000 pending entitlement allocation funding and year-end assessment of available prior year resources)

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.

CDBG Administration (20% of current year entitlement, pending receipt of allocation, and current year program income estimated at about \$90,000)

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

Fair Housing (estimated at \$11,000)*

- Project Sentinel (\$11,000)*
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/Modification Programs
4	City-Sponsored Housing Rehabilitation Program
5	Public Improvement Projects
6	CDBG Administration

Table 20 – 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.

DRAFT

AP-38 Project Summary

Project Summary Information

Project funding in this table is represented either as an approximate range or as a percentage of funds received. These funding amounts will be revised to reflect final numbers once the City receives its allocation announcement from HUD. Final budgets are expected to fit within the percentages and ranges included in this action plan.

1	Project Name	Public Services
	Target Area	Citywide
	Goals Supported	Provide Public Services to Improve Quality of Life
	Needs Addressed	Public Services
	Funding	CDBG: 15% of current year entitlement and prior year program income estimated at about \$69,000
	Description	For FY 2018-19, the City will allocate 15% of its annual entitlement to non-profit organizations that provide public services.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	Estimated 498 extremely low to low income individuals are estimated to benefit from the proposed activities.
	Location Description	HIP Housing 364 South Railroad Avenue, San Mateo, CA 94401-4024 John's Closet 444 E. Market St., Rm. 2, Daly City, CA 94014 Legal Aid Society 330 Twin Dolphin Drive, Suite 123, Redwood City, CA 94065-1455 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> <p>HIP Housing: Home Sharing Program (approx. 13% of public services funding estimated @ \$9,000) Facilitates rent or service exchange home sharing arrangements</p> <p>John's Closet (approx. 6% of public services funding estimated @ \$4,000) Provides new clothing for low income children.</p> <p>Legal Aid Society (approx. 14% of public services funding estimated @ \$10,000) Legal assistance and advocacy for people losing their homes or living in substandard conditions.</p> <p>Ombudsman Services of San Mateo County, Inc. (approx. 14% of public services funding estimated @ \$10,000) Advocacy services to elderly and developmentally disabled individuals</p> <p>Rape Trauma Services Center (approx. 14% of public services funding estimated @ \$10,000) Mental health services to address the multiple healing needs of child survivors of sexual trauma.</p> <p>StarVista (approx. 9% of public services funding estimated @ \$6,000) Subsidized apartments and case management services for emancipated foster youth plus essential life skills training.</p>
2	<p>Project Name Service-Enriched Homeless Shelters</p> <p>Target Area Citywide</p> <p>Goals Supported Provide Service-Enriched Homeless Shelters</p> <p>Needs Addressed Homeless Services and Housing</p> <p>Funding Included as part of Public Services funding in Project 1</p> <p>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.</p> <p>Target Date 6/30/2019</p> <p>Estimate the number and type of families that will benefit from the proposed activities The City anticipates providing 114 homeless persons overnight shelter</p> <p>Location Description Community Overcoming Relationship Abuse (CORA) Address Suppressed Samaritan House: Safe Harbor Shelter 295 North Access Road, South San Francisco, CA 94080-690</p>

	Planned Activities	Community Overcoming Relationship Abuse (CORA) (approx. 14% of public services funding estimated @ \$10,000) Emergency shelter for victims and survivors of domestic violence and their children Samaritan House: Safe Harbor Shelter (approx. 14% of public services funding estimated @ \$10,000) 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/Modification Programs
	Target Area	Citywide
	Goals Supported	Increase, Maintain, & Improve Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$120,000 estimated from entitlement and prior year resources
	Description	For FY 2018-19, the City will allocate funding to various non-profits that provide minor home repairs and accessibility modifications to low income homeowners.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates serving 39 low income households.
Location Description	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	

	Planned Activities	<p>CID - Housing Accessibility Modification Program estimated \$10,000 of Minor Home Repair funding: Installs ramps, grab bars, and other modifications to make a home accessible.</p> <p>El Concilio - Peninsula Minor Home Repair estimated \$37,500 of Minor Home Repair funding: 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.</p> <p>Rebuilding Together - National Rebuilding Day estimated \$15,750 of Minor Home Repair funding: Program that utilizes volunteers to rehabilitate homes on National Rebuilding Day.</p> <p>Rebuilding Together - Safe at Home estimated \$55,000 of Minor Home Repair funding: A year-round program that addresses minor repair needs.</p> <p>Activity Delivery to support above programs</p>
4	Project Name	City-Sponsored Housing Rehabilitation Program
	Target Area	Citywide
	Goals Supported	Increase, Maintain, & Improve Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$190,000 estimated program income, entitlement, and prior year resources
	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	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	This year the City anticipates serving 15 households.
	Location Description	This program is available citywide for low/mod income households.
	Planned Activities	<p>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.</p> <p>Emergency Repair Vouchers Provides low-income families grants of up to \$5,000 to make emergency safety and/or code violation repairs.</p> <p>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.</p>

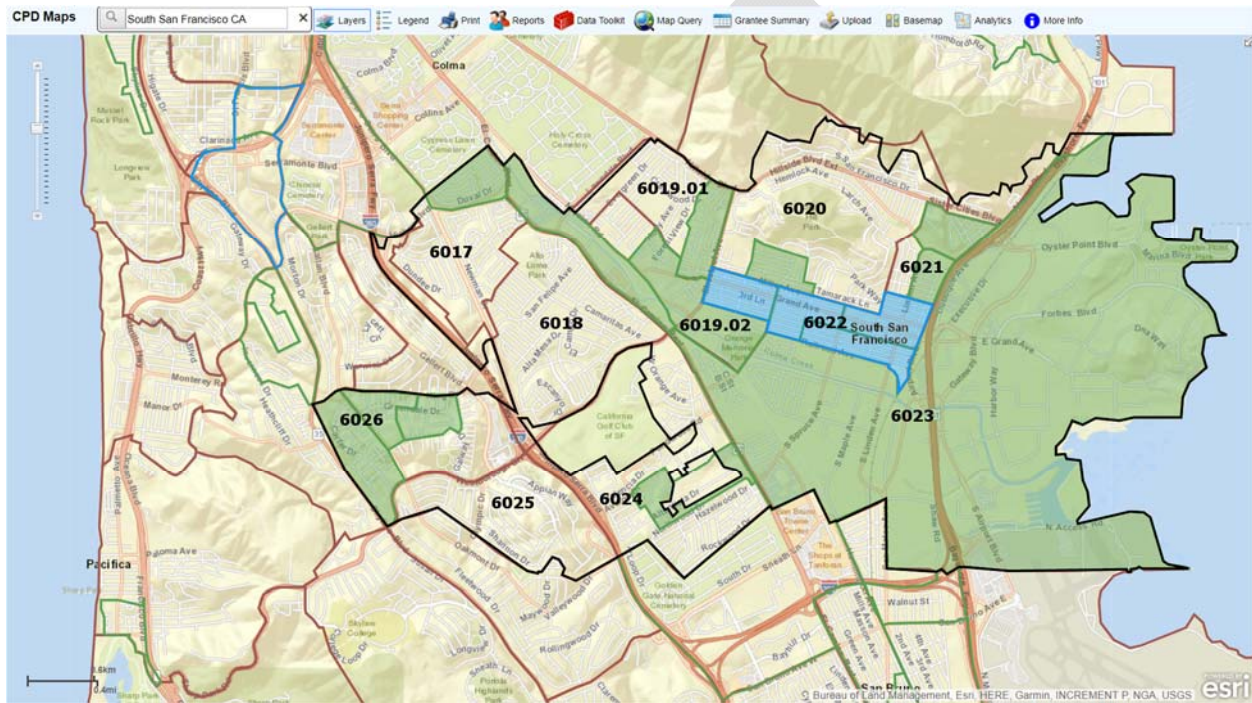
5	Project Name	Public Improvement Projects
	Target Area	CDBG Target Area
	Goals Supported	Preserve and Improve Public Facilities
	Needs Addressed	Public facilities and infrastructure
	Funding	CDBG: \$181,000 estimated program income, entitlement, and prior year resources
	Description	Provides public facility and infrastructure improvements to increase accessibility and improve usage.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	This year the City anticipates completing 1 public facility project
	Location Description	CDBG Target Area
	Planned Activities	<p>Public Infrastructure Improvements Includes ADA accessibility upgrades, park and playground surface upgrades, path of travel improvements and other right of way improvements</p> <p>Public Facility Improvements Includes ADA accessibility upgrades, energy efficiency and longevity improvements, and other long-term improvements to public facilities</p>
6	Project Name	Planning and Administration
	Target Area	City-Wide
	Goals Supported	Administer CDBG program
	Needs Addressed	NA
	Funding	CDBG: \$90,000 estimated
	Description	Plans and administers the CDBG program
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	NA
	Location Description	City-Wide
	Planned Activities	<p>Prepare and Submit CAPER</p> <p>Quarterly and Semi-Annual HUD reporting</p> <p>Subrecipient administration and monitoring</p> <p>General program administration</p>

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. 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.

Map 7: 2018 Low-Income Census Block Groups Map



Geographic Distribution

Target Area	Percentage of Funds
CDBG Target Area	33%
Local Target Area (Downtown)	33%

Table 21 - 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.

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 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 fully 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.

City webpage for lead-based paint information:

<http://www.ssf.net/1338/Homeowner-Information>

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 doesn't 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, child care, 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 fully 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 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 to create more affordable housing
- Continue to participate in the CDBG Work Group and to improve CDBG administrative processes for both sub-recipients 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

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% |

San Mateo County Times

c/o Bay Area News Group
1730 S. El Camino Real, Suite 450
San Mateo, CA 94402
408-920-5332
2003193

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

PROOF OF PUBLICATION

FILE NO. 3078229

In the matter of

San Mateo County Times

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


The PUBLIC NOTICE

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

12/11/2017

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

Dated: December 11, 2017


Public Notice Advertising Clerk

Legal No.

0006074399

PUBLIC NOTICE CITY OF SOUTH SAN FRANCISCO COMMUNITY DEVEL- OPMENT BLOCK GRANT (CDBG) PROGRAM NOTICE OF FUNDING AVAILABLE

The City of South San Francisco is pleased to announce the availability of Community Development Block Grant (CDBG) and HOME Administrative Funds for fiscal year 2018-2019 which begins on July 1, 2018. These funds are available to agencies providing assistance to low-to-moderate income South San Francisco residents. Eligible agencies are public agencies, certified 501(c)3 non-profit organizations, or organizations that will be fiscally sponsored by a certified 501(c)3 agency.

The Department of Housing and Urban Development has not confirmed the City's CDBG grant amount for 2018-2019 however the City anticipates approximately \$400,000 in CDBG funds may be available for public services, public facility renovations, and affordable housing opportunities for low and moderate income people. Note that only approximately \$60,000 of the available CDBG funds may be used for public service activities such as childcare, emergency food, counseling, and health programs. Additionally, the City anticipates that approximately \$8,000 in HOME Administrative funds will be available for fair housing activities.

The funding application is online at www.citydataservices.net. Enter **SMC2018** for both "user name" and "password". This will open up an online form for you to fill out and submit to request an account. Note that applications will only be accepted online; no hard copies accepted. **The application deadline is 5:00 p.m. on Friday, January 26, 2018.**

A Technical Assistance Workshop will be held for any agencies who are unfamiliar with City Data Services and require training on how to submit an application. Details provided below:

Wednesday, January



* A 0 0 0 0 0 4 6 2 5 7 0 3 *

10, 2018
10:00 a.m. - 11:30 a.m.
San Mateo County:
DOH Office
Jupiter Conference
Room
264 Harbor Blvd., Bldg.
A
Belmont, CA 94002

More information can
also be found at the
City website www.ssf.net. If you do not have
access to internet,
please call or write to
Ines Mendez, Depart-
ment of Economic and
Community Develop-
ment, 400 Grand Ave-
nue, South San Fran-
cisco, CA 94080, (650)
829-6620.

12/11/17
CNS-3078229#
SAN MATEO COUNTY
TIMES
SMCT 6074399
Dec. 11, 2017



City of South San Francisco

Community Funding Program

For Fiscal Year 2018-19

RFP Instructions

Application Process Schedule and General Information

- **December 11, 2017** RFP opens online.
- **January 10, 2018** **Funding Application Workshop @ 10:00 am**
Department of Health - Jupiter Room
264 Harbor Blvd, Belmont, CA 94002
Nonprofit organizations interested in applying for grants are strongly encouraged to attend this training. City Data Services will provide training on the use of the application process on their website.
- **January 26, 2018** **RFP Applications due not later than 5:00 pm**
All applicants must upload proposals to The City Data Services (CDS) website. *See the bottom of page 3 for access instructions to the CDS website.*
- **March 14, 2018** City Council Public Hearing to hear community needs. Applicant agencies are strongly encouraged to attend.
Wednesday, March 14, 2018
7:00 pm
South San Francisco Municipal Services Building
33 Arroyo Drive, South San Francisco 94080
- **TBD** CDBG Subcommittee to review and make funding recommendations for Council approval of Annual Action Plan.
- **April 25, 2018** **City Council Public Hearing for 2018-2023 Five-Year Consolidated Plan and 2018-19 Annual Action Plan.**

Technical Assistance

For any questions regarding the eligibility of a proposed program, technical questions regarding the forms, or any other clarifications needed, applicants may contact staff at any time prior to proposal submittal.

Maria Wada, Community Development Coordinator

Maria.wada@ssf.net or (650) 877-8526

For additional information and updates, be sure to check the City's website at:

<http://www.ssf.net/departments/economic-community-development/economic-dev-housing-resources/community-development-block-grant/cdbg-notices>

Community Development Block Grant (CDBG)

Eligible applicants will be awarded federal funds for projects and programs that meet the following national objectives as determined by HUD:

- Serving a clientele of which at least 51% are low-income as defined by HUD; or,
- Serving a target low-income neighborhood as defined by the attached CDBG Program Area Map; and,
- Works to achieve any combination of the following outcomes and objectives:
 - Objectives: Decent Housing, Suitable Living Environment, Economic Opportunity
 - Outcomes: Availability/Accessibility, Affordability, Sustainability

This Consolidated Community Funding Application, including budget allocation and supplemental scope of work input, will be necessary for all eligible applicants. Eligible applicants are public agencies, certified 501(c) 3 non-profit agencies, or organizations that are fiscally sponsored by a certified 501(c) 3 agency.

The South San Francisco Community Funding Program operates on a two-year funding cycle with the second year of funding contingent upon available resources and contract compliance. Applicants should develop their proposals and budgets to reflect a one-year program. The program year runs from July 1 to June 30.

The City of South San Francisco holds a public hearing in order to hear concerns and public priorities in order to determine public services of highest need. The City Council (at the recommendation of the CDBG Subcommittee) will allocate 100% of available Community Funding for public services that meet the highest priority needs.

Community Funding Grants

- Based on budgets from previous years, City of South San Francisco staff estimates approximately \$60,000 will be available for program year 2018-19.
- Budgets may be revised based on economic conditions and the grant award from HUD to the City of South San Francisco.
- The highest priority needs of the community are as follows:
 - Basic human needs
 - This can include, but is not limited to, access to food, shelter, clothing, legal services, workforce development, etc.
 - Senior services
 - Youth services
 - Affordable housing services
 - Preserving or providing affordable housing

Minor Home Repair

- There is a separate vendor grant available for the provision of minor home repair services to eligible residents of the City of South San Francisco
- The City has not established a budget for the Minor Home Repair yet, but in prior years it has been up to \$50,000
- Services should be limited to minor repairs or health and safety issues for low-income homeowners.

HUD Certified Fair Housing

- There is a separate vendor grant available for the provision of HUD Certified Fair Housing services that will be subject to the same application process and timelines
- This will be funded as CDBG administration and will be included in the competitive Public Services grants
- City staff estimates approximately \$8,000 to be available for this contract

Proposal Evaluation

The CDBG Subcommittee (comprised of two Council members) will use the criteria included in this packet to evaluate all proposals. The review will follow the steps outlined below:

1. Staff will evaluate proposals for HUD eligibility, completeness, and past performance.
2. A public hearing will take place at City Council, where Council will hear the public's needs and priorities and provide direction to the CDBG Subcommittee
3. Staff proposal summary and notations provided with copies of proposals to the CDBG Subcommittee for review.
4. The CDBG Subcommittee will make funding recommendations which will be included as part of the 2018-19 Annual Action Plan that will be approved by City Council.

Equal Opportunity & Access

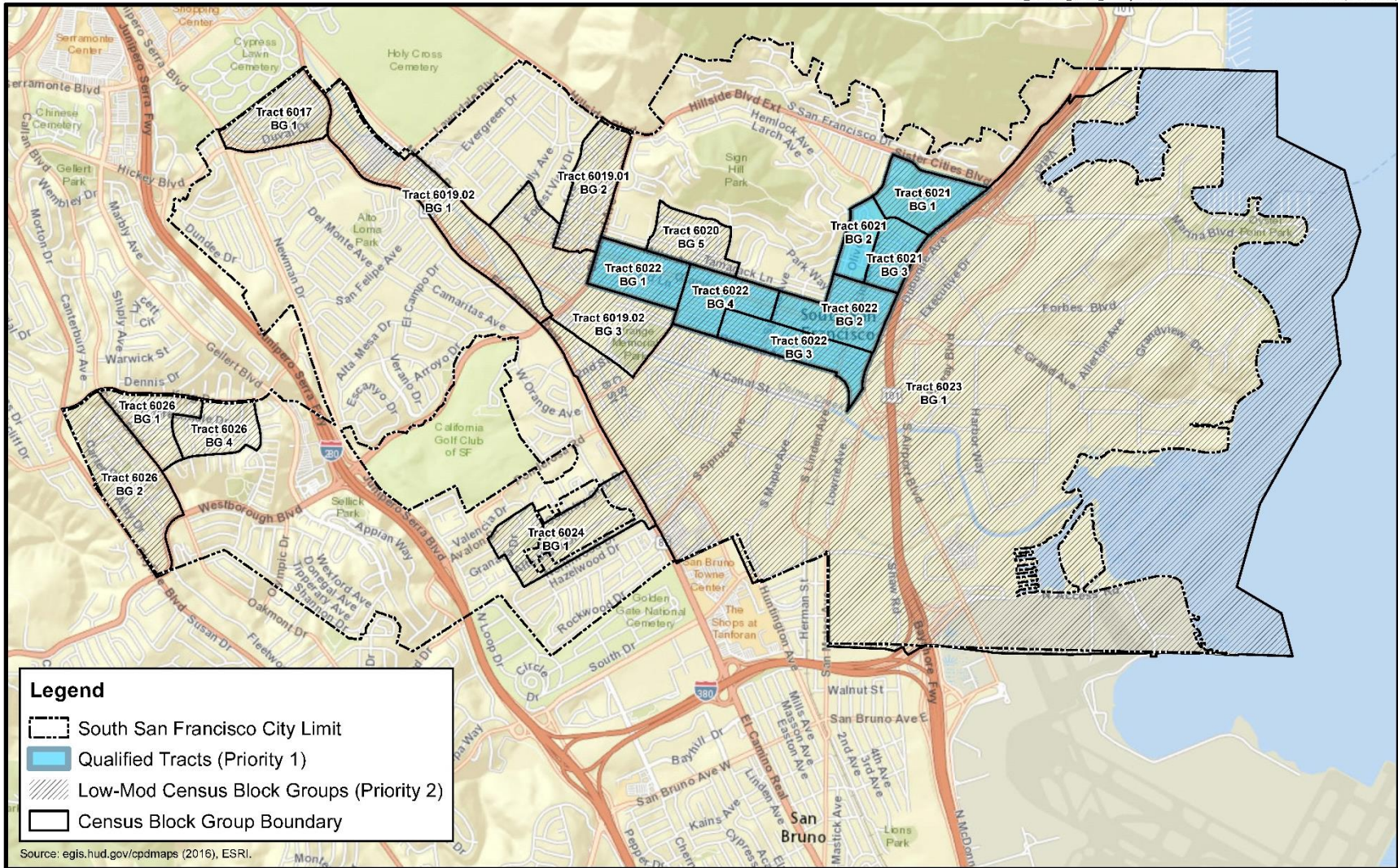
Equal opportunity and access is a priority for all City of South San Francisco programs, services, and facilities. The City of South San Francisco does not discriminate on the basis of physical disability, medical condition, race, color, ancestry, national origin, religion, sex, age or marital status. Organizations will be requested to provide information about their affirmative marketing plan for their programs and outreach to populations not likely to apply without special outreach.

Consolidated Community Funding Application City of South San Francisco Application for Funding for FY 2017-18

HOW TO APPLY:

All applications for funding **must be submitted online** at: www.citydataservices.net .

1. **New Applicants:** Go to www.citydataservices.net, log in with **SMC2018** as both User ID and Password. Fill out a short form of program information and be issued a unique User ID and Password. Log out and then log back into www.citydataservices.net and use the new user ID and Password.
2. **Existing CDBG/HOME Applicants:** Go to www.citydataservices.net and log in with your existing Agency User ID and Password. There will be a button on the top of the page to access the CDBG/HOME Application.



HUD Federal Funds Through
Community Development Block Grant (CDBG)

CALIFORNIA NEWSPAPER SERVICE BUREAU

DAILY JOURNAL CORPORATION

Mailing Address : 915 E FIRST ST, LOS ANGELES, CA 90012
Telephone (213) 229-5300 / Fax (213) 229-5481
Visit us @ WWW.LEGALADSTORE.COM

Maria Wada
CITY OF SOUTH SAN FRANCISCO/ECD
400 GRAND AVE /PO BOX 711
SOUTH SAN FRANCISCO, CA 94083

COPY OF NOTICE

Notice Type: HRG NOTICE OF HEARING
Ad Description: Public Hearing/Community Needs Assessment

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):

02/28/2018

The charge(s) for this order is as follows. An invoice will be sent after the last date of publication. If you prepaid this order in full, you will not receive an invoice.

Daily Journal Corporation

Serving your legal advertising needs throughout California. Call your local

BUSINESS JOURNAL, RIVERSIDE	(951) 784-0111
DAILY COMMERCE, LOS ANGELES	(213) 229-5300
LOS ANGELES DAILY JOURNAL, LOS ANGELES	(213) 229-5300
ORANGE COUNTY REPORTER, SANTA ANA	(714) 543-2027
SAN FRANCISCO DAILY JOURNAL, SAN FRANCISCO	(800) 640-4829
SAN JOSE POST-RECORD, SAN JOSE	(408) 287-4866
THE DAILY RECORDER, SACRAMENTO	(916) 444-2355
THE DAILY TRANSCRIPT, SAN DIEGO	(619) 232-3486
THE INTER-CITY EXPRESS, OAKLAND	(510) 272-4747

CNS 3103992

NOTICE OF PUBLIC HEARING

City of South San Francisco

Community Development Block Grant Program
Wednesday, March 14, 2018

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 2017-18 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 City's 5-Year Consolidated Plan and 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 March 8, 2018.

Aviso de Audiencia Pública

La ciudad de South San Francisco

El Programa de Desarrollo y Asistencia Comunitario

miércoles 14 de marzo, 2018 a las 7:00 p.m.
33 Arroyo Drive

Si necesita servicios de traducción en la audiencia pública, favor de llamar nuestra oficina entre 14 de la mañana y 5 de la tarde antes del 8 de marzo, 650-829-6620.

3/1/18

CNS-3103992#
SAN MATEO COUNTY
TIMES



* A 0 0 0 0 0 4 6 8 1 1 0 7 *

CALIFORNIA NEWSPAPER SERVICE BUREAU

DAILY JOURNAL CORPORATION

Mailing Address : 915 E FIRST ST, LOS ANGELES, CA 90012
Telephone (213) 229-5300 / Fax (213) 229-5481
Visit us @ WWW.LEGALADSTORE.COM

Maria Wada
CITY OF SOUTH SAN FRANCISCO/ECD
400 GRAND AVE /PO BOX 711
SOUTH SAN FRANCISCO, CA 94083

COPY OF NOTICE

Notice Type: HRG NOTICE OF HEARING
Ad Description: CDBG Con Plan and Action Plan

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):

04/10/2018

The charge(s) for this order is as follows. An invoice will be sent after the last date of publication. If you prepaid this order in full, you will not receive an invoice.

Daily Journal Corporation

Serving your legal advertising needs throughout California. Call your local

BUSINESS JOURNAL, RIVERSIDE	(951) 784-0111
DAILY COMMERCE, LOS ANGELES	(213) 229-5300
LOS ANGELES DAILY JOURNAL, LOS ANGELES	(213) 229-5300
ORANGE COUNTY REPORTER, SANTA ANA	(714) 543-2027
SAN FRANCISCO DAILY JOURNAL, SAN FRANCISCO	(800) 640-4829
SAN JOSE POST-RECORD, SAN JOSE	(408) 287-4866
THE DAILY RECORDER, SACRAMENTO	(916) 444-2355
THE DAILY TRANSCRIPT, SAN DIEGO	(619) 232-3486
THE INTER-CITY EXPRESS, OAKLAND	(510) 272-4747

CNS 3113417

NOTICE OF PUBLIC HEARING

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

Wednesday, May 9, 2018 at
7:00 pm
City Council Chambers, 33
Arroyo Drive

The City of South San Francisco is holding a public hearing regarding the Five Year Consolidated Plan (2018-2023) and the Annual Action Plan (2018-2019) ("Plans"). The Plans identify the 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 Plans will be adopted by City Council on May 9, 2018 and will be submitted to the U.S. Department of Housing and Urban Development (HUD) by May 15, 2018.

The Plans are available for a 30 day public review period from April 10 to May 9, 2018. Copies of the Plans are available at www.ssf.net, all City libraries, and the Department of Economic and Community Development. For additional copies, call 650-829-6620. The public can comment on the Plans at the May 9, 2018 City Council Public Hearing or submit written comments by May 1, 2018 to CDBG@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. To make arrangements, call 650-829-6620 by Friday, May 4, 2018.

Summary of the Plan

The City's FY 18-19 budget is estimated to be approximately \$500,000 and consists of: \$400,000 - entitlement amount, \$100,000 - prior year uncommitted funds, and \$11,437 - HOME administrative funds. The CDBG Subcommittee has

made preliminary priority recommendations for funding expenditures for FY 18-19. These are community and residents' needs, (specifically Housing Rehabilitation), Park and Recreation upgrades and ADA public right of way improvements. Note these recommendations are subject to City Council action at the public hearing.

Aviso de Audiencia Pública y disponibilidad del plan anual del programa de desarrollo y asistencia comunitario
Miércoles 9 de mayo, 2017
a las 7:00 pm
33 Arroyo Drive

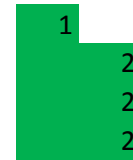
Si necesita servicios de traducción en la audiencia pública, favor de llamar nuestra oficina entre 8 de la mañana y 5 de la tarde antes del 4 de mayo, 650-829-6620.
4/10/18
CNS-3113417#
SAN MATEO COUNTY TIMES



Community Meeting: SSF Municipal Services Building 10/23/2017

WHAT ECONOMIC DEVELOPMENT PROGRAMS DOES YOUR COMMUNITY NEED THE MOST?

- employment opportunities
- job training
- internships for folks w/ behav health issues
- outreach & connections of youth to services



TOP PRIORITIES

WHAT FACILITIES DOES YOUR COMMUNITY NEED THE MOST?

- parks
- youth centers

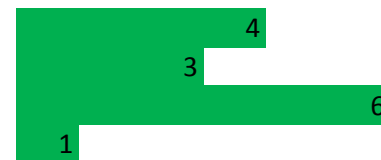
WHAT SERVICES DOES YOUR COMMUNITY NEED THE MOST?

- homeless services
- good schools
- outreach & marketing
- legal assistance
- housing assistance (navigation info & referrals)



WHAT ARE YOUR COMMUNITY'S GREATEST HOUSING NEEDS?

- low income senior housing
- affordable housing for youth (problem: rooming houses)
- supportive housing
- homeless shelters
- teacher housing
- parking
- out of market buyers
- housing for homeless
- home sharing
- housing & neighborhood stabilization
- preventing gentrification



WHAT PUBLIC IMPROVEMENTS DOES YOUR COMMUNITY NEED THE MOST?

- parking

sidewalks
gutters
curbs
street lane painting
potholes
lighting
Spruce & Baden 3-way light