



***DRAFT***

**ANNUAL ACTION PLAN  
NON-HOME FUNDS  
FY 2022-2023**

**CITY OF SAN LEANDRO  
*ALAMEDA COUNTY  
HOME CONSORTIUM***

Presented to the City Council March 21, 2022

# Executive Summary

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

### 1. Introduction

The FY 2020-2024 Five-Year Housing and Community Development Strategic Plan (Consolidated Plan) identifies the housing and community development needs in San Leandro and outlines the strategies for meeting those needs. The FY 22-23 Annual Action Plan (AAP) represents the fourth year of the FY 2020-2024 Consolidated Plan and implements the strategies through the use of Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funds from the U.S. Department of Housing and Urban Development (HUD).

In order to receive its annual CDBG allocation from HUD, San Leandro must update its Consolidated Plan every five years and submit an Annual Action Plan to HUD.

The City participates in the Alameda County HOME Consortium, whose membership is Alameda County and Alameda County cities, excluding Berkeley and Oakland. The County serves as the lead agency for the Consortium and the HOME Program. San Leandro applies each year to Alameda County to receive its annual share of HOME funding. As part of this process, San Leandro submits its AAP to Alameda County who is responsible for submitting it to HUD on behalf of the entire Consortium.

There are three major goals identified for the funds under the Housing and Community Development Act from which the CDBG Program originated: 1) Provide decent housing, 2) Provide a suitable living environment, and 3) Expand economic opportunity.

CDBG funds must be used to meet one of three national objectives: 1) benefit low- and moderate-income persons, 2) aid in the prevention of slum and blight, or 3) meet an urgent need. Even if a project is suitable for one of the City's eligible categories, it must also pass the low- and moderate-income benefit test (at least 51% of the beneficiaries have incomes at or below 80% of the Area Median Income or a project that benefits an area with a majority of low-moderate income people).

HOME funds must be used to provide housing opportunities for low- and moderate-income persons.

As of the publish date of this draft document, the City's CDBG allocation has not yet been announced. It is expected that the FY 22-23 CDBG funding amount will be around \$750,000. The FY 22-23 HOME funding amount is announced simultaneously with CDBG funding allocations. It is expected that, based on FY 21-22, the City will receive around \$250,000 as its pro-rata share from Alameda County HOME consortium. HOME funds are available for general administration and affordable housing projects as part of the Alameda County HOME Consortium.

Staff analysis of the City's HUD funding shows that there is approximately \$140,000 in unused prior year CDBG funds that will be carried forward with recommended allocations in FY 22-23. These prior year funds consist mainly of unused general program administration and public services funding from FY 20-21. Additionally, In FY 21-22 the City received no program income. The total available for CDBG allocation is estimated for FY 22-23 to be approximately \$890,000.

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

The City's Five-year Consolidated Plan is divided into 6 Priority Needs areas. The following section provides a brief overview of the proposed needs, objectives and activities in the Five-Year Consolidated Plan.

### *Affordable Housing Needs*

In the Five-year Consolidated Plan, the City proposes to take actions to address the need for affordable housing. The City will continue to allocate CDBG funds for fair housing services and to preserve affordable housing, primarily through the Single-Family Housing Rehabilitation Grant Program. When available, HOME funds will be used for affordable rental or ownership housing projects, including new construction or acquisition and rehabilitation.

### *Homeless Assistance and Prevention Services Needs*

Homelessness remains one of the most difficult problems facing Alameda County. The January 2019 Point-in-Time (PIT) Count found that there were 8,022 people experiencing homelessness—this is nearly double what was found in the 2015 PIT Count. For the City, the count nearly quadrupled since 2017 from 109 to 418 persons experiencing homelessness. The PIT Count found that 78% of those interviewed were people who lived in Alameda County prior to becoming homeless; 28% of those who are homeless are families with minor children; 32% of people homeless are aged 50 years or older; 42% have one or more disabling condition. The top six responses to the primary causes of homelessness for those surveyed were: 1) loss of employment-13%, 2) mental health issues-12%, 3) substance-use issues-10%, 4) eviction or foreclosure-9%, 5) rent increase-9%, 6) incarceration-8%.

The City has traditionally used the CDBG Program to support a number of homeless-serving activities. Proposed activities include operational funding for community-based social services agency that provides food, clothing and other supports for the City's homeless or those who are at-risk of becoming homeless.

In San Leandro, formerly homeless persons who need affordable housing also benefit from available support services. The City may use available HOME funds for tenant-based rental assistance or for a homeless shelter, transitional or permanent supportive housing projects serving residents with special needs.

#### *Community Development Needs - Economic Development*

If feasible, the City may seek to allocate CDBG funds to provide loans to eligible small businesses for property upgrades. Again, if feasible, CDBG funds may be used to develop and implement a neighborhood strategy or plan for commercial corridor revitalization. Historically, the City has focused CDBG allocations on public services, capital improvements and affordable housing needs due to greater demand for those needs.

#### *Community Development Needs - Public Services*

The City proposes to continue providing operational grants to non-profit social services providers serving residents. During the Five-year Consolidated Planning period, the priorities for CDBG funding includes basic needs programs for low-income individuals and families, meal delivery to homebound seniors, and shelter programs.

Other sub-populations in Alameda County with high needs are persons with physical or mental disabilities and seniors who need affordable housing integrated with available support services.

#### *Community Development Needs - Public Facilities & Improvements*

During the Five-year Consolidated Planning period, the City will use available CDBG funds to fund ADA improvements to public facilities, install ADA curb ramps, and assist non-profit social service agencies with necessary facility improvements. The City will also use CDBG funds for principal and interest payments in accordance with the repayment schedule for the \$2.5 million HUD Section 108 Loan used to build the senior center.

#### *COVID-19 Pandemic Response*

This priority need is primarily for those instances when the City might receive federal stimulus funding with the intent to use the funds to address the COVID-19 pandemic response.

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

The City's Consolidated Annual Performance and Evaluation Reports (CAPER) for FY2020-2021 (July 1, 2020 through June 30, 2021) assessed the effectiveness of the CDBG-funded programs and activities in meeting the priority needs for San Leandro. This CAPER was approved by the City's HUD representative in the San Francisco Regional Office of the Community Planning and Development Division on February 1, 2022.

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

HUD Consolidated Plan regulations provide guidelines and requirements for the City to develop a Citizen Participation Plan that governs the public input and noticing process for creating the Consolidated Plan and subsequent Annual Action Plans. The goal of the Citizen Participation Plan is to encourage broader public involvement in the planning and allocation of CDBG and HOME funds and implementation of

related programs. A minimum of two (2) public hearings are required with at least one (1) hearing held before the Draft FY 2022-2023 Annual Action Plan is published for public comment.

A summary of the draft Annual Action Plan was published in the Daily Review newspaper on March 11, 2022. Copies of the Draft FY 2022-2023 Annual Action Plan will be available for review on the City's website at <https://www.sanleandro.org/292/Housing-Plans> beginning March 22, 2022. The second public hearing will be held May 2, 2022, at which time the City Council will consider approval of the final Plan.

**5. Summary of public comments**

This section will be updated after the close of the public comment period.

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

This section will be updated after the close of the public comment period.

**7. Summary**

As with the previous Consolidated Planning period, the City of San Leandro will continue to fund CDBG-eligible programs and activities that meet the housing and community development needs in San Leandro that are identified in the City's FY 2020-2024 Consolidated Plan.

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

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

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

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

**Table 1 – Responsible Agencies**

**Narrative**

The City of San Leandro is the Lead Agency for the United States Department of Housing & Urban Development (HUD) Community Development Block Grant (CDBG) Program. The City's Senior Housing Specialist in the Community Development Department Housing Services Division is responsible for administering the CDBG program, which includes developing the Consolidated Plan, Annual Action Plans, and Consolidated Annual Performance Evaluation Reports (CAPERs), and is the liaison to Alameda County for matters related to the HOME Investment Partnerships (HOME program) (the City of San Leandro is a member of the Alameda County HOME Consortium).

**Consolidated Plan Public Contact Information**

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

### **1. Introduction**

The FY 2020-2024 Consolidated Plan and the related FY 2022-2023 Annual Action Plan is an important document for the HOME Consortium. Built on interagency coordination, consultation, and public participation, the Con Plan focuses attention on housing and community development needs and resources available to meet these needs.

Additionally, in response to COVID-19, this added section documents the interagency coordination, consultation, and public participation that informs the planning around any future federal stimulus allocations. Those consultations began once the City complied with the Alameda County Shelter-In-Place order issued on March 16, 2020. City staff, including the City's Office of Emergency Management staff, have been in frequent consultation with the Alameda County Department of Public Health to understand the nature of the need in the County for which CDBG-CV funds are to be used. Additionally, non-profit agencies currently operating homeless shelters and providing services San Leandro's low-moderate-income residents have been consulted to determine the highest and best needs for the CDBG-CV funds.

### **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(l)).**

EveryOne Home is a collective impact initiative founded in 2007 to facilitate the implementation of Alameda County, California's plan to end homelessness, known as the EveryOne Home Plan. In 2018, EveryOne Home updated that Plan now known as the Strategic Plan Update: Ending Homelessness in Alameda County. The Strategic Update recommends actions aimed at reducing homelessness by 1) preventing homelessness; 2) ensuring safer and more dignified conditions for those experiencing homelessness; and 3) increasing permanent homes.

The EveryOne Home Governance Charter memorializes how stakeholders govern the collective impact initiative to end homelessness and meet the federally defined responsibilities of operating a HUD Continuum of Care as found in the Continuum of Care Program Rule at §578. In fulfillment of those agreements EveryOne Home convenes stakeholders, develops policies for the housing crisis response system, and tracks outcomes through the following committees: EveryOne Home Membership, Leadership Board, Results Based Accountability, HUD CoC Committee, HMIS Oversight Committee, System Coordination Committee, and Youth Action Board. Stakeholders include people with lived experience of homelessness, elected officials, advocacy groups, and service providers as well as county and city government administrators.

In 2020, EveryOne Home, with the support of HUD technical assistance from Abt Associates convened and facilitated a community process aimed at developing a model homeless response system through the framework of racial equity. The process resulted in specific crisis and permanent housing inventory recommendations. In 2021, leadership across the Continuum of Care are working together to implement

this optimal system design that will effectively address the crisis needs of people experiencing homelessness and their permanent housing needs. Community stakeholders have agreed to use the racially equitable system model to guide strategic funding decisions for existing and new federal, state, and local resources.

**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.**

Stakeholders in Alameda County have been assessing the needs of persons experiencing homelessness and working to improve our response across the county since the founding of Alameda County-wide Homeless Continuum of Care Council in 1997. The collaboration includes cities and Alameda County government agencies representing multiple systems of care that share overlapping client populations, including but not limited to homelessness services, HIV/AIDS services, behavioral health services, foster care, veteran's services, health care services, and probation/parole. Alameda Countywide Homeless and Special Needs Housing Plan, now known as the EveryOne Home plan, helped to form EveryOne Home into a community-based organization to implement the Plan and now serves as the County's Continuum of Care. The EveryOne Home plan is structured around three major goals: 1) preventing homelessness; 2) ensuring safer and more dignified conditions for those experiencing homelessness; and 3) increasing permanent homes.

EveryOne Home coordinates local efforts to address homelessness, seeking to maintain the existing service capacity, establish inter-jurisdictional cooperation, and build new partnerships that generate greater resources for the continuum of housing and support services. EveryOne Home leverages substantial federal, state, and local resources for homeless housing and services, standardize data collection, and facilitate a year-round process of collaboration. EveryOne Home includes representation from HOME Consortium jurisdictions and CDBG entitlement jurisdictions in the County, service providers and advocates, homeless or formerly homeless persons, representatives of the faith community, business representatives, and education and health care professionals.

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

The EveryOne Home Results Based Accountability Committee developed system level and program level performance measures in 2017, and in 2018 the RBA Committee benchmarked those outcomes and set performance targets. These measures and targets now appear in county and city contracts for homeless services. Performance measures include shortening the length of time homeless, increasing permanent housing exits, and reducing returns to homelessness from permanent housing. These measures are published quarterly through the Practitioner's Scorecard on the [Results Based Accountability page of the EveryOne Home website](#). Alameda County Housing and Community Development Department supports

the EveryOne Home initiative’s efforts to measure and evaluate performance by administering the HMIS and as a founding member of the EveryOne Home Results Based Accountability Committee.

The Continuum of Care has been consulted with entitlement areas on the use of Emergency Solutions Grant (ESG) funds since 2012. At that time representatives from the City of Berkeley, the City of Oakland, Alameda County Housing and Community Development Department (Urban County grantee), and EveryOne Home worked together to implement the Emergency Solutions Grant (ESG) requirements with the goal of county-wide consistency and collaboration. EveryOne Home solicited provider and public input on the use of ESG funds through a series of community meetings. A coordinated ESG program was established and began implementation in early 2013. This coordinated program will use this same structure for FY20-FY24 ESG funding.

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

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

<b>1</b>	<b>Agency/Group/Organization</b>	City of San Leandro Human Services Commission
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	On April 28, 2021, staff presented the information on the responses to the CAP/CDBG FY 2021-2023 Request for Proposals and sought feedback on Staff’s recommendations for funding.

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

The City made efforts to include as broad a group of community stakeholders as possible. No agency types were excluded from participation.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	EveryOne Home	Alameda County-wide plan to address homelessness, HIV/AIDS housing & services, rapid rehousing and those activities to eliminate homelessness.
Housing Element	City of San Leandro, Community Development Department, Housing Division	The City of San Leandro's Housing Element for 2015-2023 provides direction on the production of new market-rate and affordable homes and guides the city's housing programs and activities. It includes policies and actions related to new construction and rehabilitation, affordable housing development, first-time homebuyer programs, housing for seniors and others with special needs and fair housing practices in San Leandro.
Human Services Gap Analysis	City of San Leandro, Recreation and Human Services Department	Completed in April 2017, the Human Services Gap Analysis report provides an analysis of human service needs, current human services assets with the City of San Leandro and region and areas of unmet need. The purpose of the analysis and policy recommendations is to inform the development of priorities and criteria for the City's human services program direction and decisions.
2019 Alameda County Homeless Point in Time Census	EveryOne Home	Homeless population census and analysis of existing need.

2017 Local Hazard Mitigation Plan	City of San Leandro Community Development Department	Under the San Leandro General Plan 2035 adopted by City Council in 2016, there were two sections added: emergency preparedness and hazard mitigation. The 2017 Local Hazard Mitigation Plan is an effort by the City to address these important issues in the City Planning efforts.
San Leandro Climate Hazard Assessment (May 22, 2020)	City of San Leandro Public Works Department	In response to Senate Bill No. 379 - Land Use: general plan: safety element (Jackson), this report informs that public on the City's effort to incorporate climate hazards and adaptation strategies into it local hazard mitigation plan, General Plan Safety Element and other relevant plans such as the Climate Action Plan.
San Leandro ADA Facilities Transition Plan Update	City of San Leandro Engineering and Transportation Department	The 2010 ADA Facilities Transition Plan Update is the City of San Leandro's effort to comply with the American with Disabilities Act (ADA) that requires the City to reasonably modify its policies, practices, or procedures to avoid discrimination against people with disabilities. The report identifies physical barriers to accessibility in City-owned facilities and how the City may remove those barriers to facilitate the opportunity of access to all individuals.

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

**Narrative**

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

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

HUD Consolidated Plan regulations provide guidelines for the City to develop a Citizen Participation Plan that governs the public input and noticing process for creating the Consolidated Plan and subsequent annual action plans. The goal of the Citizen Participation Plan is to encourage broader public involvement in the planning and allocation of CDBG and HOME funds and implementation of related programs. A minimum of 2 public hearings are required with at least 1 hearing to be held before the proposed Consolidated Plan and Proposed Annual Action Plan are published for public comment.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
	Email Outreach	Non-targeted/ broad community	The City distributed the Public Notice of the March 21, 2022 Public Hearing via email to a wide range of recipients. Email distribution lists included Housing Services Division interested parties, Homeowner's Associations, social service agencies, and everyone who has contacted the City with housing and community development questions. In total approximately 375 emails were sent the Notice of Public Hearing.			

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The amount of federal CDBG entitlement funding significantly decreased during the 2010-2015 Consolidated Plan 5-Year planning period. In the 2015-2019 Consolidated 5-Year planning period, as of the 2017 program year, there had been a 5% increase since the 2015 program year. When this analysis is done over a 10-year period from the 2007 program year to the 2017 program year CDBG funds had decreased overall by 13% (note that these amounts have not been adjusted for the current year dollar value). For the HUD program years of 2021-2022 to 2022-2023, there was a year-over-year increase/decrease of X% (to be filled-in when CDBG allocation is received). This changes the 10-year analysis (difference between what was received in FY 11-12 to date) to an overall increase/decrease of CDBG funds of XX%.

A note on if the CDBG allocation to San Leandro is not available until after the beginning the City's Fiscal Year starting July 1, 2022. San Leandro wants to ensure that the public service providers do not have an interruption in services offered to the residents of San Leandro. According to the government-wide Uniform Administrative Requirements, Cost Principles and Audit Requirements regulation at 2 CFR § 200, contains language concerning agency approval of pre-award costs. The language at 2 CFR § 200.458 applies to any program that does not have separate provisions concerning authorization of pre-award costs:

2 CFR § 200.458. Pre-award costs are those incurred prior to the effective date of the Federal award directly pursuant to the negotiation and in anticipation of the Federal award where such costs are necessary for efficient and timely performance of the scope of work. Such costs are allowable only to the extent that they would have been allowable if incurred after the date of the Federal award and only with written approval of the Federal awarding agency.

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

The Consolidated Plan must identify federal, state and local resources expected to be available to the City of San Leandro to address priority needs and specific objectives identified in the Strategic Plan. In FY 2022-2023 the City of San Leandro estimates that it will receive approximately \$750,000. The estimate for the City's HOME allocation for the same period is approximately \$250,000. Additionally, there will be a carry-over of approximately \$331,319 of prior year funding that will result in approximately \$580,000 in available HOME Investment Partnership funding.

**Anticipated Resources**

As of the beginning date of this Annual Action Plan Program Year (July 1, 2021) the City of San Leandro had unspent and unallocated about \$140,000. Those funds were allocated to various HUD Activities that were not fully expended.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public: federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	~\$750,000	\$0	~\$140,000	~\$890,000		CDBG activities will include administration, public services, housing, and other activities benefiting low-mod income households and communities in the City of San Leandro.

**Table 5 - Expected Resources – Priority Table**

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

CDBG funds will be leveraged with other funding available within the City of San Leandro, the region and the State of California. Local resources include San Leandro's Affordable Housing Trust Fund, the Low/Mod Housing Asset Fund (repayments or income generated by former Redevelopment Agency Assets), General Fund commitments and other non-financial resources. One non-financial resource for affordable housing includes the City's Inclusionary Zoning that requires new residential development to provide a percentage of its residential units be affordable to lower income households. The City's Affordable Housing Trust Fund mainly receives deposits of in-lieu fees when a developer chooses to pay instead of providing inclusionary affordable housing units.

Other regional funding includes Alameda County Measure A-1 bond funds. In the Fall of 2016 Alameda County 73% of the voters approved measure A1, a \$580 million general obligation bond measure designated to support regional efforts to address the lack of affordable housing. The City of San Leandro has a base allocation of these funds in the amount of over \$10 million that is earmarked for affordable rental housing development in San Leandro.

There are significant efforts both regionally and at the State level to address decreased funding for affordable housing and community development. The 2017-18 Regular Session of the California State Legislature passed two bills (of many other housing-related legislation) seeking to generate funds for new affordable housing production. The Building Homes and Jobs Act (SB 2: Atkins) will establish a permanent source of funding for affordable housing through a \$75 fee on real estate document filings. The Affordable Housing Bond Act (SB 3: Beall) allowed the State of California to place a \$4 billion statewide general obligation bond for affordable housing on the November 2018 ballot. Proposition 1: Housing Programs and Veterans' Loan Bond was approved. All of these programs have funded critical and successful affordable housing programs operated by State agencies.

Additionally, the statewide Greenhouse Gas Reduction Fund's Affordable Housing and Sustainable Communities program is a competitive funding program that encourages collaboration between affordable housing developers, jurisdictions, and transit agencies to fund affordable housing development and transportation infrastructure and amenities. City staff will continue encouraging affordable housing developers and area transit agencies to collaborate in an application to AHSC for funding when a viable and competitive housing and transportation development is ready to move forward.

Low-Income Housing Tax Credits (LIHTC): The federal 4% and 9% LIHTC is the principal source of funding that can be leveraged for the construction and rehabilitation of affordable rental housing. They are a dollar-for-dollar credit against an investor's federal tax liability. City staff continue to monitor developments in these regional and state funding initiatives and will work to position affordable housing and community development projects in the City to be competitive in securing those funding resources.

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

The 2018-19 Session of the California State Legislature passed multiple bills regulating the City's supply of surplus land (AB 1486: Ting; AB 1255: Rivas; SB6: Beall). The City will work to comply with State law regarding City-owned property used to address the needs identified by the 2020-2024 Consolidated Plan if any becomes available during this planning period.

## 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	Producing and Preserving Affordable Housing Opportunities	2020	2024	Affordable Housing	City-Wide	Affordable Housing Needs	CDBG: \$150,000	Homeowner Housing Rehabilitated: 10 Household Housing Unit
2	Providing Enhanced Public Services	2020	2024	Non-Housing Community Development	City-Wide	Community Development Needs - Public Services	CDBG: ~\$112,500	Public service activities other than Low/Moderate Income Housing Benefit: _____ Persons Assisted
3	Improving Public Facilities and Infrastructure	2020	2024	Non-Housing Community Development	City-Wide	Community Development Needs - Public Facilities	CDBG: \$473,257	Section 108 Loan Servicing  Homeless Navigation Center-possible capital funding
4	Increasing Economic Development Opportunities	2020	2024	Non-Housing Community Development	City-Wide	Community Development Needs - Economic Development		
5	Augmenting Homeless Assistance and Prevention Services	2020	2024	Homeless	City-Wide	Homeless Assistance and Prevention Services		Homeless Navigation Center-possible services funding

Table 6 – Goals Summary

## Goal Descriptions

1	<b>Goal Name</b>	Producing and Preserving Affordable Housing Opportunities
	<b>Goal Description</b>	CDBG and HOME funds will be used for owner-occupied, low-income single family rehabilitation program and, when available and if feasible, for affordable housing construction and/or acquisition and rehabilitation of existing affordable housing.
2	<b>Goal Name</b>	Providing Enhanced Public Services
	<b>Goal Description</b>	CDBG funds will be used, when available and if feasible, for the provision of public services to agencies serving residents of the City of San Leandro.
3	<b>Goal Name</b>	Increasing Economic Development Opportunities
	<b>Goal Description</b>	CDBG funds will be used, when available and if feasible, for the improvement of public facilities and public infrastructure serving the residents of the City of San Leandro.
4	<b>Goal Name</b>	Increasing Economic Development Opportunities
	<b>Goal Description</b>	A portion of CDBG and HOME funds, if feasible, will be used to provide economic development opportunities.
5	<b>Goal Name</b>	Augmenting Homeless Assistance and Prevention Services
	<b>Goal Description</b>	A portion of CDBG and HOME funds, if feasible, will be used to provide homeless assistance and prevention services.

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

### Introduction

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

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

After assessing the City's housing and community development priority needs, evaluating the Five-Year Strategic Plan objectives for FY 2020-2024, and analyzing CDBG eligibility criteria, the City is proposing to allocate its available CDBG dollars in the following eligible funding categories: Program Administration, Public Services, Public Facilities, Housing Activities, and Economic Development.

#	Project Name
1	CDBG Program Administration 2022
2	CDBG Public Services 2022
3	CDBG Public Facilities Funding 2022
4	CDBG Affordable Housing Preservation 2022

Table 7 – Project Information

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

In accordance with HUD regulations, the City may not commit more than 15% of its annual CDBG allocation (including program income) toward Public Services. The City issued a Community Assistance Program Grant (CAP) & CDBG Request for Funding/Grant Application in March 2021 to award two-year grants for FY 2021-2022 and FY 2022-2023. At its April 28, 2021 meeting, the City's Human Services Commission (HSC) reviewed the applications for both the City's Community Assistance Program (CAP) and CDBG-funded Public Services for FY 2021-2023. For CDBG-funded Public Services, staff recommended four agencies to the HSC. All four of these agencies had received funding in the prior two fiscal years, met their contractual obligations to the City with high performance outcomes, and served priority needs under the City's HUD Five Year Consolidated Plan. These four agencies continue to meet these contractual obligations and are recommended to continue receiving a CDBG allocation in FY 2022-2023. The proposed Public Service grant recipients are: CALICO (Child Abuse, Listening, Interviewing, and Coordination), Davis Street Family Resource Center; Service Opportunities for Seniors (SOS); and

Spectrum Community Services, Inc.

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

The allocation for the City's HUD Section 108 Loan repayment is in accordance with the 20-year repayment schedule for the City's \$2.5 million HUD Section 108 Loan used to complete the City's senior center. In addition, staff proposes allocating approximately \$300,000 for a proposed Homeless Navigation Center.

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

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

## AP-38 Project Summary

### Project Summary Information

<b>1</b>	<b>Project Name</b>	CDBG Program Administration 2022
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Producing and Preserving Affordable Housing Opportunities Providing Enhanced Public Services Improving Public Facilities and Infrastructure Increasing Economic Development Opportunities Augmenting Homeless Assistance and Prevention Services
	<b>Needs Addressed</b>	Affordable Housing Needs Homeless Assistance and Prevention Services Community Development Needs – Public Services Community Development Needs – Public Facilities Community Development Needs –Economic Development
	<b>Funding</b>	CDBG \$150,000
	<b>Description</b>	General administration and oversight of the CDBG Program. ECHO Housing will provide fair housing services to San Leandro residents to reduce housing discrimination in the City.
	<b>Target Date</b>	6/30/2023

<b>Estimate the number and type of families that will benefit from the proposed activities</b>	For all programs supported by CDBG in FY 2022-2023 the following accomplishments are expected: 1,746 low-income clients will be assisted by public service agencies, 10 Fair Housing clients, and 20 low-income, owner-occupied single-family housing rehabilitation program clients.
<b>Location Description</b>	Various locations throughout the City and the County.  ECHO Housing staff provides fair housing services over the phone.
<b>Planned Activities</b>	<p>The City will continue to allocate 20% of its annual CDBG entitlement funds to the administration of the City's CDBG program.</p> <p>ECHO Housing Fair Housing Coordinator will:</p> <ul style="list-style-type: none"> <li>• Process Inquiries and Complaints: Field inquiries about fair housing and related issues, and/or alleging housing discrimination; Evaluate and investigate complaints within 24 hours, when feasible; Trained investigators, following established fair housing investigative methods, will perform all investigations; Fair Housing complainants, who have been denied housing or are in danger of losing their housing because of illegal housing discrimination, will be afforded conciliation or referrals to attorneys or governmental agencies for enforcement to make the subject rentals accessible to protected classes.</li> <li>• Perform Audits: Perform housing audits to determine fair housing compliance; Analyze data; Provide training and follow-up to non-compliant property owners and/or managers.</li> <li>• Conduct Trainings: Hold one Fair Housing Month event; Conduct fair housing training sessions for tenants and/or potential homebuyers.</li> <li>• Conduct Educational and Marketing Presentations: Conduct presentations on fair housing issues; Distribute 500 flyers/brochures on fair housing issues, laws, and events at public locations such as libraries, churches, community groups, social service agencies, and stores.</li> </ul>

<b>2</b>	<b>Project Name</b>	CDBG Public Services 2022
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Providing Enhanced Public Services Augmenting Homeless Assistance and Prevention Services
	<b>Needs Addressed</b>	Homeless Assistance and Prevention Services Community Development Needs – Public Services
	<b>Funding</b>	CDBG \$112,500
	<b>Description</b>	
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Various locations throughout the City and the County.

<p><b>Planned Activities</b></p>	<p>Provide family support services for children who have suffered abuse.</p> <p>Provide food, clothing, childcare, job readiness training, medical clinic, and social services for low-income people.</p> <p>Provide support services programs for low-income seniors.</p> <p>Provide seniors with hot, nutritious meals in supportive settings.</p> <p>Provide domestic violence outreach and education program, and emergency food and housing to homeless women and children, and survivors of domestic violence. Will also provide supportive services designed to end homelessness and family violence.</p> <p>Provide residents fleeing family violence with free legal services including legal information and referral, advice and consultation, paperwork preparation, and legal representation in restraining order and related family law matters.</p> <p>Local operator of State of CA program for free telephone "warmline" services providing non-emergency mental health support and referrals. Will operate with the capacity to offer resources to English and Limited English Proficiency households in Spanish and in Asian languages (e.g., Cantonese, Mandarin, and Vietnamese).</p>
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<b>3</b>	<b>Project Name</b>	CDBG Public Facilities 2022
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Providing Enhanced Public Services Augmenting Homeless Assistance and Prevention Services
	<b>Needs Addressed</b>	Homeless Assistance and Prevention Services Community Development Needs – Public Facilities
	<b>Funding</b>	CDBG: \$477,500
	<b>Description</b>	The City received \$2.5 million HUD Section 108 Loan to complete the construction of the senior center. With the completion of the facility, the City will now make repayments based on the repayment schedule provided by HUD. The City pledges future CDBG funds to repay the \$2.5 million loan over 20 years.  The City may opt to use \$300,000 in current and prior year unspent funds to support a homeless navigation center.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable.
	<b>Location Description</b>	San Leandro Senior Center, 13909 E 14th St, San Leandro, CA 94578

	<b>Planned Activities</b>	<p>The City will use CDBG funds to repay its \$2.5 million HUD Section 108 Loan used to complete the construction of the City's senior center. The repayment amounts are in accordance with HUD's 20-year repayment schedule.</p> <p>The City may opt to used \$300,000 in current and prior year unspent funds to support a homeless navigation center.</p>
4	<b>Project Name</b>	CDBG Affordable Housing Preservation 2022
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Producing and Preserving Affordable Housing Opportunities
	<b>Needs Addressed</b>	Affordable Housing Needs
	<b>Funding</b>	CDBG: \$150,000
	<b>Description</b>	<p>The City's Single-Family Housing Rehabilitation Program will provide grants to very low- and low-income households for minor repairs to their homes.</p> <p>City will partner with Alameda County Healthy Homes and area jurisdictions to conduct Lead-Based Paint Assessments of ERAP Program Properties with Demonstrated need.</p>
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Fifteen (20) low-income, owner-occupied households will have minor repairs completed in their single-family or mobile homes.
	<b>Location Description</b>	The owner-occupied homes, located within the jurisdictional boundaries of San Leandro, will be identified once the applications are processed.

<b>Planned Activities</b>	CDBG funds will be used to provide grants to 20 income-eligible (extremely low- and very low-income) households to complete repairs to their owner-occupied single-family or mobile homes. Grants may be used for minor repairs that improve health and safety, home accessibility, exterior clean up, exterior paint, and seismic strengthening.
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## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

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

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

### **Geographic Distribution**

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

**Table 8 - Geographic Distribution**

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

Geography was not used to determine funding allocation priorities.

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

### **Introduction**

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

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

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

Additionally, San Leandro is currently writing the sixth-cycle Housing Element that will cover the years 2024 to 2032. The San Leandro Housing Element project website with information community meetings and draft documents, can be found at the following website:

<https://slhousingelement.com/>

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

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

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

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

### **Introduction**

To carry out the strategies outlined in San Leandro's 2020-2024 Consolidated Plan, the City will pursue the following planned actions.

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

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

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

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

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

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

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

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

Actions planned to reduce lead-based paint hazards are listed in Section SP-65. The Environmental Protection Agency (EPA) rule effective April 22, 2010 requires that contractors be EPA-lead certified prior to beginning work on structures built before 1978. The City, specifically its Building & Safety

Services Division, requires contractors, who are working on homes built prior to 1978, to demonstrate that they have satisfied the EPA law prior to providing them the City building permits needed.

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

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

Anti-Poverty Strategies and planned actions to reduce the number of poverty-level families are listed in Section SP-70. Section 220 of the 1992 Housing and Community Development Act requires jurisdictions to describe the goals, programs, and policies that will reduce the number of households with incomes below the poverty level. One strategy for increasing household income is to improve the employment potential of those who are seeking to break from the cycle of poverty. The City's Community Assistance Grant Program (CAP), that is currently funded with CDBG funds, will continue to support non-profit agencies that provide job assistance and related services to low-income members of the community.

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

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

Planned actions to develop institutional structure were listed in Section SP-40 of the Five-year Consolidated Plan (starting on page 56). Public agencies, for-profit and non-profit private organizations all play a part in the provision of affordable housing, social services, capital improvements, and economic development. The City's Housing Services Division has the primary responsibility for implementation of the Consolidated Plan and the Housing Element. The Division works closely with the Economic Development Division in the implementation of affordable housing projects and programs. Non-profit agencies also provide social services to the community each year. The Alameda County Housing and Community Development (HCD) Department is the lead agency in the implementation of the HOME Consortium's Consolidated Plan. HCD also administers the HOME Program for the HOME Consortium members, HUD homeless programs (including the Continuum of Care Council), and the Mortgage Credit Certificate (MCC) Program for homeownership. The City and other cities in the County take part in the HCD activities described above.

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

The City plans to continue funding EveryOne Home’s operations, and having City Housing staff assist (e.g., technical assistance) EveryOne Home's staff, Board, committees, and activities as needed.

# 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.	100.00%