

Executive Summary

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

1. Introduction

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

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

The City's Action Plan for fiscal year 2022-2023, in conjunction with its Five-Year Consolidated Plan (2018-2023), furthers these goals by assessing the housing and community development needs and resources of the City and outlines a strategy on how it plans to address those needs. The City is also a participating jurisdiction in the San Mateo County HOME Consortium and therefore submits its federal application for funding as part of the HOME Consortium.

2. Summarize the objectives and outcomes identified in the Plan

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

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

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

Need: Affordable Housing

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

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

Need: Public Services

Goal: Provide public services to improve the quality of life for low-income individuals and families, including those at risk of becoming homeless and special needs populations.

Activities: The City will allocate 15% of its annual entitlement grant and 15% of prior year program income to the following public services: CORA, Friends for Youth, Human Investment Project (HIP) Housing, Legal Aid Society, Life Moves, Ombudsman Services of San Mateo County, Inc., Peninsula Volunteers, Rape Trauma Services Center, Renaissance Entrepreneurship Center, Samaritan House, Star Vista

Need: Public Facilities and Infrastructure Improvements

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

Activities: The City will use CDBG funds, when feasible, to make accessibility modifications to public facilities and to rehabilitate facilities with urgent needs in CDBG service areas. The public improvement projects will provide.

Need: Homeless Services and Housing

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

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

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

3. Evaluation of past performance

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

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

Last fiscal year, the City made efforts to improve the community by funding numerous non profit organizations that provided a wide variety of public services, which included senior services, youth services, homeless services, general social services, and disabled services. Additionally, CDBG funds were used to provide financial assistance to small businesses who were adversely impacted by the pandemic.

Beyond funding programs, the City also made efforts to increase coordination with other agencies and jurisdictions and to streamline processes. These efforts include collaboration with other jurisdictions and

San Mateo County in the HOME Consortium, participating in a region Assessment of Fair Housing, improving coordination with the Continuum of Care, and developing a response team to address homelessness. While the City is committed to increasing and preserving affordable housing in the community, it faced many challenges especially with rising housing and construction costs.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The citizen participation process for the FY 2022-23 Action Plan has been executed as follows: (See Section AP-12 Participation and Attachments for additional information)

Public Hearings: The City conducted a Community Development Needs Assessment Public Hearing before the City Council on March 9, 2022, asking the public to comment on the housing, community, and economic development needs of the City. ***(Pending Ten public comments were received. Additionally, the City held a second public hearing on April 27, 2022 to make final funding allocations and to adopt this Action Plan. Four comments were received. Refer to the attachment with Public Notices and - Comments for the noticing provided for the meetings.)***

A 30-day Public Review: The Action Plan was made available for public review from March 28 through April 27, 2022.

Public Notices: Public Notices for the two hearings were published in the *San Mateo County Times* on and March 28, 2022.

Online Outreach: The City noticed all the CDBG related public hearings through the City's website and Facebook page. The City also sent email notifications to the current CDBG subrecipients and the City's CDBG and Economic & Community Development listservs.

Public Meetings: The City held public CDBG Subcommittees meeting on February 22, 2022 and March 14, 2022. Public hearings were held on March 9, 2022 and April 27, 2022.

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 recently revised its CPP in January to comply with the 30-day comment period required by HUD. This revised plan clearly incorporates all federal regulations 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 10 Consultation and AP-12 Citizen Participation sections of this plan.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The City received public comments at the Needs Assessment Hearing and Public Hearing on the draft Action Plan. Please see Attachments for Public Notices and Public Comments documents. **(Pending)**

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

(Pending)

7. Summary

The City's Action Plan for fiscal year 2022-2023 furthers these goals by assessing the housing, community, and economic development needs and resources of the City and outlines a strategy on how it plans to address those needs. The City is also a participating jurisdiction in the San Mateo County HOME Consortium and therefore submits its federal application for funding as part of the HOME Consortium.

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

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

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

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

Table 1 – Responsible Agencies

Narrative

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

Consolidated Plan Public Contact Information

Heather Ruiz, Community Development Coordinator

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

Fax: (650) 829-6623
Email: CDBG@ssf.net
Website: www.ssf.net

DRAFT

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

1. Introduction

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

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

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

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

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

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

Chronically Homeless

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

Families with Children

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

Veterans

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

Youth

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

System-Wide Objectives

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

The 10-year plan has been succeeded by the Ending Homelessness Plan (adopted in July 2016). The plan aims to end homelessness in San Mateo County by 2020 through a strategic and coordinated approach using data-driven solutions. Some of these solutions include outreach, emergency shelters, transitional housing, rapid rehousing, and permanent supportive housing and homelessness prevention programs.

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

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

System-Wide Performance Measurement

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

Project-Level Performance Measurement

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

Homeless Management Information System (HMIS)

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

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

DRAFT

Table 2 – Agencies, groups, organizations who participated (PENDING FINAL PARTICIPATION)

1	Agency/Group/Organization	SAMARITAN HOUSE
	Agency/Group/Organization Type	Housing Services-homeless Private Sector Banking / Financing
	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 April 27, 2022 public hearings.
2	Agency/Group/Organization	LifeMoves
	Agency/Group/Organization Type	Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Life Moves provided input on homeless needs through its participation in the City's Homeless Outreach Team and during the April 27, 2022 public hearings.

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

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

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The YMCA Community Resource Center (which is operated by the Youth Service Bureaus) provided input on homeless needs through its participation in the City's Homeless Outreach Team and the City's Emergency Rental Assistance Program.
7	Agency/Group/Organization	PROJECT 90
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Substance Abuse
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Project 90 provided input on homeless needs through its participation in the City's Homeless Outreach Team.
8	Agency/Group/Organization	Rebuilding Together Peninsula
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Rebuilding Together Peninsula provided input on housing needs during the April 27, 2022 CDBG needs assessment public hearing and April 28, 2021 final public hearing.

9	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 of San Mateo County provided input on housing needs during the March 9, 2022 CDBG needs assessment public hearing and April 27, 2022 final public hearing.
10	Agency/Group/Organization	Community Overcoming Relationship Abuse
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	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?	CORA provided input on housing needs during the March 9, 2022 CDBG needs assessment public hearing and April 27, 2022 final public hearing.
11	Agency/Group/Organization	HIP HOUSING
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	HIP Housing provided input on housing needs during March 9, 2022 CDBG needs assessment public hearing and April 27, 2022 final public hearing.
12	Agency/Group/Organization	Center for Independence of Individuals with Disabilities
	Agency/Group/Organization Type	Services - Housing 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 9, 2022 CDBG needs assessment public hearing and April 27, 2022 final public hearing.
13	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 housing needs during March 9, 2022 CDBG needs assessment public hearing and April 27, 2022 final public hearing.
14	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 on housing needs during the March 9, 2022 CDBG needs assessment public hearing and April 27, 2022 final public hearing.
15	Agency/Group/Organization	FRIENDS FOR YOUTH, INC.
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Friends for Youth provided input on public service needs during the March 9, 2022 CDBG needs assessment public hearing and April 27, 2022 final public hearing.

16	Agency/Group/Organization	RAPE TRAUMA SERVICES OF SAN MATEO COUNTY
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Rape Trauma Services provided input on public service needs during the March 9, 2022 CDBG needs assessment public hearing and April 27, 2022 final public hearing.
17	Agency/Group/Organization	Star Vista
	Agency/Group/Organization Type	Services - Housing Services-homeless
	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?	StarVista provided input on public service needs during the during the March 9, 2022 CDBG needs assessment public hearing and April 27, 2022 final public hearing.
18	Agency/Group/Organization	City of South San Francisco Information Technology Department
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide Other government - Local
	What section of the Plan was addressed by Consultation?	Digital Divide
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City consulted with the SSF Information Technology Department regarding broadband services and narrowing the digital divide. The IT department has identified projects and services to narrow the digital divide and provide broad band services, citywide

19	Agency/Group/Organization	City of South San Francisco Public Works
	Agency/Group/Organization Type	Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources Agency - Emergency Management Other government - Local
	What section of the Plan was addressed by Consultation?	Hazards Mitigation, resilience measures, flooding
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of South San Francisco Public Works department is consulted regularly for all resilience measure, resilience the management of flood prone areas, public land or water resources and emergency management as consistent with the ConPlan.

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

All agency types were consulted.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Continuum of Care (CoC) Steering Committee	The City has a seat on the Continuum of Care (CoC) Steering Committee and is involved in all CoC decision-making. The CoC undertakes a wide range of efforts to meet the needs of homeless persons and those at risk of homelessness.
Housing Our People Effectively 10 year Plan	San Mateo County Human Services Agency	The City has identified the need for homeless services and housing and has set a goal to provide service enriched shelter and transitional housing for homeless individuals. This goal overlaps with the goals of the HOPE Plan. Some of the HOPE Plan s goals are to increase homeless housing opportunities and to prevent and end homelessness by delivering flexible services.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Housing Element	City of South San Francisco	Short and Long term planning for housing needs at a range of prices and rents.
Plan Bay Area 2040 and the CASA Compact	The Association of Bay Area Governments Metropolitan Transportation Committee	Plan Bay Area is a regional blueprint that promotes compact, mixed use neighborhoods near transit. The CASA Compact is a set of policy recommendations to increase housing production for the region.

Table 3 - Other local / regional / federal planning efforts

Narrative

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

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

AP-12 Participation - 91.401, 91.105, 91.200(c) [Section Pending Final Citizen Participation Meetings]

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

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

- **December 16, 2021 to January 13, 2022** CDBG/HOME Administrative Funds Renewal Application Available
- **January 13, 2022** Application Deadline
- **February 22, 2022** CDBG Subcommittee Meeting: Funding Recommendations
- **February 8, 2022** Public Notice of Community Needs Assessment Hearing was published in the San Mateo County Times
- **March 9, 2022** Community Needs Assessment Public Hearing
- **March 14, 2022** CDBG Subcommittee Meeting: Finalize Allocations
- **March 28, 2022** Public Notice of Availability of the City's PY 22 Annual Action Plan and Notice of Public Hearing published in the San Mateo County Times
- **March 28, 2022** The City publicly noticed the Availability of the City's PY 22 Annual Action Plan and Notice of Public Hearing the City's website, Twitter, and Facebook page. The City also sent individual email notifications to the CDBG PY 22 applicants and the City's CDBG and Economic & Community Development listservs.
- **March 28 to April 27, 2022** 30-day public comment period on the City's PY 22 Annual Action Plan
- **April 27, 2022** Final funding allocations and Public Hearing on the adoption of the City's PY 22 Annual Action Plan
- **May 15, 2022** Deadline for submission of the City's PY 22 Annual Action Plan to HUD

The following are specific efforts made to broaden outreach and promote participation. These efforts to increase citizen participation helped establish and or reconfirm the City's housing and community development needs and were used as a basis for setting priorities. See Attachments for additional information.

- **Public Hearing on Community Needs:** On March 9, 2022, the City held a public hearing to receive comments on the City's housing and community development needs. A notice for the hearing was published in the San Mateo County Times on February 8, 2022. The City received 18 public comments.
- **Public Hearing on the Action Plan Adoption:** On April 27, 2022, the City held a public hearing to receive comments on and adopt the City's Action Plan. A notice for the hearing was published in the San Mateo County Times on March 28, 2022. The City received xx public comments. In light of the recent COVID-19 pandemic, the City's public hearings was conducted via teleconference.
- **Online Outreach:** The City noticed all of the CDBG related public hearings through the City's website and Facebook page. The City also sent email notifications to the current CDBG subrecipients and the City's CDBG and Economic & Community Development listservs.

DRAFT

DRAFT

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)
------------	------------------	--------------------	--------------------------------	------------------------------	--	---------------------

DRAFT

1	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	On March 9, 2022, the City held a public hearing with the Mayor and City Council to receive public comments on the City's Housing and community development needs. A public notice for the hearing, written in English and Spanish, was published in the San Mateo County Times on February 8, 2022. The hearing was also noticed through the City's Facebook page. The City also sent email notifications to the current CDBG subrecipients and the City's CDBG	The City received 18 public comments. All of the comments received were in support of different non-profits seeking CDBG or HOME Administrative funding. The comments described the nonprofits programs and their impact on the community while also thanking the City Council for their support. Further information regarding the comments is provided in Attachments.	All comments were accepted.	http://www.ssf.net/1937/CDBG-Notices
---	----------------	---	---	---	------------------------------------	--

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)
			and Economic & Community Development listservs			
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community	Published notices for public meetings/hearings were posted in the San Mateo County Times on March 28, 2022.	No comments were received from the noticing. Comments were received at the noticed public meetings and hearings	All comments were accepted	See Attachment

3	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	On April 27, 2022, the City held a public hearing with the Mayor and City Council to receive public comments on the City's Annual Action Plan. A public notice for the hearing, written in English and Spanish, was published in the San Mateo County Times on March 28, 2022. The hearing was also noticed through the City's website and Facebook page. The City also sent email notifications to the current CDBG subrecipients and the City's CDBG and Economic & Community	There were xx comments received. All of the comments received were in support of different non-profits seeking CDBG or HOME Administrative funding. The comments described the nonprofits programs and their impact on the community while also thanking the City Council for their support. Further information regarding the comments is provided in Attachments.	All Comments Were Accepted	See Attachments
---	----------------	---	--	--	----------------------------	-----------------

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)
			Development listservs			
4	Internet Outreach	Minorities Persons with disabilities Non-targeted/broad community	On March 28, 2022, a post informing the general public about the meeting date, time, and place was posted on Facebook from the South San Francisco Economic and Community Development Facebook Page.	No comments were received from the noticing. Comments were received at the noticed public meetings and hearings.	All Comments Were Accepted	See Attachments

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)
5	Internet Outreach	Minorities Persons with disabilities Non-targeted/broad community	CBDG subrecipients and the City of South San Francisco's Economic and Community Development Department received an email on the details of the meeting on March 28, 2022. The email states to post in highly visible areas in order to get the word out that public comment was available for the CBDG from March 28 to April 27.	No comments were received from the noticing. Comments were received at the noticed public meetings and hearings.	All Comments Were Accepted	See Attachments

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City's FY 22-23 entitlement amount has not yet been determined at the release of this draft. The City's program income estimate is \$30,000. This gives the City a CDBG budget of approximately \$580,000 for FY 22-23. The City also anticipates \$172,878 in Coronavirus Relief Bill (CARES Act), CDBG-CV funds to be available to continue in the aid of addressing the corona virus pandemic. In addition, the City's estimates a HOME allocation of \$12,000 which provides the City with an overall budget of approximately \$764,878.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	450,000	30,000	100,000	580,000	0	The City of South San Francisco is an entitlement jurisdiction and therefore receives an annual CDBG grant allocation from HUD, the City also receives a variable amount of Program Income.
CDBG-CV	public - federal	Corona Virus			172,878		172,878	CARES-ACT Funding

Table 5 - Expected Resources – Priority Table

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

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

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

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

Discussion

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

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	SSF Downtown Tracts 6021, 6022 CDBG Target Area CDBG Services Area Citywide	Affordable Housing	Housing Trust Fund: \$101,050	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 37 Households Assisted
2	Provide Public Services to Improve Quality of Life	2018	2022	Non-Housing Community Development	SSF Downtown Tracts 6021, 6022 CDBG Target Area CDBG Services Area Citywide	Public Services	CDBG: \$72,000	Public service activities other than Low/Moderate Income Housing Benefit: 899 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Support Service-Enriched Homeless Shelters	2018	2022	Homeless	SSF Downtown Tracts 6021, 6022 CDBG Target Area CDBG Services Area Citywide	Homeless Services and Housing	CDBG:	Homelessness Prevention: 96 Persons Assisted
4	Preserve and Improve Public Facilities	2018	2022	Non-Housing Community Development	SSF Downtown Tracts 6021, 6022 CDBG Target Area CDBG Services Area Citywide	Public Facilities and Infrastructure Improvements	CDBG: \$130,000	Other: 1 Other
5	Economic Development	2019	2021	Non-Housing Community Development To prevent, prepare for and respond to the Coronavirus	Citywide	Economic Development Assistance		Businesses assisted: 10 Businesses Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Increase, Maintain, & Improve Affordable Housing
	Goal Description	For FY 2022-2023, the City will implement the following activities in order to meet this goal: housing rehabilitation, minor home repair, emergency home repair grants, debris box vouchers, and accessibility modification programs.
2	Goal Name	Provide Public Services to Improve Quality of Life
	Goal Description	For FY 2022-2023, the City will allocate 15 percent of its annual entitlement and 15 percent of its prior year program income to non-profit organizations that provide public services. The City anticipates serving 899 low to moderate-income residents in FY 2021 2022.
3	Goal Name	Support Service-Enriched Homeless Shelters
	Goal Description	There is a significant need for service enriched shelters and transitional housing for both homeless individuals and families as the City has experienced a significant increase in chronically homeless and transients, especially in the Downtown. The City will address this need by providing public service funds to Samaritan House and CORA.
4	Goal Name	Preserve and Improve Public Facilities
	Goal Description	The City of South San Francisco may use these funds to support investments in predevelopment activities for infrastructure and public facilities. These predevelopment activities may be used to assemble sites for affordable housing or provide infrastructure that would benefit the community.
5	Goal Name	Economic Development
	Goal Description	Avoid job loss caused by business closures related to Corona Virus 2019 (COVID 19) and the social distancing regulations implemented by the State and Federal government. This project is specific to the COVID 19 pandemic.

DRAFT

AP-35 Projects - 91.420, 91.220(d)

Introduction

The City will implement the following projects:

Public Services

The City Partners with several organizations. During FY 2022-2023, the City will fund Friends for Youth, Rape Trauma Services Center, Star Vista, Ombudsman Services of San Mateo County, Inc., Community Overcoming Relationship Abuse, Samaritan House, Center for Independence of Individuals with Disabilities Housing Accessibility Modification Program, El Concilio Peninsula Minor Home Repair, Rebuilding Together Peninsula National Rebuilding Day, Rebuilding Together Peninsula Safe at Home.

City-Sponsored Housing Rehabilitation Program

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

Public Improvement Projects

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

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

CDBG Administration

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

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

Table 7 – Project Information

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

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

DRAFT

AP-38 Project Summary
Project Summary Information

DRAFT

1	Project Name	Public Services
	Target Area	Citywide
	Goals Supported	Provide Public Services to Improve Quality of Life
	Needs Addressed	Public Services
	Funding	CDBG: \$72,000
	Description	The City Partners with several organizations. During FY 2022-2023, the City will fund Health Mobile, Friends for Youth, Peninsula Family Service, Rape Trauma Services Center, Ombudsman Services of San Mateo County, Inc.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	The City Partners with several organizations. During FY 2022-2023, the City will fund Health Mobile, Friends for Youth, Peninsula Family Service, Rape Trauma Services Center, Ombudsman Services of San Mateo County, Inc.
	Location Description	Citywide and locations of Health Mobile, Friends for Youth, Peninsula Family Service, Rape Trauma Services Center, Ombudsman Services of San Mateo County, Inc.
2	Planned Activities	The City Partners with several organizations. During FY 2022-2023, the City will fund Health Mobile, Peninsula Family Service, Friends for Youth, Rape Trauma Services Center, Ombudsman Services of San Mateo County, Inc.,
	Project Name	Service Enriched Homeless Shelters
	Target Area	
	Goals Supported	Provide Public Services to Improve Quality of Life Support Service-Enriched Homeless Shelters
	Needs Addressed	Public Services Homeless Services and Housing
	Funding	Housing Trust Fund: \$101,050
	Description	The City will address the need for service-enriched shelters and transitional housing by providing public service funds to Samaritan House, CORA, Life Moves, Star Vista, HIP Housing, Legal Aid of San Mateo County. Samaritan House operates the Safe Harbor Shelter located in South San Francisco, which provides 90 beds to homeless individuals. CORA provides emergency shelter for those seeking refuge from domestic violence or abuse.

Target Date	6/30/2023
Estimate the number and type of families that will benefit from the proposed activities	
Location Description	Community Overcoming Relationship Abuse Address Suppressed Samaritan House: Safe Harbor Shelter 295 North Access Road South San Francisco, CA 94080-690 Life Moves 181 Constitution Drive Menlo Park, CA 94025 HIP Housing 800 S. Claremont #210 San Mateo, CA 94402 Star Vista 701 Grand Ave South San Francisco, CA 94080 Legal Aid 330 Twin Dolphin Drive, Suite 123 Redwood City, CA 94065

Planned Activities	Community Overcoming Relationship Abuse \$21,500 of available Housing Trust Funds funding: Emergency shelter for victims and survivors of domestic violence and their children Samaritan House: Safe Harbor Shelter \$18,000 of available Housing Trust Funds funding: Operates the Safe Harbor Shelter, a 90-bed homeless shelter that provides emergency and transitional housing for homeless adults. Services would also be provided through CORA, HIP Housing, and StarVista. Life Moves \$26,250 of available Housing Trust Funds funding: Interim housing programs and comprehensive supportive services for homeless families and individuals from Urban San Mateo County. HIP Housing \$12,000 of available Housing Trust Funds funding: Home Sharing Program interviews and screens individuals who are searching for a housemate, and struggling renters who are searching for an affordable place to live, and matches them in affordable home sharing arrangements Star Vista \$11,000 of available Housing Trust Funds funding: Transitional Housing Placement Plus program provides subsidized apartments in South San Francisco and case management services for emancipated foster youth aged 18-24 Legal Aid \$12,300 of available public services funding: Legal assistance to people threatened with losing their homes or living in substandard conditions with the goals of keeping people in their home
Project Name	Minor Home Repair Program

3	Target Area	SSF Downtown Tracts 6021, 6022 CDBG Target Area Citywide
	Goals Supported	Increase, Maintain, & Improve Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$107,750
	Description	The City will allocate funding to various non-profits that provide minor home repairs and accessibility modifications to low-income homeowners.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates serving 30 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	CID Housing Accessibility Modification Program \$10,000 of Minor Home Repair funding: Installs ramps, grab bars, and other modifications to make a home accessible. El Concilio Peninsula Minor Home Repair \$27,000 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. Rebuilding Together National Rebuilding Day \$15,750 of Minor Home Repair funding: Program that utilizes volunteers to rehabilitate homes on National Rebuilding Day. Rebuilding Together Safe at Home \$55,000 of Minor Home Repair funding: A year round program that addresses minor repair needs.
4	Project Name	Housing Rehabilitation Program
	Target Area	Citywide
	Goals Supported	Increase, Maintain, & Improve Affordable Housing
	Needs Addressed	
	Funding	CDBG: \$77,000
	Description	Provides low interest loans and grants to low income families for housing alterations and repairs that correct code deficiencies and or improve the health and safety of the home.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Two households will be provided loans, five households will receive emergency housing vouchers, one household will receive debris box vouchers.
	Location Description	

	Planned Activities	Housing Rehabilitation Loans Provides low interest loans to low income families for housing alterations and repairs that correct code deficiencies and or improve the health and safety of the home. Emergency Repair Vouchers Provides low income families grants of up to \$5,500 to make emergency safety and or code violation repairs. Debris Box Vouchers Provides low income families with a debris box to clear code violations and clean up conditions that affect the health, safety or appearance of properties.
5	Project Name	Public Facility Improvement Projects
	Target Area	SSF Downtown Tracts 6021, 6022 CDBG Target Area CDBG Services Area Citywide
	Goals Supported	Preserve and Improve Public Facilities
	Needs Addressed	Public Facilities and Infrastructure Improvements
	Funding	CDBG: \$130,000
	Description	These funds will be used for public facility and infrastructure improvements in low/mod areas.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	9130 estimated based on prior years.
	Location Description	
	Planned Activities	These funds will be used for public facility and infrastructure improvements in low mod areas.
6	Project Name	Planning and Administration
	Target Area	Citywide
	Goals Supported	Increase, Maintain, & Improve Affordable Housing Preserve and Improve Public Facilities Provide Public Services to Improve Quality of Life Support Service-Enriched Homeless Shelters Economic Development

Needs Addressed	Public Services Affordable Housing Homeless Services and Housing Public Facilities and Infrastructure Improvements Economic Development Assistance
Funding	CDBG: \$96,000
Description	The City will use approximately 20 percent of its entitlement to administer the CDBG program.
Target Date	
Estimate the number and type of families that will benefit from the proposed activities	NA
Location Description	400 Grand Avenue
Planned Activities	The City will use approximately 20 percent of its entitlement to administer the CDBG program.

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 51% of residents with low to moderate household incomes. Using HUDs CPD Maps website as a guide, as well as using HUDs GIS dataset, the City has created a CDBG Service Areas map for South San Francisco (see Attachment D). These Service Areas generally meet the CDBG Low to Moderate Area Benefit (LMA) requirements, however the area known as East 101, is predominantly industrial activities, and CDBG funding will not be spent in this region.

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

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

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

Geographic Distribution

Target Area	Percentage of Funds
SSF Downtown Tracts 6021, 6022	
CDBG Target Area	
CDBG Services Area	40
Citywide	

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

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

Discussion

Many of the City's service providers are located either outside of the CDBG Target area or are regional

providers with headquarters in other jurisdictions, but who specifically serve South San Francisco residents. The City works to find a balance between funding projects to assist residents in the low-income neighborhoods, with services that serve low-income residents city-wide.

DRAFT

DRAFT

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

Introduction

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

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

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

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

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

policies affecting the return on residential investment

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

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

Encouraging the construction of Accessory Dwelling Units by expedited permitting and providing architectural

Discussion

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

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

Introduction

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

Actions planned to address obstacles to meeting underserved needs

The significant challenge for the City in meeting needs for the underserved community has been the lack of funding. As mentioned previously, the dissolution of RDA eliminated a major funding source for affordable housing and funding for low-income residents, therefore funding was narrowed to CDBG, General Fund and County funds.

To add, the impact of the pandemic worsened the conditions for low-income residents as it disproportionately impacted Blacks and Latinos due to the nature of their occupations, discrimination, income gap, and access to healthcare. The City has received additional funding from Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funds to address these disparities and anticipates additional funds from the State and Federal government. The City will continue to work with all levels of government and non-profits to address income inequality and poverty in South San Francisco.

Actions planned to foster and maintain affordable housing

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

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

which provides guidance regarding resident selection, monitoring etc.

Actions planned to reduce lead-based paint hazards

The City will continue to incorporate lead testing and lead safe work practices into all rehabilitation projects it funds. Additionally, the City makes lead-based paint information available on its website, to all the local non-profit agencies, to homeowners and renters. The City also provides loans and grants to homeowners and public facilities to abate lead-based paint hazards. The City is also working with the County to access more funds for lead-based paint rehabilitation projects.

Actions planned to reduce the number of poverty-level families

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

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

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

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

efficiently work with these constraints.

Actions planned to develop institutional structure

City will make the following efforts to improve institutional structure:

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

- Continue to work with the other local jurisdiction as part of the CDBG Work Group in order to increase collaboration and make administrative and monitoring processes more standardized, compliant, and efficient
- Continue to build and improve relationships with local service providers
- Continue to coordinate and participate in the Continuum of Care

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

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

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

Discussion

DRAFT

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.	80.00%

Discussion

DRAFT

DRAFT