



**COUNTY  
OF  
SAN MATEO**

**FY 2022-23 Action Plans for  
San Mateo County HOME Consortium:**

- **County of San Mateo Urban County**  
Approved by County Board of Supervisors  
Resolution No. 078855, adopted May 3, 2022

**San Mateo Urban County**  
County of San Mateo  
City of Atherton  
City of Belmont  
City of Brisbane  
City of Burlingame  
City of Colma  
City of East Palo Alto  
City of Foster City  
City of Half Moon Bay  
Town of Hillsborough  
City of Menlo Park  
City of Millbrae  
City of Pacifica  
Town of Portola Valley  
City of San Bruno  
City of San Carlos  
Town of Woodside

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**HOME Consortium Members:**  
San Mateo Urban County  
City of San Mateo  
City of South San Francisco

## Executive Summary

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

#### 1. Introduction

The County of San Mateo's PY2022-23 Annual Action Plan is based on the goals and objectives of the County's PY2018-2022 Consolidated Plan, which covers the 2022 program year. Program year 2022 is the fifth year of the 5-year Consolidated Plan period. The Consolidated Plan serves as a planning document meeting the federal government statutory requirements in 24 CFR 91.200-91.230, with

revisions for preparing a Consolidated Plan and guiding the use of CDBG, HOME, HOPWA, and ESG funding based on applications to the U.S. Department of HUD. The major sections of the Consolidated Plan include a Housing Market Analysis, Housing and Homeless Needs Assessment, 5-year Strategic Plan, a 1-year Action Plan, and Consultation and Citizen Participation, with accompanying documentation relating to public comment. The Strategic Plan addresses specific needs that were identified in the data analysis, with specific goals and program targets for each category designated for funding. The Action Plan is a subset of the Strategic Plan, addressing funding options for the next fiscal year. The Consolidated Plan can be used by organizations in the community as a guide for identifying activities through which they can help the jurisdiction reach their housing and community development goals. The Consolidated Plan also serves as the baseline for measuring program effectiveness, as reported in the Consolidated Annual Performance and Evaluation Report (CAPER) required by HUD for each fiscal year's funding allocation. Incorporated into the Consolidated Plan are analysis of the local housing market and a review of housing and homeless needs in San Mateo County as a means of defining the current environment in which federal funding is being used. The Consolidated Plan provides a strategic plan for meeting priority needs that were identified through the community participation process. The analytical parts of the document draw from the 2009-2013 American Community Survey and CHAS data provided by HUD. Other data sources include the 2010 U.S. Census and other information gathered locally, including the HOPE for the Homeless and the local Continuum of Care organization.

## **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 Annual Action Plan contains a range of goals, objectives, and outcomes formulated to address needs identified for homelessness, other special needs, affordable housing, non-housing community development, barriers to affordable housing, lead-based paint hazards, institutional structure, and coordination. These objectives include:

- Support the acquisition, creation, rehabilitation, and preservation of affordable housing units, including the adaptive re-use of non-housing structures for use as affordable housing;
- Support emergency shelters, transitional housing, agencies that provide safety net services, and agencies that provide housing related supportive services aimed at keeping people in their homes; and
- Support community and economic development programs and projects, including emergency shelters and supportive housing projects, community facilities, and job creation/retention programs.

These objectives are supported by a collection of associated strategies and performance goals. These strategies seek to work toward meeting the objectives stated, addressing the need for more affordable

housing, housing rehabilitation, public facilities and infrastructure improvements, and public services. Specifics can be found in section SP-25 Priority Needs and SP-45 Goals of the County's PY 2018-2022 Consolidated Plan and the PY 2022 Annual Action Plan.

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

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

San Mateo County has a history of successful programs funded through the Community Development Block Grant Program, HOME, and ESG. Of particular importance to the health of the county have been programs that address the availability and condition of the housing stock. The County has successfully funded housing development and rehabilitation activities targeting lower income and elderly households unable to properly maintain their homes. The County has worked actively with local homeless services providers to expand services aimed at helping those persons find employment, housing, health care services, and educational opportunities. Details of past performance can be found in the County's Consolidated Annual Performance and Evaluation Report (CAPER).

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

Summary from citizen participation section of plan.

A public meeting was held on November 29, 2021 with the Housing and Community Development Committee over Zoom to solicit public comment regarding funding priorities for the FY2022-2023 NOFA. A public meeting was held on February 16, 2022 with the Housing and Community Development Committee over Zoom where the Committee reviewed and discussing County staff evaluations regarding the applications for the FY2022-2023 NOFA. A public meeting was held on February 23, 2022 with the Housing and Community Development Committee over Zoom during which agencies were allowed to speak in favor of or against projects submitted for FY 2022-2023 funding. A public hearing and vote by the Board of Supervisors was held on May 3, 2022 over Zoom. The Board adopted a resolution approving the distribution of funds proposed by County staff and supported by the Housing and Community Development Committee. Proof of a public hearing notices and public comments are included as an attachment.

### **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.

Twenty-six (26) people spoke during the February 23, 2022 public hearing to thank the County for their continued support and provided public testimony in support of the programs and projects being evaluated for funding by the Housing and Community Development Committee. There were no

comments received on the Annual Action Plan posted on the County's website. Documentation on comments received is attached.

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

All comments were accepted.

**7. Summary**

This plan provides a framework through which San Mateo County manages its federal entitlement programs related to community development and homeless assistance. Data was provided through HUD's eCon software system, utilizing American Community Survey data and other sources, to construct the needs assessment and market analysis. The County worked with local service providers and other concerned citizens to develop the strategic plan and annual action plan, both designed to address needs within the county as identified through the public participation process and needs assessment.

**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.

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
Lead Agency	SAN MATEO COUNTY	
CDBG Administrator	SAN MATEO COUNTY	Department of Housing
HOPWA Administrator		
HOME Administrator	SAN MATEO COUNTY	Department of Housing
ESG Administrator	SAN MATEO COUNTY	Department of Housing
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative**

**Consolidated Plan Public Contact Information**

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HCD Housing Program Manager

San Mateo County

Department of Housing

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

### **1. Introduction**

This Annual Action Plan will include funding for the first year of a two-year funding cycle for public service, micro-enterprise, fair housing, public facilities, housing development, and housing rehabilitation programs. The Department of Housing held two public meetings with the Housing and Community Development Committee to consider the distribution of funds. The first public meeting, which was held on February 16, 2022, the Housing and Community Development Committee conducted a preliminary review, including staff recommendations, of all housing development projects, housing rehab programs, public facilities, micro-enterprise & economic development, public services and fair housing programs and projects under consideration for funding in FY 2022-2023. A second public meeting was held on February 23, 2022 to provide agencies and developers an opportunity to provide additional information about their programs and projects. The Housing and Community Development Committee asked questions and solicited information from agencies and developers and gave members of the public an opportunity to provide public testimony regarding the projects and programs under consideration. A public hearing was held before the Board of Supervisors on May 3, 2022. Any comments received from the agencies and the public will be summarized in an attachment to this document.

#### **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)).**

The County works closely with, and in on an ongoing basis with most, if not all, of the providers of affordable housing, and housing related supports and services throughout the County. The County also works to utilize Section 8 vouchers from the federal government through the Moving to Work Program to address the housing needs of the County's lowest income households. Through the Continuum of Care process, the County maintains relationships with mental health providers, homeless shelters and services providers, and other governmental agencies with specific responsibilities for homeless individuals and families. The County also participates in a variety of other coalitions that seek to address other issues related to the housing and supportive service needs of low income individuals and families, including homeless and formerly homeless, who reside in San Mateo County.

#### **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.**

County staff works actively with HOPE, the local umbrella for the development of the Continuum of Care. Staff participates regularly in scheduled meetings and point-in-time surveys. In the past, the County has provided administrative support to supplement Continuum of Care initiatives and funding to the various agencies that make up the membership of HOPE.

**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**

Staff from the County participates in the development of the Continuum of Care, working with area service providers to include County resources, to the extent possible, in the provision of services to homeless individuals and families in San Mateo County. The allocation of ESG funding has been done in collaboration with the San Mateo County Human Services Agency (HSA) to fund agencies and providers through a Notice of Funding Availability (NOFA) for the County's ESG Allocation from HUD. HSA is the lead agency for the local Continuum of Care (CoC). DOH issues the NOFA, gathers responses, and works with the CoC through HSA to determine funding levels and recipients for funding. HSA also sets forth Guiding Principles, CoC Governance, and HMIS standards.

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



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

1	<b>Agency/Group/Organization</b>	Midpen Housing Corporation
	<b>Agency/Group/Organization Type</b>	Housing Agency - Managing Flood Prone Areas
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provide information about the importance of investing in and preserving existing affordable, multi-family rental housing to preserve affordability and prevent displacement.
2	<b>Agency/Group/Organization</b>	San Mateo County Health System
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The SMC Department of Housing and SMC Health System meet quarterly on items relevant to the connections between housing and health. All services related to lead poisoning are administered by the Health System's Environmental Health division, including education, prevention and mitigation services
3	<b>Agency/Group/Organization</b>	San Mateo County ISD
	<b>Agency/Group/Organization Type</b>	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide
	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	San Mateo County ISD (Information Services Department) is working to provide and expand free WiFi hotspots throughout the County to reduce the digital divide. ISD provided updates on their progress.
4	<b>Agency/Group/Organization</b>	San Mateo County Office of Sustainability
	<b>Agency/Group/Organization Type</b>	Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Department of Housing and the County's Office of Sustainability participate in a Countywide task force to assess activities and projects that may be impacted by sea-level rise and climate change. The Office of Sustainability provided an analysis of the 2022 activities and projects that may be impacted by sea-level rise.

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

Despite extensive outreach and invitation to comment, consultation was not provided for the following:

- Agency - Management of Public Land or Water Resources
- Agency - Emergency Management

However, the Department of Housing regularly collaborates and consults with the County Department of Public Works, which oversees public land and water resources. The County also regularly consults with the County's Emergency Operations Center on various projects and issues, particularly regarding the County's response to addressing impacts of COVID-19. The County regularly works with and coordinates with the County Real Property Services division to assess the best use of County-owned land to address housing and homelessness needs.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	San Mateo County Human Services Agency	The Strategic Plan provides a set of priorities for addressing homelessness.

**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**

The first public meeting, which was held on November 29, 2021, was to invite public comment regarding funding priorities for the Notice of Funding Availability for the CDBG, HOME, and ESG programs. Another public meeting was held on February 16, 2022 over Zoom to conduct a study session in which the Housing and Community Development Committee conducted a preliminary review, including staff recommendations, of all housing development projects, housing rehab programs, public facilities, micro-enterprise & economic development, public services and fair housing programs and projects under consideration for funding in PY 2022. A third public meeting was held on February 23, 2022, also over Zoom, providing agencies and the public to speak in favor of, or against, projects submitted for PY 2022. On April 4, 2022, the Department of Housing published a public notice of a 30-day comment period to solicit feedback from the public regarding the PY 2022 Annual Action Plan. A public hearing and vote by the Board of Supervisors was held on May 3, 2022 over a virtual meeting on Zoom. The Board adopted a resolution approving the distribution of funds proposed by County staff and supported by the Housing and Community Development Committee. Proof of a public hearing notices and public comments are included as an attachment.

**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)
1	Newspaper Ad	Non-targeted/broad community	Newspaper ad run in San Mateo County Times on November 27, 2022 regarding the FY 2022/23 Funding Priorities Meeting.	None received	n/a	<a href="https://housing.smcgov.org/doh-public-notice">https://housing.smcgov.org/doh-public-notice</a>

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)
2	Internet Outreach	Non-targeted/broad community	No members of the public were in attendance of the public meeting held on November 29, 2022 to set Funding Priorities.	None received.	N/a	
3	Public Meeting	Non-targeted/broad community	A public meeting was held by the Housing and Community Development Committee on February 23, 2022. Representatives of agencies spoke during the public hearing. No members of the public were in attendance.	None received	n/a	

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)
4	Internet Outreach	Non-targeted/broad community	30-day Public Notice of a Housing and Community Development Committee Study Session to discuss proposed activities and projects. Notice Period: January 14, 2022-February 15,2022	None received.	n/a	<a href="https://housing.smcgov.org/doh-public-notice">https://housing.smcgov.org/doh-public-notice</a>

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	Public Meeting	Non-targeted/broad community	Five members of the public were in attendance of the public meeting held on February 16, 2022 by the Housing and Community Development Committee to discuss staff recommendations for proposed activities and projects.	Five members of the public were in attendance of the public meeting held on February 16, 2022 by the Housing and Community Development Committee.	n/a	

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)
6	Internet Outreach	Non-targeted/broad community	30-day Public Notice of a Housing and Community Development Committee Public Hearing to discuss and recommend proposed activities and projects. Notice period: January 21,2022-February 22,2022	None received.	n/a	<a href="https://housing.smcgov.org/doh-public-notice">https://housing.smcgov.org/doh-public-notice</a>



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)
7	Public Hearing	Non-targeted/broad community	A public hearing was held by the Housing and Community Development Committee on February 23, 2022. Representatives of agencies spoke during the public hearing.	Comments were received by twenty-six speakers from agencies seeking funding from the CDBG, HOME, and ESG programs. All comments received were supporting programs and projects under consideration.	All comments were accepted	

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)
8	Internet Outreach	Non-targeted/broad community	On April 2, 2022, a draft of the 2022 Annual Action Plan was posted on the Department of Housing website for 30-days for public comment/review preceding the May 4, 2022 Public Hearing held by the Board of Supervisors.	none	n/a	<a href="https://smcd92021.prod.acquia-sites.com/housing/annual-action-plans">https://smcd92021.prod.acquia-sites.com/housing/annual-action-plans</a>

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)
9	Internet Outreach	Non-targeted/broad community	On April 4, 2022, a public notice regarding a 30-day public comment period and a public hearing was published on the Department of Housing website and sent to the Department's email listserv.	none	n/a	<a href="https://housing.smcgov.org/doh-public-notice">https://housing.smcgov.org/doh-public-notice</a>
10	Public Hearing	Non-targeted/broad community	A public hearing was held by the County Board of Supervisors on May 3, 2022 to receive public comment and approve the 2022-23 Annual Action Plan.	none	n/a	<a href="https://housing.smcgov.org/doh-public-notice">https://housing.smcgov.org/doh-public-notice</a>

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

#### 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	2,600,391	536,109	850,000	3,986,500	0	This Action Plan is the final year of the ConPlan, so no remainder amount is anticipated

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,546,010	386,445	0	1,932,455	0	This Action Plan is the final year of the ConPlan, so no remainder amount is anticipated
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	226,536	0	0	226,536	0	This Action Plan is the final year of the ConPlan, so no remainder amount is anticipated

Other	public - local	Acquisition						
		Admin and Planning						
		Conversion and rehab for transitional housing						
		Economic Development						
		Financial Assistance						
		Homebuyer assistance						
		Homeowner rehab						
		Housing						
		Multifamily rental new construction						
		Multifamily rental rehab						
		New construction for ownership						
		Overnight shelter						
		Public Improvements						
		Public Services						
		Rapid re-housing (rental assistance)						
		Rental Assistance Services						
		TBRA						
Transitional housing								
Other		0	0	0	0	0		

**Table 2 - 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**

Federal funds will be leveraged by local funding from the County's Measure K 1/2 cent sales tax discretionary fund (about \$25 million in FY 22-23) and through the ability of service organizations to raise program funds through outside sources, other funding sources needed for housing development activities. Measure K funds are spent alongside and leverage HOME and ESG funds by a factor of at least 1:1 for each program/project supported. The investment of Measure K funding is sufficient leverage for all federal funds. However, the County also requires that all projects receiving HOME funding to provide a 25% match and requires all recipients of ESG funding to provide evidence of matching funds sufficient to comply with the federal match requirement.

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

Two publicly owned properties are currently being considered for use in the production of new affordable housing units. These include the North County Courthouse site which has completed some site planning activities and the current location of the Maple Street Shelter which is under consideration for redevelopment to include supportive housing units on the site.

**Discussion**

The County has allocated \$5,658,490.58 for the 2022-2023 CDBG/HOME/ESG program year. This amount includes \$4,372,937 from 2022 entitlement funds, \$828,817.72 in program income, \$93,736.54 additional FY21-22 program income received above projected, and approximately \$850,000 in other programmable funds. These funds will be used to operate a range of private and public services as described later in the Annual Action Plan. A total of \$487,000 in unallocated HOME funds will be carried over and programmed in a future funding cycle.



## 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	Home Repair Programs	2018	2022	Affordable Housing	CountyWide The whole County	Minor Home Repairs and Modifications	CDBG: \$333,000	Homeowner Housing Rehabilitated: 124 Household Housing Unit
2	Rental Housing Repair Programs	2018	2022	Affordable Housing	CountyWide The whole County	Rental Housing Repairs	CDBG: \$1,941,090 HOME: \$1,252,209	Rental units rehabilitated: 220 Household Housing Unit
3	Public Services Homelessness	2018	2022	Homeless	CountyWide The whole County	Public Services	CDBG: \$163,363 ESG: \$209,546	Public service activities other than Low/Moderate Income Housing Benefit: 538 Persons Assisted Tenant-based rental assistance / Rapid Rehousing: 2 Households Assisted
4	Public Services Supportive Services	2018	2022	Affordable Housing Non-Homeless Special Needs	CountyWide The whole County		CDBG: \$281,128	Public service activities other than Low/Moderate Income Housing Benefit: 5935 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Public Facilities (Including Shelters)	2018	2022	Homeless	CountyWide The whole County	Public Services	CDBG: \$37,704	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 50 Households Assisted
6	Community Facilities	2018	2022	Non-Housing Community Development	CountyWide The whole County		CDBG: \$28,500	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted
7	Micro-Enterprise and Job Creation/Retention	2018	2022	Non-Housing Community Development	CountyWide The whole County	Micro-enterprise and Job Creation/Retention	CDBG: \$45,000	Businesses assisted: 120 Businesses Assisted

Table 3 – Goals Summary

### Goal Descriptions

1	Goal Name	Home Repair Programs
	Goal Description	Funding will be used through non-profit service providers to provide minor home repairs to single-family homes.
2	Goal Name	Rental Housing Repair Programs
	Goal Description	Funding will be used on rehabilitation of multifamily units in East Palo Alto and Half Moon Bay.

3	<b>Goal Name</b>	Public Services Homelessness
	<b>Goal Description</b>	Funding will be used for public services targeting homeless populations or populations at risk of homelessness.
4	<b>Goal Name</b>	Public Services Supportive Services
	<b>Goal Description</b>	Funding will be used for supportive services, including food banks, legal aid, and other services aimed at keeping people in their homes.
5	<b>Goal Name</b>	Public Facilities (Including Shelters)
	<b>Goal Description</b>	Funding will be used for repairs to public facilities, including shelters.
6	<b>Goal Name</b>	Community Facilities
	<b>Goal Description</b>	Funding in support of community facilities, specifically Rebuilding Together's National Rebuilding Day for non-profit centers.
7	<b>Goal Name</b>	Micro-Enterprise and Job Creation/Retention
	<b>Goal Description</b>	Funding for business development programs.

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

### Introduction

These projects have been approved by the Housing and Community Development Committee and the Board of Supervisors for PY2022 funding.

#	Project Name
1	Housing Development
2	Minor Home Repair
3	Public Facilities
4	Micro-Enterprise & Economic Development
5	Public Services - General
6	Public Services - Fair Housing
7	Public Services - Core Service Agencies
8	Public Services - Shelter Services
9	ESG22 San Mateo County
10	CDBG Program Admin - Program Management
11	HOME Program Admin - Program Management
12	Section 108 Loan Repayment - Trestle Glen
13	Housing Rehab Revolving Loan Fund
14	Housing Rehab RLF Program Delivery and Admin

Table 4 – Project Information

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

The Funding Priorities were set by the Housing and Community Development Committee at a public meeting held on November 29, 2021. Allocations have been made according to these Funding Priorities, which prioritize serving underserved communities needs, such as the population experiencing homelessness.

**AP-38 Project Summary**  
**Project Summary Information**

1	<b>Project Name</b>	Housing Development
	<b>Target Area</b>	CountyWide The whole County
	<b>Goals Supported</b>	Rental Housing Repair Programs
	<b>Needs Addressed</b>	Rental Housing Repairs
	<b>Funding</b>	CDBG: \$1,802,512 HOME: \$1,252,209
	<b>Description</b>	Funds will be used for the rehabilitation of four existing multifamily affordable rental housing projects including Nugent Square in East Palo Alto, CA, Main Street Park II in Half Moon Bay, CA, and Moonridge I and Moonridge II in Half Moon Bay, CA. Funds will benefit extremely low- and very low-income households, including 160 farmworker households. Funding will be used to address much needed repairs and improvements to continue supporting existing residents and to extend the physical life of the properties. There will be no CHDO allocation this funding round, taking advantage of the CHDO set-aside waiver.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Nugent Square will serve 32 very low-income families earning between 30%-50% AMI. Main Street Park II will serve 28 very low-income families earning between 35%-45% AMI. Moonridge I will serve 80 farmworker families. of which 34 are extremely low-income earning up to 30% AMI and 45 are very low-income earning up to 35% AMI. Moonridge II will also serve 80 farmerworker families, of which 12 are extremely low income earning up to 30% AMI and 67 are very low-income earning up to 40% AMI.
	<b>Location Description</b>	Nugent Square in East Palo Alto, CA, Main Street Park II in Half Moon Bay, CA, and Moonridge I and Moonridge II in Half Moon Bay, CA.
<b>Planned Activities</b>	Funds will be used for the rehabilitation of four existing multifamily affordable rental housing projects including Nugent Square in East Palo Alto, CA, Main Street Park II in Half Moon Bay, CA, and Moonridge I and Moonridge II in Half Moon Bay, CA. Funds will benefit extremely low- and very low-income households, including 160 farmworker households. Funding will be used to address much needed repairs and improvements to continue supporting existing residents and to extend the physical life of the properties. There will be no CHDO allocation this funding round, taking advantage of the CHDO set-aside waiver.	
	<b>Project Name</b>	Minor Home Repair

<b>2</b>	<b>Target Area</b>	CountyWide The whole County
	<b>Goals Supported</b>	Home Repair Programs
	<b>Needs Addressed</b>	Minor Home Repairs and Modifications
	<b>Funding</b>	CDBG: \$333,000
	<b>Description</b>	Minor home repair programs run by Center for the Independence of Individuals with Disabilities (CID), El Concilio of San Mateo County, Rebuilding Together Peninsula, and Senior Coastsiders.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	CID's Housing Accessibility Modifications (HAM) program will serve 26 low-income homeowners with disabilities or in need of accessibility modifications. El Concolio's Peninsula Minor Home Repair program will serve 20 very low- and extremely low-income homeowners. Rebuilding Together Peninsula's National Rebuilding Day program will serve 8 low-income individuals and families. Rebuilding Together Peninsula's Safe at Home program will serve 30 low-income homeowners. Senior Coastsiders' Coastside Minor Home Repair program will serve 40 low-income seniors and adults with disabilities.
	<b>Location Description</b>	Project will be located at various locations throughout the County, including East Palo Alto, Half Moon Bay and coastside,
<b>Planned Activities</b>	Minor home repair programs include: Center for the Independence of Individuals with Disabilities (CID) Housing Accessibility Modification (HAM) program, which provides home modificationn that facilitate people with disabilities to remain at home or move back into their homes with greater independence, preventing the need to move into skilled nursing or other institutional care facilities. The El Concilio of San Mateo County Minor Home Repair program, which provides home repairs for extremely low-, very low-, and low-income residents focusing on health and safety issues, energy/water savings, and other repairs that contribute to improved housing quality. The Rebuilding Together Peninsula's National Rebuilding Day Home Rehabilitation program, which provides repairs for low-income individuals and families. The Rebuilding Together Peninsula's Safe at Home program, which provides reparis for low-income individuals and families. The Senior Coastsiders' Coastside Minor Home Repair program, which provides minor home repairs for low-income seniors and adults with disabilities to make their homes safe, more accessible and healthier.	

<b>3</b>	<b>Project Name</b>	Public Facilities
	<b>Target Area</b>	CountyWide The whole County
	<b>Goals Supported</b>	Public Facilities (Including Shelters) Community Facilities
	<b>Needs Addressed</b>	Public Facilities Community Facilities
	<b>Funding</b>	CDBG: \$66,204
	<b>Description</b>	Public and community facilities including Latino Commission on Alcohol and Drug Abuse Services' Casa Maria Recovery Home Pantry and Office project and Rebuilding Together Peninsula's National Rebuilding Day Community Facilities Rehab Program.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Casa Maria Recovery Home Pantry and Office project will serve approximately 50 low-income individuals. The National Rebuilding Day Community Facilities Rehab Program will rehab about 5 community facilities and benefit approximately 3000 extremely low, very low, and low-income individuals.
	<b>Location Description</b>	San Bruno, CA and various locations throughout the County.
	<b>Planned Activities</b>	The Casa Maria Recovery Home Food Pantry and Office Project will repurpose a dining room to a private and secure office for client needs and also relocate the food pantry. Casa Maria Recovery Home is an intensive 24/7 womens residential recovery home for substance use disorder, severe disability treatment, and other counseling and education. The Naional Rebuilding Day Community Facilities Rehab Program will be held on October 15, 2022 and April 29, 2023 to repair various community facilities that serve low-income residents to ensure dry, clean, pest-free, safe, accessible, and affordable spaces.
<b>4</b>	<b>Project Name</b>	Micro-Enterprise & Economic Development
	<b>Target Area</b>	CountyWide The whole County
	<b>Goals Supported</b>	Micro-Enterprise and Job Creation/Retention
	<b>Needs Addressed</b>	Micro-enterprise and Job Creation/Retention
	<b>Funding</b>	CDBG: \$45,000



	<b>Description</b>	Renaissance Entrepreneurship Center's Renaissance Mid-Peninsula Training Program will support low-income individuals with customized small business training, consulting and access to resources and networks to assist them in starting/growing their own sustainable small business.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Renaissance Entrepreneurship Center will support 120 low-income small businesses.
	<b>Location Description</b>	Countywide.
	<b>Planned Activities</b>	Renaissance Entrepreneurship Center will support 120 low-income English and Spanish speaking women and men with customized small business training, one-on-one consultation, and access to resources and networks to assist them in starting and growing their own sustainable small business.
<b>5</b>	<b>Project Name</b>	Public Services - General
	<b>Target Area</b>	CountyWide The whole County
	<b>Goals Supported</b>	Public Services Supportive Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$190,581
	<b>Description</b>	Funding for general public services including legal aid services, food pantry, meals on wheels, and aging in place.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Estimated 4622 individuals and households will be served from the proposed activities, including extremely low and very low-income residents, victims of domestic violence, seniors, and individuals with substance use disorders.
	<b>Location Description</b>	Services will be provided throughout various locations in the County

	<b>Planned Activities</b>	Planned activities include Legal Aid Society of San mateo County HomeSavers Program, Bay Area Legal Aid's Domestic Violence Legal Safety New Project, CALL Primrose's CALL Community Pantry, Coastside Adult Day Health Center's Aging in Place program, Peninsula Volunteers, Inc.'s Meals on Wheels program, El Concilio of SMC's Emergency Services Partnership program, Free at Last's Clean and Sober Supportive Transitional Housing, and Community Legal Services in East Palo Alto's Legal Services for Tenants program.
<b>6</b>	<b>Project Name</b>	Public Services - Fair Housing
	<b>Target Area</b>	CountyWide The whole County
	<b>Goals Supported</b>	Public Services Supportive Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$28,268
	<b>Description</b>	Project Sentinel provides comprehensive fair housing services of complaint investigation, consultation, information and referral, and community outreach and education.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Project Sentinel estimates serving 26 individuals.
	<b>Location Description</b>	Redwood City, CA
	<b>Planned Activities</b>	Project Sentinel provides comprehensive fair housing services of complaint investigation, consultation, information and referral, and community outreach and education.
<b>7</b>	<b>Project Name</b>	Public Services - Core Service Agencies
	<b>Target Area</b>	CountyWide The whole County
	<b>Goals Supported</b>	Public Services Supportive Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$62,279

	<b>Description</b>	Core Service Agencies include Samaritan House and Pacifica Resource Center who provide a safety-net for low-income residents who struggle to meet basic human needs such as food, clothing, shelter, and healthcare.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Samaritan House estimates serving 987 low-income residents and Pacifica Resource Center estimates serving 300 low-income residents.
	<b>Location Description</b>	South San Francisco, CA and Pacifica, CA
	<b>Planned Activities</b>	Serving as the Core Service Agency for central County and E. Palo Alto/Menlo Park, Samaritan provides a safety-net for low-income residents of the County who struggle to meet basic human needs such as food, clothing, shelter & healthcare. They will provide individualized and comprehensive assessment, case management, education, and referrals to enriching programs. They also provide critical financial assistance grants to prevent homelessness and financial empowerment and asset building support to help low-income households achieve greater financial stability and independence. Pacifica Resource Center will provide safety net services to eligible individuals to increase food security and reduce homelessness in Pacifica with case management, advocacy and referral, emergency food, showers for homeless clients and other critical support services.
<b>8</b>	<b>Project Name</b>	Public Services - Shelter Services
	<b>Target Area</b>	CountyWide The whole County
	<b>Goals Supported</b>	Public Services Homelessness
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$163,363
	<b>Description</b>	Housing locator services provided at emergency shelters to help remove barriers to housing, including working with area landlords to develop relationships and developing individualized housing plans for clients looking for housing.
	<b>Target Date</b>	6/30/2023

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Samaritan House estimates serving 80 homeless individuals and LifeMoves estimates serving 50 homeless individuals.
	<b>Location Description</b>	Redwood City, CA
	<b>Planned Activities</b>	LifeMoves proposes to fund a Housing Locator staff position who will assist clients with developing relationships with area landlords, housing search, and developing an individualized housing plan and portfolio. Samaritan House proposes to fund a Housing Liaison staff position to help each client create an individualized housing plan, search for housing, prepare rental applications, and financial empowerment.
9	<b>Project Name</b>	ESG22 San Mateo County
	<b>Target Area</b>	CountyWide The whole County
	<b>Goals Supported</b>	Public Services Homelessness
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	ESG: \$226,536
	<b>Description</b>	San Mateo County will use its FY22 Annual ESG Grant (\$226,536) to fund: LifeMoves Shelter Operations - \$85,729.00 for Shelter Operations. LifeMoves Rapid Rehousing - \$91,980.38 for Rapid Rehousing. Star Vista Daybreak Program - \$31,836.42 for Shelter Operations. \$16,990.20 in ESG funds will be used for Program Administration.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	LifeMoves will assist approximately 600 individuals experiencing homelessness with shelter and 4 households with rapid rehousing services. StarVista will assist approximately 8 homeless youth.
	<b>Location Description</b>	Services will be provided Countywide.

	<b>Planned Activities</b>	San Mateo County will use: FY22 Annual ESG Grant (\$226,536): LifeMoves Shelter Operations - \$85,729.00 for shelter operations. LifeMoves Rapid Rehousing - \$91,980.38 for Rapid Re-housing. - \$91,980.38 for Rapid Re-housing. "Star Vista Daybreak Program" - \$31,836.42 for Shelter Operations. \$16,990.20 in ESG funds will be used for Program Administration. LifeMoves will assist approximately 600 homeless persons with shelter and supportive services through their Shelter Operations Program. LifeMoves will also assist 4 homeless households secure and retain permanent housing through their Rapid Rehousing Program. StarVista will assist approximately 8 homeless youth with shelter and supportive services through their Daybreak Program.
10	<b>Project Name</b>	CDBG Program Admin - Program Management
	<b>Target Area</b>	
	<b>Goals Supported</b>	Home Repair Programs Rental Housing Repair Programs Public Services Homelessness Public Services Supportive Services Public Facilities (Including Shelters) Community Facilities Micro-Enterprise and Job Creation/Retention
	<b>Needs Addressed</b>	Housing Development Minor Home Repairs and Modifications Rental Housing Repairs Public Facilities Community Facilities Public Services Micro-enterprise and Job Creation/Retention
	<b>Funding</b>	CDBG: \$592,655
	<b>Description</b>	Administrative expenses related to the use of CDBG Program funds.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	General Administrative costs. No direct benefits.
	<b>Location Description</b>	264 Harbor Blvd., Belmont CA

	<b>Planned Activities</b>	Administrative expenses related to the use of CDBG Program funds.
<b>11</b>	<b>Project Name</b>	HOME Program Admin - Program Management
	<b>Target Area</b>	
	<b>Goals Supported</b>	Rental Housing Repair Programs
	<b>Needs Addressed</b>	Housing Development Rental Housing Repairs
	<b>Funding</b>	HOME: \$193,246
	<b>Description</b>	Administrative costs related to the use of HOME Investment Partnership Program funding.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administrative expenses only, no direct benefit.
	<b>Location Description</b>	264 Harbor Blvd, Belmont, CA
	<b>Planned Activities</b>	Administrative costs related to the use of HOME Investment Partnership Program funding.
<b>12</b>	<b>Project Name</b>	Section 108 Loan Repayment - Trestle Glen
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Housing Development
	<b>Funding</b>	CDBG: \$529,415
	<b>Description</b>	Repayment of Section 108 Loan used for the development of the Trestle Glen multi-family housing project
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Loan repayment only. No direct benefits.
	<b>Location Description</b>	264 Harbor Blvd., Belmont, CA

	<b>Planned Activities</b>	Repayment of Section 108 Loan used for the development of the Trestle Glen multi-family housing project
<b>13</b>	<b>Project Name</b>	Housing Rehab Revolving Loan Fund
	<b>Target Area</b>	
	<b>Goals Supported</b>	Rental Housing Repair Programs
	<b>Needs Addressed</b>	Rental Housing Repairs
	<b>Funding</b>	CDBG: \$138,578
	<b>Description</b>	Using CDBG Program Income from rehabilitation loan repayments to fund rehabilitation of Main Street Park II, located in Half Moon Bay, which is an existing 28-unit multifamily rental housing project serving very-low income households.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Funds will benefit 28 very-low income households.
	<b>Location Description</b>	Half Moon Bay, CA.
	<b>Planned Activities</b>	Using CDBG Program Income from rehabilitation loan repayments to fund rehabilitation of Main Street Park II, located in Half Moon Bay, which is an existing 28-unit multifamily rental housing project serving very-low income households.
<b>14</b>	<b>Project Name</b>	Housing Rehab RLF Program Delivery and Admin
	<b>Target Area</b>	
	<b>Goals Supported</b>	Rental Housing Repair Programs
	<b>Needs Addressed</b>	Rental Housing Repairs
	<b>Funding</b>	CDBG: \$34,645
	<b>Description</b>	Administrative costs related to the San Mateo County Rental Housing Rehab program related to the use of the Housing Rehab Revolving Loan Fund, including \$11,000 for Activity Delivery.
	<b>Target Date</b>	6/30/2023

<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Administrative expenses only. No direct benefit.
<b>Location Description</b>	264 Harbor Blvd., Belmont CA
<b>Planned Activities</b>	Administer the San Mateo County Rental Housing Rehab program related to the use of the Housing Rehab Revolving Loan Fund, including \$11,000 for Activity Delivery.



## **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**

Assistance will be directed across the entire county. No geographic priorities have been identified, other than the low-mod census block groups in the county.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
CountyWide	100
The whole County	100

**Table 5 - Geographic Distribution**

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

Investments were not allocated geographically.

### **Discussion**

The County distributes funding where it makes the most sense, either from demonstrated need, low-mod area benefit, or as opportunities present. The County does not have target areas where funding is directed.

## Affordable Housing

### AP-55 Affordable Housing - 91.420, 91.220(g)

#### Introduction

The County uses CDBG and HOME funding to supplement Measure K 1/2 cent sales tax funding for new housing development projects and rehabilitation of existing affordable housing project. Those numbers are reflected in the "production of new units" and "Rehab of Existing Units" categories. The County funds non-profit efforts to provide home repairs to lower income homeowners, reflected in the "rehab of existing units" category. The County does not provide rental assistance or acquisition of existing units with CDBG or HOME funding. All goals listed below refer to eligible housing activities and do not include shelters or transitional housing.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	344
Special-Needs	0
Total	344

**Table 6 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	344
Acquisition of Existing Units	0
Total	344

**Table 7 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

San Mateo County proposes providing HOME and CDBG funding to four existing multifamily rental properties and minor home repair programs in FY 2022-23:

Nugent Square, a rehabilitation of existing 32 units serving very low-income families earning between 30%-50% AMI in East Palo Alto, CA.

Main Street Park II, a rehabilitation of existing 28 units serving very low-income families earning between 35%-45% AMI in Half Moon Bay, CA.

Moonridge I, a rehabilitation of 80 units of farmworker housing for families earning less than 40% AMI in

Half Moon Bay, CA.

Moonridge II, a rehabilitation of 80 units of farmworker housing for families earning less than 40% AMI in Half Moon Bay, CA.

The minor home repairs programs will rehab 124 existing units of housing, including 26 accessibility modifications for persons with disabilities, and other special needs populations. The minor home repair program funding will be administered by four nonprofit agencies throughout the County.

## **AP-60 Public Housing - 91.420, 91.220(h)**

### **Introduction**

The Housing Authority of the County of San Mateo no longer has any public housing.

### **Actions planned during the next year to address the needs to public housing**

N/A.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

N/A.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

N/A.

### **Discussion**

N/A.

## **AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)**

### **Introduction**

The San Mateo County Board of Supervisors is committed to preventing homelessness and ensuring anyone who is experiencing homelessness is supported with safe shelter and a pathway to housing. The Human Services Agency (HSA) is the County Department tasked with implementing this vision on behalf of the Board of Supervisors and the San Mateo County Continuum of Care Steering Committee (CoC), a diverse, cross-sectoral body that guides and shapes the countywide response to homelessness. HSA works in close collaboration with other County departments and community partners in these efforts.

In July 2022, HSA created a Strategic Plan which sets out the primary goals and strategies that will organize the community's response to homelessness over the three-year period from July 2022 to June 2025. The Plan also sets out measurable outcome goals that will be used to track progress in meeting the Plan's objectives.

#### **A. Vision**

The high-level goal of this Plan is that every person experiencing homelessness in San Mateo County can be sheltered in an emergency shelter or in permanent housing. This concept of functional zero homelessness incorporates the vision that homelessness will be a rare, brief, and one-time occurrence:

- **Rare:** Whenever possible, the system will prevent vulnerable individuals and families from falling into homelessness.
- **Brief:** The system will strive to ensure that any household experiencing a crisis of homelessness returns to housing within 30 days.
- **One-time:** Individuals and families that secure housing through the homeless crisis response system will not return to homelessness.

#### **B. Goals**

The centerpiece of this Plan is a set of six goals that articulate what HSA and the CoC seek to accomplish over the next three years, from July 2022 to June 2025.

**Goal 1.** Engage and support people who are unsheltered to transition to interim housing, permanent housing, or other places where they can access needed services and supports.

**Goal 2.** Permanently house people experiencing homelessness, by increasing the capacity of the homeless crisis response system to provide housing solutions.

**Goal 3.** Prevent people from experiencing homelessness through early intervention, stabilization

services, and financial assistance for households with housing instability.

Goal 4. Advance equity by identifying and addressing disparities in who experiences homelessness, who accesses the homeless crisis response system, their experiences with the system, and the outcomes of the system.

Goal 5. Listen and respond to the voices of people with lived experience of homelessness to enhance person-centered approaches in the homelessness response system.

Goal 6. Use data for continuous quality improvement and service coordination.

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

This year, the County aims to reach its goal of reducing and ending homelessness. Below are some of the actions that the County will undertake to help achieve this goal:

a. Continue existing street outreach programs and implement targeted expansions to further cover County geography, offer services after hours and on weekends, and deepen connections and collaborations with health and behavioral health services.

b. Refine and fine-tune connections between street outreach programs and Coordinated Entry access points to streamline access into services for people who are unsheltered.

c. Prioritize developing new housing units targeted to people who are experiencing homelessness and/or who are extremely low income.

d. Secure funding to acquire and rehabilitate motels for permanent supportive housing through future Project Homekey rounds.

e. Explore creation of new Local Operating Subsidy (LOSP) program to provide a local source of subsidy for deeply affordable units.

f. Maintain and expand permanent housing voucher programs for people experiencing homelessness, e.g., CoC-funded PSH, EHV, VASH, FUP, Mainstream Vouchers.

g. Refine strategies to prevent discharge from institutions to homelessness, including diversion services

for people exiting jails and hospitals.

h. Partner with school districts to identify families at risk of homelessness and ensure they are connected to available prevention services.

i. Maintain system capacity to provide emergency financial assistance to help households maintain their housing.

j. Create regular, ongoing processes for gathering input from people experiencing homelessness and involving them in decision-making on homeless crisis response system implementation (e.g., focus groups, surveys, a lived experience advisory group), including staff working within the system who have had experiences of homelessness.

k. Continue using HMIS/Clarity and other systems to gather and analyze data to understand what the homeless crisis response system is accomplishing, identify areas in need of continued improvement, and make decisions regarding funding of various program types.

l. Offer a range of shelter options and models, including both congregate and non-congregate settings.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The Strategic Plan identifies a crucial role for emergency shelter and transitional housing in the homeless crisis response system, providing people who are homeless with a safe interim place to stay while they secure a permanent housing solution. Emergency shelter and transitional housing are short-term interventions designed to act as a safety net for households who are unsheltered (living outdoors, in vehicles or other places not meant for human habitation), or who are in the midst of housing crisis and have no alternative housing options. The goal of shelter in San Mateo County is to move households towards permanent housing as quickly as possible. Individuals and families who enter emergency shelter receive some immediate short-term case management to address and resolve current crises, but the main focus is on developing a housing plan and addressing barriers that prevent households from re-entering housing.

San Mateo County, in collaboration and consultation with the CoC, will use PY22 Emergency Solutions Grant (ESG) funding to support the operation of one rapid re-housing program, the StarVista Daybreak shelter (homeless youth shelter and transitional housing), and all shelter facilities all operated by LifeMoves (Maple Street, for single adults; and four family shelters: First Step for Families, Haven Family House, Crossroads Family House, and Redwood Family House). In addition, the CoC and HSA have marshaled other resources (including CDBG, general funds, Measure K, etc.) to support a number of other organizations providing emergency shelter and transitional housing, including: Samaritan House (Safe Harbor single adult shelter); Home & Hope (rotating shelter program); and CORA (domestic

violence shelter).

Over the past several years, the County has significantly expanded shelter for adults, including the addition of new beds at the Maple Street and Safe Harbor shelters, planned expansion of the WeHOPE shelter, and new non-congregate shelters in Half Moon Bay and Redwood City in former motel structures. A new Navigation Center in Redwood City and an additional non-congregate shelter in the City of San Mateo are slated to be completed by the end of 2022.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The overarching goal of San Mateo County's Strategic Plan to End Homelessness is that every person experiencing homelessness in San Mateo County can be sheltered in an emergency shelter or in permanent housing. The key features of the Plan are designed to identify people experiencing homelessness and provide the assistance needed to help them move as quickly as possible to permanent housing and not return to homelessness. The plan also calls for identifying those at risk of becoming homeless, and providing assistance to them so they can retain their housing and not become homeless again.

One of the six goals of the County's Strategic Plan to End Homelessness is to permanently house people experiencing homelessness, by increasing the capacity of the homeless crisis response system to provide housing solutions. To end people's homelessness, each person who is unhoused will need to secure permanent and stable housing. The capacity of the homeless crisis response system in San Mateo County to provide housing solutions has been increasing year over year but is still not sufficiently scaled to meet the need. Over the next three years, HSA, in partnership with the Department of Housing, cities, and non-profit partners will continue prioritizing available resources to expand housing solutions for people experiencing homelessness, both through the development of new units and by identifying funding for more rental subsidies to support access to the existing rental inventory.

Below are some of the actions that the County will take to meet this goal:

- a. Maintain and expand permanent housing voucher programs for people experiencing homelessness, e.g., CoC-funded PSH, EHV, VASH, FUP, Mainstream Vouchers. Introduce more flexibility to transition people to different levels of support or phase out support as appropriate. Create voucher programs with simplified eligibility criteria and process (e.g., EHV).
- b. Analyze the need for Rapid Rehousing (RRH) slots and continue adding to the system inventory as



needed. Identify strategies to stabilize RRH households that need additional support (e.g., with longer subsidies, options to transfer to permanent supportive housing).

c. Evaluate CE policies and tools for matching people to permanent supportive housing and rapid rehousing to identify whether the matching process is functioning as intended and revise as needed.

d. Assess need for housing search services and scale up as needed to serve more households that need support with identifying units, completing housing applications and negotiating with property owners. Explore dedicated housing search services for special populations such as DV survivors and veterans.

e. Continue and enhance Housing First approaches in permanent housing programs – including low barriers to entry, voluntary service participation, housing-focused services and supports.

f. Identify innovation housing solutions for populations that have the greatest barriers to housing – people with complex health needs, older adults, people with criminal histories, and people who are undocumented.

g. Strengthen partnerships with programs providing employment and training services for experiencing homelessness who have significant employment barriers, such as NOVA/WIOA programs. Connect eligible households to income supports such as SSI.

h. Deepen connections between health services and homeless crisis response system to expand housing access and support housing retention.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

#### Homelessness Prevention Activities

San Mateo County established the Core Service Agencies for the purpose of meeting the basic needs of low-income community members for safety net services, including homelessness prevention. The Cores consists of eight agencies distributed throughout the County and located in communities with the largest levels of need. The Cores provide a range of services and direct financial assistance, including rental and utility assistance and rental deposits. The Cores offer homelessness prevention to eligible households using a number of different funding sources, including Community Services Block Grant (CSBG) funds as well as local resources. LifeMoves and Veterans Resource Center also operate specialized prevention programs for veterans funded by Supportive Services for Veteran's Families

(SSVF) grants.

### Preventing Institutional Discharge into Homelessness

The San Mateo County CoC is working actively to prevent homelessness among those being discharged from institutional settings. This includes work with the following publicly-funded systems:

- Child Welfare: HSA staff work with each emancipating youth to identify and secure stable housing.
- Health Care: Hospital discharge planners work to ensure that a suitable placement is located for all homeless people who are discharged from the hospital. The San Mateo County Medical Center (the County's public hospital) has purchased beds in emergency shelters and utilizes both private and publicly funded board and care homes and other facilities to ensure that appropriate placement alternatives are available for homeless people.
- Mental Health. The policy of San Mateo County Behavioral Health and Recovery Services (BHRS) is that case workers make every effort to ensure that no clients are discharged into homelessness or into McKinney-Vento funded beds. The Adult Resource Management Team within Mental Health Services (a division of BHRS) works intensively with each client to ensure that they have stable and secure permanent housing.
- Corrections: The San Mateo County Sheriff's Department aims to ensure that no people are discharged into homelessness. HSA's Service Connect program also provides supportive services, including emergency shelter, for people who have been paroled under AB 109.

### **Discussion**

While much has been accomplished, homelessness in San Mateo County remains a persistent problem. The Strategic Plan draws on best practices that point the way to reducing homelessness even given the challenges of the limited supply of housing and ensuring that available short- and long-term housing assistance is prioritized for people who are unsheltered or most vulnerable to becoming unsheltered. Expansion of the affordable housing supply remains a key priority for the community, but this work is now integrated with focused efforts to build a data-informed homeless crisis response system that provides a swift and appropriate housing solution for everyone experiencing homelessness in the community.

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

### **Introduction**

As discussed previously, the major barrier to affordable housing in San Mateo County is the fees associated with the development of affordable housing, prompted by limitations imposed by Prop 13.

### **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**

San Mateo County awards points in scoring development proposals for funding consideration for those projects where local jurisdictions provide relief from fees to affordable housing development. These may include waivers of impact fees and design review charges. At times, where such relief is not forthcoming, the County contributes funding to offset those fees and charges of part of the development costs of the project. While the County cannot change State taxation laws, it has been working with local jurisdictions toward an understanding of the need for more affordable housing in the county and the financial impact the local jurisdictions policies can have on the viability of new affordable housing projects.

### **Discussion**

All notices of funding availability for the County's Affordable Housing Fund, as well as federally funded CDBG and HOME notices, include a point system in the evaluation process. One factor included in the point system is consideration from local jurisdictions in the reduction of local fees and ordinances on the financial feasibility of the development project.

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

### **Introduction**

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

The County currently provides a variety of services to the residents of San Mateo County, some funded by CDBG and HOME allocations, with private, State, and County funding bringing additional assets to bear on these problems. Below are some of the actions currently performed by the County or under consideration for the future.

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

The County will continue to look for new funding sources for programs to address underserved needs. Funding is the major obstacle in providing the services needed to focus on the vast variety of issues that prevent families from breaking out of poverty and from living in the best, most affordable housing possible. Local funding through Measure K, the County's 1/2 cent sales tax, provides a flexible source of funding for such activities. The fund has contributed to local reading initiatives, home sharing programs, and the development of affordable housing units, along with many other initiatives to address local needs.

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

While no specific actions are presented to reduce lead-based paint hazards, partners to the County's CDBG funded rehab programs will continue to ensure that any lead-based paint hazards are identified and controlled.

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

The County will continue its efforts in conjunction with the Continuum of Care to reduce the number of poverty-level families through the development of services needed to assist those families with educational opportunities, job growth, and life skills training through the various social service agencies operating in the county.

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

To continue to build the local institutional structure, the County will:

- Work with non-profit organizations to address community needs and provide support to federal and non-federal funding initiatives.
- Work with private industry to address important issues that hamper housing and community

development efforts.

- Identify opportunities to create private/public partnerships for project finance and development to leverage federal funds.

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

The County will continue to coordinate planning activities with private housing and social service agencies, including participation in the Continuum of Care meetings, development of the Continuum of Care, and enumeration of point-in-time and homeless surveys. County staff will also continue its participation in other coalitions and study groups, such as the local 21 Elements group and Home for All, as the opportunity arises.

### **Discussion**

These actions are primarily the continuation of what the County is currently doing in the various areas. No major obstacles in the institutional structure have been identified that need to be addressed. The County is also satisfied with its efforts to coordinate with private housing and social service agencies but continues to work to strengthen those ties.

## Program Specific Requirements

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

#### Introduction

The County leverages its CDBG, HOME, and ESG funds with other resources to augment the impact on housing and community development issues. Applicants requesting funds to support its programs and projects are required to show that they are garnering other funds to meet their needs. Affordable housing developers must compete for other precious available funding and work proactively with affected stakeholders to develop innovative funding sources. All projects that receive HOME funding are required to provide match of 25% per HOME requirements and all programs that receive ESG funding are required to provide evidence of match in compliance with ESG match requirements. Affordable housing projects that receive HOME and CDBG funding from the County, typically also receive local funds, often exceeding the HOME and CDBG award amounts. Affordable housing projects also secure significant funding from alternative sources including local impact and/or commercial linkage fees, State funding from the Affordable Housing and Sustainable Communities (AHSC) program, and other new State funding for affordable housing, along with Affordable Housing Program (AHP) funds from the Federal Home Loan Bank.

#### 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
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
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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%

**HOME Investment Partnership Program (HOME)  
Reference 24 CFR 91.220(I)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

San Mateo County will invest all HOME funds in eligible activities as described in 24 CFR 92.205. Although the County does not anticipate investing HOME funds for any uses outside of those described as eligible in 24 CFR 92.205, if a situation arises, the County will seek approval from HUD and a substantial amendment. San Mateo County HOME funding invested in eligible rental housing development will be leveraged with multiple sources including other County funding, City funding, State funding, federal funding and the Low-Income Housing Tax Credit equity funding, to render the project financially feasible. The following comprise other potential funding sources that are expected to leverage HOME funds.

Housing Endowment and Regional Trust of San Mateo County (HEART), the county's housing trust fund; whose mission is to meet critical housing needs in San Mateo County by raising funds from both public and private sources. HEART provides financing in the construction, rehabilitation and purchase of homes affordable to middle- and low-income employees of local businesses, as well as to seniors and other fixed-income residents.

Tax-Exempt Financing. Many affordable developments also take advantage of tax-exempt bond financing provided through the CalHFA and through other municipal bond financing entities. These various entities can originate loans with attractive interest rates when compared with conventional financing. Use of tax-exempt dollars is governed by the California Debt Limit Allocation Committee (CDLAC), which also approves MCC allocations to local jurisdictions for first time homebuyers. Tax exempt loans can be combined with 4% tax credits (which are automatically approved if CDLAC approves the tax-exempt financing) for an added boost, but this financing structure tends to work more effectively for projects not in great need of deep subsidies.

Project-Based Vouchers. In San Mateo County, the Housing Authority has revived a program for using project-based vouchers. By providing a dependable revenue stream indexed to fair market rents, vouchers enable nonprofit developers to obtain a larger conventional loan for the permanent phase of the project. Because the Housing Authority has a limited number of vouchers and must

direct them toward multiple priorities, the project-based voucher initiative requires careful targeting to projects serving extremely low-income (ELI) households associated with supportive housing services.

Affordable Housing and Sustainable Communities (AHSC) Program. The State of California established the AHSC Program with an appropriation of \$130 million, and an additional \$320 million in 2016. It is anticipated that AHSC will be an ongoing funding source for projects.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

No HOME funds are anticipated for homeownership programs in the upcoming program year.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

No HOME funds are anticipated for homeownership programs in the upcoming program year.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

HOME Rehab Refinancing Guidelines. In accordance with County HOME policy, all HOME funds must be invested in housing that is nonprofit-owned or controlled. Should the property ownership be a for-profit entity formed to take advantage of tax credits, the nonprofit must have a controlling or managing interest.

HOME cannot be used to take out any CDBG loans or loans insured by any federal program.

HOME investment cannot be used directly to take out other pre-existing loans or financing under the same property ownership unless it is to preserve long-term affordability of existing units and/or to create additional affordable units. Regardless of the foregoing, rehab must constitute the primary activity for use of HOME funds. Refinancing with HOME proceeds must meet one of two tests: (a) HOME investment cannot exceed 85% of the rehab costs; or (b) HOME investment must involve a level of rehab costing at least \$20,000 per HOME-assisted unit. The County will review this number from time to time in order to keep pace with the impact of inflation on rehab costs.

Rehab will be to upgrade the units to meet life and safety code requirements and/or to extend the useful life of one or more of the systems of the building or property, including improving the



integrity of the structure.

In accordance with HOME requirements, the HOME affordability term will be not less than 15 years from date of completion of the rehab, evidenced by a notice of completion or other document acceptable to DOH.

As with County HOME funds in general, criteria for property location will be the same as the County HOME investment policy. HOME funds may be invested anywhere in the San Mateo County HOME Consortium PJ plus contiguous areas, so long as projects outside the County PJ meet HOME criteria, including that the project will also be funded by the applicable contiguous jurisdiction and will benefit residents from both jurisdictions.

As with other projects requesting HOME funds, DOH underwriting of the project to be refinanced with HOME funds will involve review of the ownership's property management practices and capacity to perform long-term management. A property management plan is requested for review. DOH underwriting will include a HOME subsidy layering analysis, including review of the project's sources and uses and operating budget proformas to ensure that HOME funds are not over-subsidizing the project. This review will further include evaluating the project's replacement reserves to ensure that it is adequate to address certain long term physical needs. On-site monitoring will be undertaken in compliance with HOME requirements and for projects of greater than 25 units, DOH will request annual project operating budgets.

### **Emergency Solutions Grant (ESG)**

1. Include written standards for providing ESG assistance (may include as attachment)

The Department of Housing works in close coordination with the San Mateo County Continuum of Care to identify the priority needs to meet the goals set forth in the Plan to End Homelessness. In addition to the ESG funding allocated to San Mateo County directly by the U.S. Department of Housing and Urban Development, San Mateo County receives federal ESG funding from the State of California through an allocation process administered by the State. These funds are also administered by HUD and are allocated through a separate RFP process to compliment the allocation of the County ESG entitlement funding. Written standards for the allocation of ESG funding are outlined in the County ESG NOFA, and are established in collaboration with the San Mateo County Continuum of Care.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

A Coordinated Entry System (CES) is a community-wide, standardized approach that governs access

into homeless services and housing. A CES can use a single entry point or multiple coordinated entry points, but in either case all people who contact the system in search of homelessness assistance receive a standardized screening and assessment. There is also a standardized and community-wide policy that determine how people are referred to housing programs, ensuring that people are matched to available interventions based on their level of need and priority for assistance. A high quality CES is an essential system element that ensures that people who are unsheltered and those with highest vulnerabilities have priority access to assistance. The San Mateo County Housing Authority is piloting the use of a standardized assessment tool (the VI-SPDAT) to coordinate entry into its newest PSH program. Results from this pilot will help inform the design of coordinated entry.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The CoC Lead Agency (San Mateo County H.S.A.) created a network of eight Core Service Agencies located throughout the county. The Cores all receive County General Funds to serve as the entry point into safety net services, emergency shelter and housing assistance for people who are homeless or at-risk of homelessness. All providers, including the County's "211" phone-in system, direct homeless people to the Cores for a standardized initial assessment to determine the type of assistance that will be offered. In 2022, the CoC will work to further standardize and strengthen the assessment and referral processes conducted at the Cores to ensure there is a fully coordinated system. This work will be coordinated with the San Mateo County Homeless Continuum of Care Steering Committee and the County's Community Action Agency, which oversees the use of CSBG funding, one of the community's main sources of funds for homelessness prevention activities.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The San Mateo County Board of Supervisors is the recipient of the ESG funds. It is not possible to require inclusion of a homeless or formerly homeless person on this elected body. However, the bylaws of the San Mateo County Continuum of Care Steering Committee require representation of a homeless or formerly homeless individual, and this slot is currently held by a formerly homeless person. In the coming year the CoC will develop a plan to further involve homeless people in policy-making relating to ESG and CoC funding. The County's Housing and Community Development Committee, an advisory body to the County Board of Supervisors on CDBG, HOME, and ESG funding allocations, includes a member from the CoC on its 15-member body.

5. Describe performance standards for evaluating ESG.

The County strives to meet all program specific requirements as detailed in the enabling legislation and program guidelines. County staff work with sub-grantees to ensure that these requirements are met and oversees internal operations towards the same goal.

