



Office of the City Manager

PUBLIC HEARING

April 27, 2021

To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: Lisa Warhuus, Director, Health, Housing and Community Services

Subject: Submission of the PY 2021 (FY 2022) Annual Action Plan Containing Allocations of Federal Funds

RECOMMENDATION

Conduct a public hearing on the federal Program Year (PY) 2021¹ Annual Action Plan (AAP) for federal Housing and Urban Development Department (HUD) funds, including the allocation of federal funding for community agencies, and upon conclusion, adopt a Resolution:

1. Approving proposed funding allocations under the FY 2022 Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships Program (HOME); and
2. Authorizing the execution of resultant agreements and amendments with community agencies for the above-mentioned funds; and
3. Allocate 10% for HOME program administration, up to 5% to support Community Housing Development Organization (CHDO) operations, and the remaining (approximately 85%) of the PY 2021 HOME funds to the Housing Trust Fund; and
4. Allocate 20% of the PY 2021 CDBG funds to Planning and Administration, up to 17.83% for public services, and the remaining to be distributed to Housing Services and Community Facility Improvements as outlined in Exhibit A with the Public Facility Improvements being a flexible line item should the HUD allocation and/or program income and earlier unused funds, be more or less than estimated; and
5. Allocate the allowable 7.5% of the PY 2021 ESG to Administration, \$6,676 to the HMIS system, up to the allowable 60% to emergency shelter/street outreach, and the remaining amount to Rapid Rehousing as outlined in Exhibit A, and
6. Finalize the PY 2021 Annual Action Plan, including planned expenditures, adding required HUD application forms and certifications, and including other HUD-

¹ PY 2021 funding which is made available to the City of Berkeley in July 2021 coincides with the City's Fiscal Year 2022.

required information, submit it to the U.S. Department of Housing and Urban Development (HUD), and execute all documents necessary to receive the City's entitlement grants under the CDBG, ESG and HOME Programs.

SUMMARY

This report includes funding recommendations for \$2,687,305 in CDBG funds, \$233,523 in ESG funds, and \$754,813 in HOME funds, as detailed in Attachment 1, Exhibit A. The recommendations include \$1,476,057 in CDBG funding for housing services activities and \$453,921 in CDBG funding for public services. Funding allocations for housing services and public services funding under the CDBG program will continue into FY 2021-2023 at FY 2020 levels. The recommendations also include: \$1,266,478 (estimate) in CDBG funding for the community facility program which is currently operating on a rolling application basis as funds are available, and \$667,332 in HOME funding for the Housing Trust Fund.

This report includes authorization for the required submission of the Annual Action Plan (Attachment 2), which details the City's plans for implementing the CDBG, HOME and ESG programs in FY 2022.

FISCAL IMPACTS OF RECOMMENDATION

Federal funding allocations have been finalized, and all of the award amounts in this report are actuals. However, both CDBG and HOME funds receive periodic program income through the end of the fiscal year. Program income and/or any other unused funds will be allocated to the Community Facility program for CDBG, and the Housing Trust Fund program for HOME.

FY 2021 program income from CDBG-funded activities that the City has and anticipates receiving, such as loan repayments, will be applied to FY 2022 available funds and is estimated to be \$629,755. Staff also anticipate having \$503,823 (estimated) in unexpended funds from prior years available for allocation, which will give the City a total of \$3,820,883 (estimated) in CDBG funds to allocate for FY 2022. Unexpended prior year funds cannot be used for public services or administration, which are both capped funding categories. These additional funds can be used, however, on housing services, community facility projects and the Housing Trust Fund. If the CDBG funds received from HUD adjustments, program income or earlier unused fund by the City are more or less than the estimated \$3,820,883, the difference will either be added to or subtracted from the amount allocated to the Community Facility Program.

The City will receive \$754,813 in HOME funds, plus an estimated \$20,000 in HOME program income, for a total of \$774,813 in HOME funds available for allocation for FY 2022. Should the HOME allocation differ from the current award, staff recommend that the City continue to utilize up to the maximum possible for administration (10%) and Community Housing Development Organization (CHDO) operations (5%) and place the remainder into the Housing Trust Fund.

The City's ESG entitlement for FY 2022 is \$233,523. If HUD adjusts the actual ESG funding, it is recommended that the City continue to utilize the maximum possible for administration (7.5% of the grant), allocate \$6,676 to Homeless Management Information System (HMIS) support, up to 60% be used for emergency shelter/street outreach, and that the remainder will be used for rapid rehousing. Should the amount either increase or decrease the same funding proportions will be applied.

CURRENT SITUATION AND ITS EFFECTS

The City is required to submit an Annual Action Plan to HUD by May 15 in order to receive its annual allocation of CDBG, ESG and HOME funds. Council has typically allocated the majority of CDBG and ESG funds to community agencies for housing or other public services and for community facility improvements. The majority of the HOME allocation is usually placed into the City's Housing Trust Fund, consistent with its narrow range of allowable uses. City Council is asked to approve the Annual Action Plan, including allocations of CDBG, ESG, and HOME funds, which must be submitted to HUD by May 15, 2021.

Accepting HUD funds and executing subsequent activities as defined in the Annual Action Plan advance our Strategic Plan Priority goal to create affordable housing and housing support service for our most vulnerable community members.

BACKGROUND

HUD regulations governing CDBG, ESG and HOME funds require that the City of Berkeley submit an Annual Action Plan (AAP). HUD provides a template for the AAP which dictates much of the form and content of the document. The PY 2021 Annual Action Plan, covering the period July 1, 2021 through June 30, 2022, describes the City's strategy for achieving the goal of developing and maintaining a viable urban community through the provision of decent housing and a suitable living environment, while expanding economic, health and educational opportunities principally for households with incomes at or below 80% of Area Median Income (see Attachment 2).

The PY 2021 AAP is based on goals contained in the City's Five Year Consolidated Plan² (2020 – 2024), which examines housing needs and establishes funding priorities in the areas of affordable housing and services for a wide range of low-income populations. HUD requires the involvement of the public in the creation of each Annual Action Plan. Berkeley's public participation process began on March 4, 2021 with a public meeting of the Housing Advisory (HAC) and will culminate in the April 27, 2021 public hearing. The HAC's mission includes advising City Council on allocations of CDBG and ESG funding.

² The Consolidated Plan can be found at <http://www.ci.berkeley.ca.us/ContentDisplay.aspx?id=12160>

The HAC, at its March 4, 2021 meeting, voted unanimously to recommend the draft PY 2021 Annual Action Plan to Council for approval (M/S/C: Fain/Lee-Egan. Vote - Ayes: Fain, Johnson, Lee-Egan, Mendonca, Rodriguez, Sanidad, Sargent, and Simon-Weisberg. Noes: None. Abstain: None. Absent: None.).

ENVIRONMENTAL SUSTAINABILITY

Upon release of the RFP for CDBG, ESG, and HOME funding in FY 2019, applicants were encouraged to propose projects that meet various City-wide goals, such as the Climate Action Plan. Projects funded with CDBG, ESG, and HOME are required to follow state and local regulations, including those related to green building and energy. CDBG funding for community facility projects places a priority on projects that promote energy efficiency and improve accessibility. Single family rehabilitation, including energy efficiency, was a funding priority in the FY 2019 RFP. With these recommendations (Attachment 1) the City will continue funding both City-administered and community agency-administrated programs. Each program funded by HUD funds also undergoes an Environmental Review to understand and mitigate possible environmental impacts.

RATIONALE FOR RECOMMENDATION

Submission of the PY 2021 Annual Action Plan is required to continue to receive CDBG, ESG, and HOME funds. The allocations recommended in this report and shown in Attachment 1, Exhibit A, are in keeping with the goals outlined in the City's five-year Consolidated Plan, which Council approved in April 2020. In addition, since the City shifted to a four-year allocation process for community agency funding, the proposed allocations continue to fund these agencies and staff programs at the same levels for Fiscal Years 2020 through 2023.

ALTERNATIVE ACTIONS CONSIDERED

The PY 2021 Annual Action Plan includes opportunities for public and Housing Advisory Commission input and comments. Comments are considered throughout the processes and are reflected in the report. No other alternative actions are currently being considered.

Failure to approve the PY 2021 Annual Action Plan for submission to HUD by May 15, 2021 could result in delays or loss of this funding.

CONTACT PERSON

Rhianna Babka, Community Services Specialist III, HHCS, (510) 981-5410

Attachments:

1: Resolution

Exhibit A: CDBG/ESG/HOME Allocations Spreadsheet

2: City of Berkeley PY 2021 Final DRAFT Annual Action Plan

3: Public Hearing Notice

RESOLUTION NO. ##,###-N.S.

SUBMISSION OF THE PY 2021 ANNUAL ACTION PLAN, INCLUDING ALLOCATIONS OF FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), EMERGENCY SOLUTIONS GRANT (ESG), AND HOME INVESTMENT PARTNERSHIP GRANT (HOME) FUNDS

WHEREAS, the submission of the PY 2021 Annual Action Plan is a requirement the City must meet in order to receive its allocation of CDBG, ESG and HOME funds, available for the period July 1, 2021 through June 30, 2022 from the federal Department of Housing and Urban Development; and

WHEREAS, on March 4, 2021 the Housing Advisory Commission (HAC) made funding recommendations that City council adopt the PY 2021 Annual Action Plan including the Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Programs; and

WHEREAS, on April 27, 2021, the City Manager made funding recommendations to City Council on the Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Programs as contained in Exhibit A attached to this resolution; and

WHEREAS, the City will continue to use the maximum allowable under all three HUD programs for administration, as well as adhere to other program expenditure caps by category in accordance with HUD regulations; and

WHEREAS, the City has established the following budget codes in FUNDS: CDBG 370-various, ESG: 045-7902-331-1001, HOME: 040-various and General Fund: 010-various and the equivalent budget codes in ERMA: CDBG 128-various, ESG: 311-various, HOME: 310-various and General Fund: 011-various; and

WHEREAS, the City confirms that HUD allocations proposed in this plan supplement and do not supplant any general or other local funds that have already been appropriated or allocated for the same purpose.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that that the City Manager is authorized to:

1. Execute any resultant agreements and amendments for agencies receiving funding under the CDBG, ESG, or HOME Program in accordance with the proposal approved hereunder. If the federal government does not allocate sufficient funds to cover the allocations attached to this resolution in this year or subsequent years, the City may either terminate the resultant agreements with agencies without any liability occurring to the City. A record copy of said contracts and any amendments are on file in the Office of the City Clerk; and

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2. Allocate 20% of the PY 2021 CDBG funds to the Planning and Administration, up to 17.83% for public services, and the remaining to be distributed to Housing Services and Community Facility Improvements as outlined in Exhibit A with the Public Facility Improvements being a flexible line item should the HUD allocation and/or program income and earlier unused funds, be more or less than estimated; and
3. Allocate 10% for HOME program administration, up to 5% to support CHDO operations, and the remaining (approximately 85%) of the PY 2021 HOME funds to the Housing Trust Fund; and
4. Allocate the allowable 7.5% of the PY 2021 ESG to Administration, \$6,676 to the HMIS system, up to the allowable 60% to emergency shelter/street outreach, and the remaining amount to Rapid Rehousing as outlined in Exhibit A, and
5. Finalize the PY 2021 Annual Action Plan, including planned expenditures, adding required HUD application forms and certifications, and including other HUD-required information, submit it to the U.S. Department of Housing and Urban Development (HUD), and execute all documents necessary to receive the City's entitlement grants under the CDBG, ESG and HOME Programs.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute or amend contracts with agencies receiving funding under the CDBG, ESG or HOME Program in accordance with the proposals approved hereunder. A record copy of said contracts and any amendments are on file in the Office of the City Clerk.

BE IT FURTHER RESOLVED that the City Manager is authorized to use the following invoicing/reporting system in contract administration, but maintains the discretion of requiring more frequent invoices and reports from new grantees or in contracts deemed to require closer scrutiny, and also maintains the discretion to terminate contracts based on a factors outlined in the contract boilerplate, including, but not limited to, the contractor's failure to fulfill obligations:

Fiscal Reports:

- All agencies, regardless of funding level, are required to submit quarterly statements of expense and quarterly requests for advance payment. The final statement of expense for each fiscal year must be accompanied by a copy of the agency's General Ledger and a Statement of Revenues and Expenditures for each program.

Program Reports:

- Agencies funded with non-federal funding: End-of-year narrative summary of accomplishments for the following types of programs, due by July 31: 1) Drop-In and Respite Services only with no intensive case management attached, 2) Meal Programs, and 3) Recreation Services.

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- All other agencies with non-federal funding: Two program reports, due by January 31 and July 31;
- Agencies with federal funding (any amount): Four program reports due by October 31, January 31, April 30, and July 31.

BE IT FURTHER RESOLVED that the City Manager is authorized to refuse to execute a contract with any agency that has not provided required contract exhibits and documentation within 90 days of award of funding.

BE IT FURTHER RESOLVED that the City Manager is authorized to recapture any unspent CDBG funds awarded to an agency for a community facility improvement contract, if the funds are not spent by June 30, 2022.

Exhibit

A: CDBG, ESG and HOME Proposed PY 2021 (FY 2022) Proposed Allocations

PY21 (FY22) CDBG, HOME, ESG Allocations

Community Development Block Grant (CDBG) Allocations

REVENUES	HUD Adjusted	
	Award FY21	Award FY22
CDBG Award	2,737,801	\$ 2,687,305
Program Income	255,925	\$ 629,755
Earlier Unused Funds	222,352	\$ 503,823
SUBTOTAL CDBG	3,216,079	\$ 3,820,883
GF Funding Available	232,229	\$ 232,229

EXPENDITURES - By Category	Amended	Proposed
	Allocation FY21	Allocations FY22
I. Housing Services	\$ 2,011,690	\$ 1,476,057
II. Public Services (17.83%)	\$ 453,921	\$ 453,921
III. Public Facility Improvements	\$ 152,908	\$ 1,266,478
IV. Planning & Administration (20%)	\$ 597,560	\$ 624,427
Total CDBG Funds Allocated/Requested	\$ 3,216,079	\$ 3,820,883

CDBG Project Details

I. CDBG - HOUSING SERVICES PROJECTS		Amended	Proposed
CDBG		Allocation FY21	Allocations FY22
1	Center for Independent Living: Residential Access Project for Disabled	\$ 159,660	\$ 159,660
2	Habitat for Humanity East Bay - Housing Rehabilitation Grant Program	\$ 250,000	\$ 250,000
3	COB HHCSD: Loan Services	\$ 70,008	\$ 70,008
4	COB HHCSD: Senior and Disabled Rehab Program	\$ 358,048	\$ 358,048
	Rehab Loans	\$ 150,000	\$ 150,000
5	COB HHCSD: Affordable Housing Development and Rehab	\$ 488,341	\$ 488,341
6	Multi-Family Housing Rehab	\$ 535,633	\$ -
SUBTOTAL Housing Projects -- CDBG		\$ 2,011,690	\$ 1,476,057

General Fund

7	Bay Area Community Land Trust (GF)	\$ 5,200	\$ 5,200
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II. PUBLIC SERVICES PROJECTS		Amended	Proposed
CDBG		Allocation FY21	Allocations FY22
8	Homeless Services (Berkeley Food & Housing Project)*	\$ 170,502	\$ 170,502
9	Homeless Services (Bay Area Community Services)*	\$ 248,419	\$ 248,419
10	EDEN Housing: Fair Housing Services	\$ 35,000	\$ 35,000
Total CDBG Public Services		\$ 453,921	\$ 453,921
CDBG Public Services Cap		N/A	\$ 591,432

* These projects are for CDBG budgeting, but are reviewed by other Commissions whose funding recommendation is reflected here.

General Fund

11	The Bread Project: Culinary Job Readiness Training	\$	57,850	\$	57,850
12	Inter-City Services: Employment, Education and Training	\$	101,351	\$	101,351
13	Rising Sun Energy Center: Green Energy Training Services	\$	67,828	\$	67,828
Subtotal GF Public Services:		\$	227,029	\$	227,029

III. CDBG - PUBLIC/COMMUNITY FACILITIES IMPROVEMENTS: Allocations or recommended funding is one-time only.

			Amended Allocation FY21		Proposed Allocations FY22
14	Public Facilities FY2020	\$	-	\$	1,113,570
15	COB HHCSO: Public Facilities Improvements	\$	152,908	\$	152,908
Subtotal Public Facilities Improvements:		\$	152,908	\$	1,266,478

IV. CDBG - PLANNING AND ADMINISTRATION**

			Amended Allocation FY21		Proposed Allocations FY22
16	COB HHCSO: CDBG Planning & Administration	\$	597,560	\$	624,427
CDBG Planning & Administration TOTAL		\$	597,560	\$	624,427

***Set-aside. Planning and Administration is a capped category of CDBG funding. The City of Berkeley City Manager and Housing & Community Services Departments will utilize the maximum amount of funding available under this category.*

HOME Investment Partnership Program (HOME) Allocations

REVENUES	HUD Adjusted	
	Award FY21	Awarded FY22
HOME Award	\$ 778,203	\$ 754,813
Program Income (projected)	\$ 20,000	\$ 20,000
SUBTOTAL HOME Funds Available	\$ 798,203	\$ 774,813

EXPENDITURES	Amended and	
	Adjusted Allocation FY21	Proposed Allocations FY22
Administration (10%)	\$ 199,551	\$ 77,481
CHDO Operating Funds (5%)	\$ 70,000	\$ 30,000
Available for HTF Projects	\$ 528,652	\$ 667,332
Total	\$ 798,203	\$ 774,813

Emergency Solutions Grant (ESG) Allocations

REVENUES	Awarded FY21	
	Awarded FY21	Awarded FY22
ESG Award	\$ 234,354	\$ 233,523

EXPENDITURES	Proposed	
	Allocated FY21	Allocations FY22
Rapid Rehousing	\$ 69,489	\$ 69,219
Emergency Shelter and Street Outreach (60%)	\$ 140,612	\$ 140,114
Homeless Management Information System	\$ 6,676	\$ 6,676
Administration (7.5%)	\$ 17,577	\$ 17,514
Total	\$ 234,354	\$ 233,523

CITY OF BERKELEY
ANNUAL ACTION PLAN
FOR HOUSING AND COMMUNITY DEVELOPMENT

JULY 1, 2021 – JUNE 30, 2022 (PY 2021)

**For the U.S. Department of Housing and Urban
Development**

**San Francisco Field Office of Community Planning
and Development**

May, 2021

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Attachment 1: City of Berkeley CDBG, ESG, and HOME Projects

Attachment 2: Systemwide Performance Targets for Rapid Re-Housing Services

Attachment 3: ESG-CV Rapid Re-Housing Standards

Attachment 4: Public Notice and Community Participation Summary – To be finalized

Executive Summary

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

1. Introduction

This Annual Action Plan is the 2nd Annual Action Plan for the current Consolidated Planning period.

2. Summarize the objectives and outcomes identified in the Plan

The City of Berkeley (COB) has ambitious objectives for spending its federal entitlement grant funding. Berkeley allocates these and other state and local funds to maximize assistance for its low and moderate-income households through:

- Housing acquisition, rehabilitation, repair, and accessibility improvements,
- Assisting homeless adults and families including those with disabilities and other special needs, through emergency shelter, transitional housing, and service-enriched affordable, supportive housing; and
- Funding public facilities improvements to protect and sustain the infrastructure critical to community services and economic vitality in Berkeley.

The COB has long placed a high priority on affordable housing and community services because they reflect important community values. The City now invests more General Fund dollars into related programs than it receives in federal funding for these activities. The City is committed to maintaining high-quality programs for those in need but faces challenges due to uncertainty in future federal funds available. At the same time, ESG, HOME, Consolidated Plan, and Annual Action Plan requirements have substantially increased. Uncertain funding and increased administrative burden will impact the City's ability to address all of the many needs identified.

Approved Allocations. As summarized in **AP-38** and detailed in **Attachment 1**, the COB plans to allocate \$2,687,305 (HUD award) in Community Development Block Grant (CDBG) funds together with \$503,823 (estimated) in prior years' carryover and \$629,755 (estimated) in CDBG program income to fund:

- \$1,476,057 in housing projects and programs;
- \$453,921 in public services;
- \$1,266,478 for community and public facilities activities; and
- \$624,427 to administer all facets of the City's CDBG program.

The COB will utilize its PY21 ESG allocation of \$233,523 (HUD award) to serve literally homeless people through the City's Pathways STAIR Program (\$209,333), support the County-wide Homeless

Management Information System, (\$6,676), and support its program planning and administration activities at 7.5% (\$17,514).

The COB will utilize its PY21 HOME allocation of \$754,813 (HUD award) and \$20,000 (projected) in program income for program administration at 10% (\$77,481 including projected program income), Community Housing Development Organization (CHDO) operations (\$30,000) and will allocate the remaining balance to its Housing Trust Fund (\$667,332).

3. Evaluation of past performance

The City reviews and evaluates its performance through its annual submission of the Consolidated Annual Performance and Evaluation Report. The City tracks single family and multi-family housing rehabilitation efforts and housing development efforts.

The City's Single Family Rehabilitation (SFR) program comprised of 1) the City's Senior and/or Disabled Rehab Home Loan Program (SDRLP), 2) the Center for Independent Living, and 3) Habitat for Humanity Silicon Valley is evaluated on an ongoing basis to ensure that the most significant health and safety improvements are prioritized and that sufficient outreach is occurring to increase the number of unduplicated households served overtime.

In PY17, the City restructured its community facility RFP process to be more responsive to emergent agency needs. The City shifted its RFP process to a rolling application period with a minimum grant amount of \$100,000. The program continues to focus on CDBG priorities for substantial rehabilitation for health and safety, ADA, and/or energy efficiency improvements. CDBG funds were allocated for renovations to the City's Adult Mental Health Clinic in PY2017 and PY2018. In PY19 the City released the RFP/NOFA for PY19 funds and held a workshop with over 20 participants. However no complete applications were received during the year, and it is suspected that the coronavirus pandemic impacted potential applicant's priorities and capacity. Through a substantial amendment the City repurposed PY19 and PY20 facility funds to an emergent housing rehabilitation program. PY21 facility funds will once again be available for nonprofit and government applicants.

Outcomes for all public services community agency programs funded with federal funds are tracked, and prior outcomes are used to inform funding decisions. The City also uses countywide Homeless Count and program outcome data to inform its goals on homelessness.

4. Summary of Citizen Participation Process and consultation process

The City typically completes a fall public hearing with one or more commissions to obtain input on general community needs. However, due to the COVID-19 pandemic, commissions' work was on hold, and the City satisfied the Citizen Participation Plan public hearing requirement by conducting two public hearings (September 2020 & February 2021) in response to CARES Act funding.

The draft Annual Action was posted on the City's website, and a copy was presented to the Housing Advisory Commission (HAC) March 4, 2021 meeting. At its March meeting, the HAC approved the PY21 Draft Annual Action Plan. A Public Hearing on the PY21 Draft Annual Action Plan was held on April 27, 2021 before the Berkeley City Council. Outreach was accomplished via hard copy and electronic flyer mailings to interested parties, including Alameda County-wide Homeless Continuum of Care, community agencies serving low-income people, and public buildings such as recreation centers, senior centers, libraries and other government buildings.

5. Summary of public comments

There was one public comment and a discussion among commissioners at Housing Advisory Commission meetings on March 4, 2021. Comments included expanding outreach to publish information in more widely read media outlets, adding detail about non-HUD funded program that the City has/is working on to the draft plan, exploring opportunities to enhance Berkeley's fair housing work by bringing the work in-house, and a comment about the commission aligning their work with other commissions to advance source of income discrimination concerns with City leadership.

Public comment at the April 27, 2021 City Council Public Hearing included testimony from **TBD** individuals concerned about **TBD**. Council discussion included **TBD**.

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

All comments were accepted.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	BERKELEY	Health, Housing & Community Services Department
HOME Administrator	BERKELEY	Health, Housing & Community Services Department
ESG Administrator	BERKELEY	Health, Housing & Community Services Department

Table 1 – Responsible Agencies

Narrative (optional)

The City of Berkeley’s Health, Housing & Community Services Department (HHCS) is the lead agency for overseeing the development of the plan. The Department coordinates the City’s funding allocation and monitoring for community based organizations, administration of the Housing Trust Fund, and operation of other housing and community services programs such as the Shelter Plus Care program, and Senior and Disabled Home Rehabilitation Loan Program. The Department also includes the Mental Health, Public Health, and Aging Services divisions, which provide direct services to the community, and it includes the Environmental Health division.

Consolidated Plan Public Contact Information

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AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

During the next year, the City of Berkeley will continue to coordinate the housing and community services activities within the department through regular senior staff meetings, such as regular Homeless Team meetings, coronavirus response for vulnerable and low-income populations meetings, and will continue to coordinate with other City Departments on specific topics. It will also consult with EveryOne Home, the countywide coordinating body and plan to end homelessness, and its partners at Alameda County Behavioral Health Care Services and Social Services Agency as well as community stakeholders in Berkeley.

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

City staff continue to participate in the implementation of EveryOne Home. EveryOne Home spearheads Alameda County’s Homeless Continuum of Care. Staff will continue to participate in the initiative’s various committees and/or Leadership Board, which includes most public funders of housing and homeless services in the county, as well as leadership from key community based organizations, including those which develop affordable housing. Leadership Board membership helps coordinate efforts across the county. In PY21, City will continue to work with EveryOne Home, Alameda County Behavioral Health Care Services, Social Service Agency and the County’s new Office of Homeless Care and Coordination to continue to implement the Countywide Coordinated Entry System (CES) for homeless services and will participate in EveryOne Home’s ongoing implementation of multiple CES sites throughout the county. Other recent countywide collaboration efforts include completion of the Centering Racial Equity in Homeless System Design Report, CES redesign efforts, Alameda County’s 2019 Point in Time Homeless Count and report and the ongoing implementation of the Home Stretch registry, an initiative targeting people who are chronically homeless and highly vulnerable.

City homeless services and mental health staff will continue to participate in monthly meetings with the Berkeley Housing Authority and homeless service partners to coordinate mainstream voucher housing opportunities.

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

In PY21, the City will continue to work with EveryOne Home, Alameda County Behavioral Health Care Services, Social Service Agency and the County’s new Office of Homeless Care and Coordination to

implement the newly redesigned North County Coordinated Entry System (CES), which includes the Berkeley, Emeryville and Albany, for homeless services and will participate in EveryOne Home’s ongoing implementation of the Coordinated Entry System throughout the county. These efforts have led to the redesign of the standardized screening, intake and assessments protocols across the Continuum of Care to streamline the assessment process and better match people who are homeless with the best fit available housing solution.

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

Consultation with EveryOne Home, the Alameda-Countywide Continuum of Care, City of Berkeley, the City of Oakland, and the Alameda County Housing and Community Services Department was initiated in 2012. The discussion focused on how to implement the new ESG requirements in a way that would be consistent countywide and would continue the collaboration launched in 2009 with American Recovery and Reinvestment Act (ARRA) Homelessness Prevention and Rapid Re-housing (HPRP) funds. The group held several meetings in PY12, resulting in the development of a policies and procedures manual that was used to implement the Priority Home Partnership Program. The most recent version, which includes policies and procedures for shelter and outreach activities was attached to the 2020 Consolidated Plan. Additionally, the Alameda-Countywide Continuum of Care, City of Berkeley, the City of Oakland, and the Alameda County Housing and Community Services Department will be implementing new ESG-CV Standards and Expectations (attached).

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities

1	Agency/Group/Organization	EveryOne Home
	Agency/Group/Organization Type	Services - Housing Services - Children Services - Persons with Disabilities Services - Homeless Services - Employment
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans 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 City of Berkeley adopted EveryOne Home's plan to end homelessness in 2006 and the City continues to participate in the implementation of the plan. See above coordination with EveryOne Home, Alameda County Behavioral Health Care Services and SSA.
2	Agency/Group/Organization	ALAMEDA COUNTY HOUSING & COMMUNITY DEVELOPMENT and ALAMEDA COUNTY OFFICE OF HOMELESS CARE AND COORDINATION
	Agency/Group/Organization Type	Services - Housing Services - Children Services - Persons with Disabilities Services - Employment
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	See above coordination with Alameda County.

Table 2 – Agencies, groups, organizations who participated

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

Not applicable.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	EveryOne Home	In 2019, the City of Berkeley adopted EveryOne Home's plan to end homelessness: 2018 Strategic Update and the City continues to participate in the implementation of the plan.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

Not applicable.

AP-12 Participation – 91.105, 91.200(c)

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

The City's Housing Advisory Commission (HAC) reviewed the draft plan during a public meeting on March 4, 2021 that was advertised on the City's website and calendar.

The City published a public hearing notice on March 26, 2021 in the Berkeley Voice in accordance with its citizen participation plan for a April 27, 2021 Public Hearing at the Berkeley City Council meeting. It also sent the notification to residents of public and assisted housing, users of community and senior centers, libraries, and residents being served by over 50 community based agencies funded by the City of Berkeley.

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	Public Meeting	Housing Advisory Commission (HAC) representatives	March 4, 2021 members of the HAC discussed the Draft Annual Action Plan, and one member of the public made public comment. 22 persons, including commissioners, were present.	HAC members reviewed and discussed the AAP at its March 4, 2021 meeting. Comments and questions pertaining to the AAP focused on expanding outreach to more widely read outlets, adding detail about non-HUD funded program that the City has/is working on to the draft plan, exploring opportunities to enhance Berkeley's fair housing work by bringing the work in-house, and a comment about commission aligning their work with other commissions to advance source of income discrimination concerns with City leadership.	All comments were accepted.	https://www.cityofberkeley.info/Housing_Advisory_Commission/

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	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish and Mandarin</p> <p>Persons with disabilities</p> <p>Residents of Public and Assisted Housing</p> <p>Low income Berkeley Residents</p>	<p>This Public Hearing was held at the April 27, 2021, City of Berkeley Council Meeting.</p>	<p>Public comment included testimony from TBD individuals concerned about TBD. Council comments and discussion included TBD.</p>	N/A.	<p>https://www.cityofberkeley.info/Clerk/City Council_Agenda Index.aspx</p>

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City will receive \$3,675,641 (awarded) in federal Housing and Urban Development Department (HUD) funds comprised of \$2,687,305 in CDBG, \$754,813 in HOME and \$233,523 in ESG funds. Additionally, the City will add \$629,755 (estimated) in CDBG Program Income and \$503,823 (estimated) in unused CDBG carry over and \$20,000 (projected) in HOME Program Income to these amounts.

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	\$ 2,687,305	\$629,755 (estimated)	\$503,823 (estimate)	\$3,820,883 (estimated)	\$11,462,649 (estimated)	CDBG funds are allocated to public services, housing services and rehabilitation, and public facility improvements. The City of Berkeley does not currently use CDBG funds for economic development.

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	\$754,813	\$20,000 (projected)	\$0	\$774,813	\$2,324,439	The City allocates 10% of the HOME allocation to administration, up to 5% for CHDO operating costs, and the remaining (or approximately 85%) to the City Housing Trust Fund.

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: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	\$233,523	0	0	\$233,523	\$700,569	The City of Berkeley uses ESG funds for Rapid Rehousing, Shelter and Outreach for literally homeless individuals and families. A small portion of the ESG funds are used to support the County-wide HMIS system. The City allocates 7.5% of the allocation to Planning and Admin.

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

Many of the housing and community services programs described in the Consolidated Plan will continue to be delivered by nonprofit community based organizations. The City contracts with a wide range of housing and service providers using CDBG, HOME, ESG, Community Services Block Grant (CSBG), General Fund, and other sources of funding. These organizations leverage significant financial and in-kind support from individual community members, foundations, and private organizations that help meet the needs identified in this plan.

In addition to leveraging at the individual agency level, the City has historically matched the investment of CDBG, HOME, and ESG dollars with the investment of General Fund. In PY20 over three quarters of the funding for community agency programs came from General Fund. The City meets the HOME 25 percent match requirement. The City meets the dollar for dollar match requirements for the ESG program by allocating General Funds to various homeless services providers. Shelter programs alone receive over \$254,726 in City General Funds each year.

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

The City has long-term leases of City-owned property with non-profit organizations that address the needs identified. Programs operating in leased City-owned properties include:

- Dorothy Day House –Year-round and Emergency Winter Shelters and Community Resource Center
- BOSS’ Harrison House Shelter for Homeless men, women and families;
- BOSS’ Sankofa House – emergency shelter for homeless families;
- Women’s Daytime Drop-In Center’s Bridget House – transitional housing for homeless families; and
- Bay Area Community Services Pathways STAIR Center.
- Options Recovery Services – substance use treatment services.

The City also has long-term leases for affordable permanent housing at:

- Ocean View Gardens;
- UA Cooperative Housing; and
- William Byron Rumford Senior Plaza.

The City has committed more than \$27 million in local funding for the development of the City-owned Berkeley Way parking lot to address the needs identified in the plan. On September 9, 2014, after a Request for Qualifications process, the City Council approved the selection of a development team consisting of Bridge Housing, the Berkeley Food and Housing Project, and Leddy Maytum Stacy Architects (LMSA) as the preferred development team for the site. Since then the City has been working closely with the project team on a three-part project including homeless services and meal space, emergency shelter, permanent supportive housing, and affordable apartments. The project sponsors have secured all required funding and construction began in fall 2020. Construction is scheduled for completion in May 2022, and lease up is scheduled for May through September 2022. Berkeley Way will consist of 89 affordable housing for households at 50-60% AMI, 53 units of Permanent Supportive

Housing, 32-bed dormitory style shelter beds and 12 transitional housing beds for veterans.

The City is currently exploring the possible use of the City-owned Ashby BART station area air rights as well as the West Berkeley Services Center as possible future housing sites. In Fall 2020, the City engaged in discussions with BART to plan for future development of affordable housing on two BART sites in Berkeley, including the Ashby BART station and North Berkeley BART station. In Spring 2021, discussions between the City and BART will continue around developing a pathway for investing local subsidy in future housing developments that achieve at a minimum 35% affordable housing at both BART sites.

Discussion

Not applicable.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase affordable Housing Supply and Quality	2020	2024	Affordable Housing	BERKELEY	Affordable Housing	CDBG: \$1,476,057 HOME: \$667,332	Rental units constructed: 3 to 4 Household Housing Unit Rental units rehabilitated: 58 Household Housing Units Homeowner Housing Rehabilitated: 29 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Improve Public Facilities and Public Services	2020	2024	Non-Housing Community Development	BERKELEY	Non-Housing Community Development	CDBG: \$1,720,399 (estimated)	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted Public service activities other than Low/Moderate Income Housing Benefit: 1,105 Persons Assisted.
3	Provide Homeless Prevention, Emergency Shelter, Outreach and Rapid Re-Housing	2020	2024	Homeless	BERKELEY	Homelessness	ESG: \$233,523	Tenant-based rental assistance / Rapid Rehousing: 10 Households Assisted Emergency Shelter: 0 Households Assisted Outreach: 100 Households Assisted Prevention: 0 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Prevent, prepare for and respond to COVID-19	2020	2024	Affordable Housing Homeless Non-Housing Community Development	BERKELEY	Affordable Housing, Homelessness, Community Development, Non-Housing Community Development, and responding to needs of COVID-19	\$0	N/A

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Increase Affordable Housing Supply and Quality
	Goal Description	CDBG and HOME funds will be used for affordable housing acquisition and rehabilitation, and single family rehabilitation programs.
2	Goal Name	Improve Public Facilities and Public Services
	Goal Description	CDBG funds will be used to rehabilitate public facilities and homeless and fair housing public services.
3	Goal Name	Provide Homeless Prevention, Emergency Shelter, Outreach and Rapid Re-Housing
	Goal Description	ESG funds will be used to provide outreach, services emergency shelter and/or rapid re-Housing to literally homeless households.
4	Goal Name	Prevent, prepare for and respond to COVID-19
	Goal Description	CDBG (PY20), CDBG-CV and ESG-CV (CARES Act) funds will be used to prevent, prepare for and respond to COVID-19

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

BRIDGE Housing Corporation and the Berkeley Food and Housing Project's Berkeley Way project (53 extremely low income and 89 low income units) started construction in July 2020, and Satellite Affordable Housing Associate's Jordan Court (34 affordable units, with seven reserved for extremely low income households at 30% AMI and fourteen reserved for low income households at 60% AMI) started construction in August 2020. Seventeen of Jordan Court's units are supported by the HOME funds.

Projects

AP-35 Projects – 91.220(d)

Introduction

With its CDBG, HOME, and ESG funds, the City of Berkeley will fund eligible projects in the following categories: housing development, rehabilitation and services projects, public services, public/community facility improvement projects, emergency shelter grant programs, program planning and administration, and the Housing Trust Fund.

Projects

#	Project Name
1	City of Berkeley Planning and Administration
2	Housing Services
3	Single Family Rehabilitation Programs
4	Housing Trust Fund
5	Public Services
6	Community Facility Rehabilitation
7	ESG21 - Berkeley- Emergency Shelter, Outreach, Rapid Rehousing and HMIS Activities
8	CV- City of Berkeley Planning and Administration
9	CV- Public Services

Table 8 - Project Information

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

The City continues to fund activities that have been identified as a need in the Consolidated Plan.

AP-38 Project Summary

Project Summary Information

1	Project Name	City of Berkeley Planning and Administration
	Target Area	BERKELEY
	Goals Supported	Increase Affordable Housing Supply and Quality, Improve Public Facilities and Public Services, & Provide Homeless Prevention, Emergency Shelter, Outreach and Rapid Re-Housing services
	Needs Addressed	Affordable Housing, Homeless, & Non-Housing Community Development
	Funding	CDBG: \$624,427 HOME: \$77,481 (includes the estimated \$20,000 in program income)
	Description	The project will fund City staff to plan and administer CDBG and HOME projects. HOME Admin based on projected entitlement with \$20,000 in anticipated program income.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Citywide.
	Planned Activities	Information about the planned activities is included in Section AP-38 Project Summaries.
2	Project Name	Housing Loan Services
	Target Area	BERKELEY
	Goals Supported	Increase Affordable Housing Supply and Quality
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$70,008
	Description	City staff provide loan services to support single family rehabilitation, housing trust fund projects, and other federally funded housing related activities.

	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	The project will serve approximately 75 active housing rehabilitation loans.
	Location Description	Various locations within the City of Berkeley.
	Planned Activities	Services provided under this project will include accounting, processing loan payments and loan payoff demands, deeds of reconveyance, lien releases and loan subordination requests, collections, personal financial analysis, and structuring of temporary repayment agreements.
3	Project Name	Single Family Rehabilitation Programs
	Target Area	BERKELEY
	Goals Supported	Increase Affordable Housing Supply and Quality
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$917,708
	Description	Activities related to single family rehabilitation efforts will be funded under this project. These projects will cover health and safety improvements as well as accessibility improvements such as the installation of ramps/lifts for low income homeowners and renters.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	The project will benefit an estimated 38 low-income households annually.
	Location Description	Various locations within the City of Berkeley.
	Planned Activities	Activities include health and safety, accessibility, and energy efficiency improvements. CIL's program removes barriers to housing for 21 low-income, disabled residents by installing ramps, lifts and making other interior and exterior modifications to ensure accessibility of their homes. Habitat for Humanity provides home repairs, access modifications, and safety upgrades 12 low-income households focusing on essential health and safety of the home. City staff work with senior and/or disabled homeowners, providing loans of up to \$100,000 for the Senior & Disabled Home Rehabilitation Loan Program.
	Project Name	Housing Trust Fund

4	Target Area	BERKELEY
	Goals Supported	Increase Affordable Housing Supply and Quality
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$488,341 HOME: \$697,332
	Description	Activities that provide funding for City staff in support of projects funded with City of Berkeley Housing Trust Fund dollars, includes funding for projects and CHDO operating funds.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	17 units (households) will be directly supported with federal funding during the five-year Consolidated Plan period for an average of 3-4 per year. During the same time period staff will also support the development of an additional 371 affordable units with local funds. These totals will include 34 senior units and 81 special needs (homeless and/or disabled units). An additional 49 low-income housing units will be rehabilitated at Rosewood Manor (35 units) and Lorin Street Apartments (14 units).
	Location Description	Citywide

	<p>Planned Activities</p>	<p>City staff actively facilitate development, rehabilitation and/or preservation of affordable housing through working with developers, other city staff, lenders and other public agencies for the acquisition and rehabilitation of multi-family housing. Specific activities include working with project sponsors throughout predevelopment, supporting public participation in project selection and development, preparing and executing loan agreements, and conducting federally required environmental review. \$30,000 will be dedicated to CHDO operating.</p> <p>The aforementioned activities are funded by the City of Berkeley’s Housing Trust Fund, which includes HOME funds. Together with the HTF and Admin funds allowed under the CDBG and HOME program, the funds also support Housing Development staff. 570.201 (k) “provides that CDBG funds may be used to pay costs in support of activities eligible for funding under the HOME program. This includes services such as housing counseling in connection with tenant-based rental assistance and affordable housing projects, energy auditing, preparation of work specifications, loan processing, inspections, tenant selection, management of tenant-based rental assistance, and other services related to assisting owners, tenants, contractors, and other entities participating or seeking to participate in the HOME program.”</p> <p>Staff are currently working with 10 affordable housing developments in varying stages of predevelopment with reservations totaling nearly \$60M in City funds, including HOME funds. Staff are currently focusing on Jordan Court, at 1601 Oxford, which is currently under construction. In addition, this funding supports the City’s implementation of CHDO operating funding.</p> <p>PY20 and earlier year’s CDBG funds are being used for rehabilitation work at Lorin Station (14 units) and Rosewood Manor (35 units), two affordable housing properties owned and operated by South Berkeley Neighborhood Development Corporation (SBNDP). Both housing properties have immediate rehabilitation needs related to plumbing issues and roof repairs.</p>
5	<p>Project Name</p>	Public Services
	<p>Target Area</p>	BERKELEY
	<p>Goals Supported</p>	Improve Public Facilities and Public Services
	<p>Needs Addressed</p>	Homelessness Non-Housing Community Development

	Funding	CDBG: \$453,921
	Description	Services including homeless programs (daytime respite, men's shelter and Coordinated Entry System), and fair housing services are funded under this project.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	1,105 low-income and homeless households are expected to be served through these activities.
	Location Description	Citywide
	Planned Activities	Bay Area Community Services operates Berkeley's Coordinated Entry System which will screen, conduct intakes, and provide housing navigation services to approximately 920 people. Berkeley Food and Housing Program will provide emergency shelter to approximately 115 adult homeless men. Eden Council for Hope and Opportunity will provide outreach, training, fair housing counseling services to up to 70 households, investigation of an estimated 25 fair housing complaints, 10 tenant/landlord mediations, and 10 fair housing testing/audits with follow-up training for non-compliant property owners.
6	Project Name	Community Facility Rehabilitation
	Target Area	BERKELEY
	Goals Supported	Improve Public Facilities and Public Services
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$1,266,478
	Description	Activities that fund the rehabilitation of public facilities are funded under this project.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	It is projected that improved community facility improvements provided by the City of Berkeley administered program will benefit a minimum of 200 people. The number of beneficiaries may increase as new community facility projects are identified through the upcoming NOFA and accepted applications.

	Location Description	Various locations within the City of Berkeley.
	Planned Activities	Activities include improving community facilities by funding substantial rehabilitation to applicants of the City administered Community Facility Improvement Program.
7	Project Name	ESG21-Berkeley - Emergency Shelter, Outreach, Rapid Rehousing and HMIS Activities
	Target Area	BERKELEY
	Goals Supported	Provide Homeless Prevention, Emergency Shelter, Outreach and Rapid Re-Housing services
	Needs Addressed	Homelessness
	Funding	ESG: \$233,523
	Description	ESG funds will be used for Emergency Shelter, Outreach, Rapid Re-Housing and HMIS costs.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	10 households will be served with Rapid Rehousing financial assistance. 100 persons will be assisted with Street Outreach.
	Location Description	Various locations.
	Planned Activities	ESG funds will be used to provide financial assistance and housing relocation and stabilization services to rapidly re-house approximately 10 households, and support approximately 100 people through street outreach and engagement activities.

AP-50 Geographic Distribution – 91.220(f)

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

As discussed in MA-50 of the Consolidated Plan, the City does not have areas of low income or minority concentration and therefore does not allocate federal funds geographically.

Geographic Distribution

Target Area	Percentage of Funds
BERKELEY	100

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Not applicable.

Discussion

Not applicable.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

This section includes HOME-funded units only. The City does not anticipate that any new construction will be completed in the year July 1, 2020 – June 30, 2021. As of this writing in February 2021, the City is working with two HOME-assisted projects with a total of 177 permanent housing units and more than \$33 million in City funding, including \$2.4 million (7 percent) in HOME funds. The two developments – Berkeley Way and Jordan Court- started construction in summer 2020, and are expected to be completed in the following program year (2022-2023), adding 177 units to the City’s Housing Trust Fund portfolio, including a portion of HOME units.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 10 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
The Production of New Units	0
Total	0

Table 11 - One Year Goals for Affordable Housing by Support Type

Discussion

Not applicable.

AP-60 Public Housing – 91.220(h)

Introduction

The Berkeley Housing Authority (BHA) is not a department of the City of Berkeley. BHA Board members are appointed by the Mayor and confirmed by the City Council.

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

Not applicable.

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

Not applicable.

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

Not applicable.

Discussion

Not applicable.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City uses a variety of approaches to support homeless and other vulnerable populations.

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

Goals for PY21 include 1) housing all residents of the Safer Ground COVID-19 Respite hotels and the City's Respite Program utilizing ESG Rapid Re-Housing funding, 2) applying for funding from the State of California under Project HomeKey to support a new Permanent Supportive Housing project by converting an old hotel, 3) entering into a contract and lease to support the development of 39 units of modular housing for unhoused residents of Berkeley, and 4) continue to fund and otherwise support the North County Berkeley/Albany/Emeryville Housing Resource Center – the front door to the homeless Coordinated Entry System which provides outreach, assessments, housing problem solving, housing navigation and tenancy sustaining services to unhoused residents. HRC staff will begin to implement the updated assessment process. It will include three phases: housing program solving (HPS), crisis assessment and housing assessment. The former will be focused on households that can be rapidly rehoused with limited support while the latter will be focused on households needing permanent supportive housing. This phased approach coupled with HPS flex funds will result in more varied households having access to needed supports. Staff will provide these assessments through 211 referrals, during HRC drop-in hours, and at street based locations throughout Berkeley. Street based outreach staff will continue to engage people and provide basic necessities, such as water and hygiene kits.

Eligible people will be matched to appropriate and available resources including housing problem solving resources, housing navigation services, shelter, transitional and permanent housing programs, physical, mental health and addiction services and SSI advocacy.

The HRC will provide housing navigation services tied to rapid-rehousing and flexible financial assistance to support additional people in moving to permanent housing. Housing navigators support participants in a variety of ways from housing problem solving to assisting with identification documents and housing search activities. Once permanently housed, HRC staff will work with participants to maintain housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City will continue to provide funding for shelter and transitional housing as described in section MA-30 of the Consolidated Plan. The City funds multiple agencies to provide 298 year round shelter beds, 30 seasonal shelter beds and 27 transitional housing beds. As part of the City's COVID-19 response, the census at these programs has been reduced by approximately 50% so staff and participants can maintain 6' social distancing. Additionally, funds have been provided to expand shelter operations to 24/7 and to provide three meals per day so participants don't have to leave during the day.

To offset the census reduction, while providing a safe space, the City implemented a non-congregate shelter program to house 18 households who meet the CDC's criteria for at-risk populations, 65+ or having an underlying medical condition requiring extra precautions against COVID-19. These shelter enhancements are expected to be in place until the City's Shelter In Place (SIP) order is lifted. Rapid re-housing resources are being offered to help people move into permanent housing.

Additionally, the City expanded the Berkeley Emergency Storm Shelter operations from an inclement weather shelter to supporting a 24/7 winter shelter operation through mid-April.

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 HRC will have Housing Navigation resources to focus on the highest need people, which will be prioritized for permanent supportive housing and households who need shorter term assistance. Assistance will be provided to help with collecting documentation needed to apply for housing opportunities, housing searches and linking participants to services that will help to retain housing.

The North County HRC has flexible and rapid rehousing funds, which assist in reducing people's length of homelessness. The City will allocate ESG and local funds to support these efforts. While funding is available, there is still a lack of available units, within HUD's Fair Market Rent (FMR) to support households with extremely low incomes making it difficult to rapidly re-house households in the County. Often, households are being housed in neighboring counties making it challenging to provide ongoing housing retention services. This has resulted in some delays in spending City of Berkeley ESG funds for rapid re-housing. Starting in PY19, the City of Berkeley shifted a portion of its ESG allocation to fund the Pathway STAIR Center and HRC outreach. Also, the HRC has incorporated more shared housing opportunities through the use of larger units. This has provided people with limited income and a willingness to share housing more opportunities to be permanently housed.

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.

The City uses General Funds and CDBG-CV to fund services that prevent people who are not literally homeless but are at imminent risk of homelessness per the HUD Homeless definition (Category 2) from becoming homeless. Prevention assistance may include support to a household to retain its current housing or to move to other housing without having to become literally homeless. While the ESG regulations allow for federal funds to be provided to those categorized as “at-risk” but not necessarily at “imminent risk”, Berkeley uses its ESG funds for rapidly rehousing people who are literally homeless.

Berkeley funds prevention assistance for people who meet “immediate risk” criteria defined as:

“An individual or family who will imminently lose their primary nighttime residence, provided that:

- the primary nighttime residences will be lost within 14 days of the day of application for homeless assistance;
- No subsequent residence has been identified; and,
- The individual or family lacks the resources of support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent housing.”

Alameda County has mental health, foster youth, health care, and corrections discharge policies intended to prevent discharges of individuals from these systems into homelessness, described in detail in the Consolidated Plan.

During the coronavirus pandemic, the City expanded the housing retention program to assist households unable to pay rent due to a COVID-19 related loss of income. Households must provide a dated Notice of Eviction from landlord stating amount owed for back rent OR a letter of verification from landlord stating the amount owed for back rent, since there is currently an eviction moratorium.

The City is working with local hospitals to share information about the North County HRC and available homeless services in Berkeley to reduce discharges to local daytime drop-in centers and shelters that can’t support the needs of medically fragile people with severe disabling conditions. The City will continue to participate in countywide and regional efforts to reduce discharges into homelessness.

Discussion

The City of Berkeley supports a wide range of homeless programs, including emergency/crisis drop in centers and shelters, transitional housing, permanent supportive housing, prevention and rapid rehousing services. All contracted service providers report outcomes based on the countywide outcome standards developed by EveryOne Home, in order to inform future adjustments to the service system.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

None.

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

As stated in section MA-40 of the Consolidated Plan, the following are considered potential constraints in Berkeley: accessory dwelling unit (ADU) requirements, infill development regulations and permit review process. While the City's accessory dwelling unit requirements meet state law, they may be a constraint to development of additional units; therefore, the 2015 *Housing Element* includes a housing program to evaluate the regulations and consider changes to development standards for ADUs, a process that is currently underway. Additionally, while the zoning ordinance includes five multi-family zoning districts and the City has seen a number multi-family development projects, Housing Policy H-34 of the 2015 *Housing Element* encourages the review of infill development regulations in residential districts to identify and change possible constraints.

The permit process in Berkeley may be considered a constraint to housing production, although based on the amount of affordable and market-rate development that has been approved and the density of those projects, it does not appear to have deterred new development. However, Policy H-34 calls for the City to continue to improve and streamline the development review process and to evaluate regulations to identify and reduce unnecessary impediments to housing development and affordable housing projects.

With the passage of California Senate Bill (SB) 35 Berkeley, like all California cities, has an expedited path to planning and environmental approvals for affordable housing developments meeting certain State-established criteria. In 2018, the City approved land use entitlements for three City-funded projects under the SB35 rules: 2012 Berkeley Way, 1601 Oxford and 2001 Ashby.

The City also anticipates a reduction in barriers to affordable housing with the passage of California Senate Bill 330 (2019) which reduces the number of allowable public hearings for Housing Accountability Act (HAA) compliant projects to five.

The City also adopted the Adeline Corridor Plan (December 2020) which introduced a local density bonus program that incentivizes the development of affordable housing in the corridor.

Discussion

Not applicable.

AP-85 Other Actions – 91.220(k)

Introduction:

The City of Berkeley uses a range of strategies to address the housing, homeless, and community development goals identified in the Consolidated Plan. This section discusses actions planned to foster and maintain affordable housing, to reduce lead-based paint hazards, to reduce the number of poverty-level families in Berkeley, and to coordinate activities in these areas with other entities.

Actions planned to address obstacles to meeting underserved needs

One of Berkeley's major obstacles to meeting underserved needs is the limited amount of federal, state, and local resources available given the diversity of needs in the community and high cost of housing in the Bay Area. The City of Berkeley will continue to pursue new State and Federal resources as available to meet underserved needs.

Actions planned to foster and maintain affordable housing

The City has several on-going programs which foster and maintain affordable housing in Berkeley:

- **Rent Stabilization Program.** In 1980, Berkeley residents passed the Rent Stabilization and Eviction for Good Cause Ordinance. The Ordinance regulates most residential rents in Berkeley, provides tenants with increased protection against unwarranted evictions and is intended to maintain affordable housing and preserve community diversity. In 2017 Council adopted the Tennant Protection Ordinance, to prohibit illegal evictions through the use of fraudulent and/or misleading representations, intimidating conduct, and coercive conduct.
- **Affordable Housing Mitigation Fee (AHMF).** This fee requires developers of new market rate rental housing to pay a fee into the Housing Trust Fund or to provide affordable apartments instead. Resulting units are affordable both to people with incomes less than 50 percent of Area Median and less than 80 percent. The Council adopted a formula for increasing the rate over time.
- **Condominium Conversion Ordinance (CCO).** The CCO governs the conversion of rental apartments and tenancy-in-common buildings to condominiums, and other types of mutual or cooperative housing. A mitigation fee for production of permanently affordable housing will be collected.
- **Commercial Linkage Fee.** The Affordable Housing Mitigation Program was approved on April 20, 1993. It imposed fees on commercial new construction in which the newly constructed gross floor area is over 7,500 square feet.
- **Housing Trust Fund (HTF).** The City of Berkeley created its HTF in 1990 to help develop and preserve below-market-rate housing. The HTF program pools funds for affordable housing construction from a variety of sources with different requirements, makes them available

through one single application process to local developers, then monitors development and operation of the funded housing.

- Inclusionary Housing Ordinance for ownership housing. The ordinance requires developers of market rate ownership housing to include affordable ownership units or pay a fee. On November 19, 2013, City Council approved completing a nexus study to determine the appropriate fee applicable to new for-sale housing.
- Relocation Ordinance. In 2011, the City of Berkeley adopted a local ordinance to prevent tenants from being permanently displaced if they must vacate their unit temporarily while repairs are completed to bring the unit into code compliance. The Ordinance requires the Owner to allow the tenants to move back into the unit once repairs are completed, and to provide financial compensation to tenants to mitigate the costs associated with being temporarily displaced.
- Mortgage Credit Certificate. MCC is a federal income tax credit that provides qualified low income homebuyers a tax credit worth up to 15 percent of their annual mortgage interest paid on their home loan. MCC recipients adjust their federal income tax withholding, which increases their take-home pay, making monthly mortgage payments more affordable. The City participates in the Alameda County MCC program.
- Senior and Disabled Loan Rehab Program. HHCS administers the program as an effort to preserve the City's housing stock and to assist low- and moderate-income senior and disabled homeowners, funded by CDBG and CalHOME. The applicants receive a zero interest loan, secured by a deed of trust on their home, which is repaid when title to the property changes hands, typically as a result of the sale of the property or inheritance by the owner's heirs.
- Fair Chance to Housing. In March of 2020, Berkeley City Council passed the Fair Chance Access to Housing Ordinance, prohibiting the use of criminal history and/or criminal background checks in the tenant selection process for rental housing.
- Tennant Opportunity to Purchase Act (TOPA). In March of 2021, the City is advancing a TOPA Ordinance that is expected to be finalized by the end of the year. TOPA provides tenants the legal opportunity to collectively purchase, or assign rights to an affordable housing developer, the property they live in when the property is ready to sell. It also provides technical assistance, education, and financing to help make these purchases possible.

Actions planned to reduce lead-based paint hazards

The City will continue to comply with the Environmental Protection Agency's Renovation, Repair, and Painting Program in its Senior and Disabled Rehabilitation Loan Program. Similarly, organizations working with the City of Berkeley on single family rehabilitation will work with the City and Alameda County Lead Poisoning Prevention Programs to increase awareness of lead issues among their clients and incorporate lead safe work practices into their activities.

The City of Berkeley Public Health Division and the Alameda County Lead Poisoning Prevention Program will work together to increase awareness and knowledge about lead poisoning prevention in Berkeley

including providing lead-safe painting classes, in-home consultations, garden soil lead testing kits, presentations, educational materials, and other services.

The City of Berkeley Childhood Lead Poisoning Prevention Program collaborates with the Berkeley Health, Housing & Community Services Department's State lead-certified Risk Assessor/Inspector, Project Designer, and Project Monitor. Berkeley's program also provides case management services to families with children who have elevated blood lead levels. Services range from Public Health Nursing case management for children with blood lead levels above 15 $\mu\text{g}/\text{dL}$ to health education for children with levels between 5-14 $\mu\text{g}/\text{dL}$.

The Alameda County Healthy Homes Department (ACHHD) also provides HUD-funded lead hazard control grants for addressing lead hazards in qualifying Berkeley pre-1978 housing units that are occupied by a low income household with a priority for units with a child under 6 living in the unit, a pregnant occupant, or a child under 6 years who visits twice a week for at least three hours each time. Since July 1, 2020, ACHHD has completed lead evaluation at one unit in Berkeley which is under contract for lead hazard repair, has approved another unit for service and has seven units in the application process. The goal of the program is to make 144 housing units lead-safe county-wide over the 42-month grant period.

ACHHD also provides lead safety and healthy housing training. For coronavirus safety, in person trainings have been suspended under the County's Shelter-In-Place orders. The ACHHD has increased traditional media, social media, and web content to continue outreach and education.

The ACHHD's outreach and education activities promote lead safety, regulatory compliance, and participation in ACHHD lead hazard control grant programs to property owners, property managers. The ACHHD coordinates lead poisoning prevention outreach activities with the City of Berkeley Public Health. Outreach partners and locations for property owner presentations, staff trainings, and literature distribution have included the Berkeley Rent Stabilization Board and Permit Office, the Berkeley Housing Authority, Tool Lending Library, North Berkeley Senior Center, YMCA, Berkeley Property Owners Association, the East Bay Rental Housing Association which is in Oakland but serves Berkeley property owners, the Ecology Center, and local paint and hardware stores. The ACHHD participates in local collaborations and with partners including the Berkeley Tobacco Prevention Coalition, Bay Area Lead Programs, Berkeley Black Infant Health, Kerry's Kids, Rebuilding Together East Bay North, Habitot, and the Safe Kids Coalition.

Actions planned to reduce the number of poverty-level families

The City funds a wide variety of social service programs designed to assist households with poverty level incomes. These programs include childcare and a range of services for special needs populations, which are outlined in other sections of this Consolidated Plan. This section will highlight the City's strategies to increase livable wage employment opportunities by supporting related community services and working

with public and private regional partners. Strategies include:

- Funding and refinement of anti-poverty programs provided by community-based organizations and by the City. Federally funded community agency contracts are outlined in the Annual Action Plan.
- Continue implementation of the City of Berkeley's Living Wage Ordinance.
- Foster regional coordination on economic development to benefit low income Berkeley residents.
- Linking homelessness and homelessness prevention programs, such as the coordinated entry system, to employment training and placement opportunities. The HRC will begin providing employment services.

The City has contracted with the a number of workforce development programs to provide training, education and job placement for low income, under-employed, and unemployed residents:

- Inter-City Services provides employment, training, and education and continues to serve veterans as funded under the Governor's 15% Discretionary pool of Workforce Investment Act (WIOA) funds.
- Biotech Partners operates the Biotech Academy at Berkeley High School, targeting youth from under-represented populations in the fields of science and technology (African American, Latino, South East Asian, and female and low income youth) and who may be at risk of not graduating from high school.
- The Bread Project provides training in culinary arts and bakery production, and includes the formerly incarcerated as their target population. They operate a social enterprise (wholesale bakery) that creates opportunities for trainees to obtain crucial on-the-job experience.
- Rising Sun Center for Opportunity (formerly known as Rising Sun Energy Center) Green Energy Training Services (GETS) provides pre-apprenticeship classroom and hands-on training in the Building and Construction trades which serves as a pathway for careers in construction including green and clean technologies. Rising Sun also operates the California Youth Energy Services (CYES) program funded by the CA Public Utilities Commission, providing summer jobs for youth conducting residential energy audits.
- Berkeley Youth Alternatives (BYA) receives WIOA funding through Alameda County Workforce Development Board (ACWDB) to provide workforce development services to in-school and out-of-school youth. The area of workforce development is a focus area for increased coordination, including establishing methods to maximize and leverage resources. BYA, utilizing city funds, provides training to disadvantaged youth in all aspects of park and landscape maintenance in addition to summer and after-school programs for children and youth.
- UC Theatre Concert Careers Pathways (UCCCP) is a nine-month program for young people ages 17-25, providing workshops and paid internships for participants to learn all aspects of live music venue production.

- Continuing the City's Local Hire policies which include the Community Workforce Agreement (CWA) between the City of Berkeley and the Building trades (created in 2011) which applies to publicly funded construction projects estimated at \$500,000 or above, and, the First Source local hiring policy which applies to both public infrastructure projects estimated between \$100,000 - \$499,999 and private development over 7,500 square feet. develop the
- The YouthWorks employment program continued its partnerships with City and nonprofit agencies. YouthWorks targets low income, at-risk youth and provides all youth with workplace skills training. City of Berkeley departments and local community agencies serve as worksites providing valuable work experience to Berkeley youth 14-25 years old.
- The City's Recreation Division of the Park, Recreation & Waterfront Department partners with the Berkeley Unified School District and YouthWorks on the Achievers Program, which provides leadership development, career exploration and peer-led tutoring. This program is also used as a stepping stone for entry into the City's YouthWorks program.
- Funded through the City's Public Works Department, the Downtown Streets Team, a non-profit organization, homeless and low-income persons volunteer to beautify commercial districts while engaging in case management and employment services.

The City's anti-poverty strategy continues to be closely tied to the funding of approximately 50 community agencies to provide services as described above to enable people in poverty to attain self-sufficiency, support at-risk youth to succeed in school and graduate, and protect the health and safety of low income people. The City also funds anti-poverty programs with general funds for job training and creation/job placement agencies.

Actions planned to develop institutional structure

During the next year, the City of Berkeley will continue to coordinate the housing and community services activities within the department through regular senior staff meetings and coordination on specific topics. The City's Health & Human Services and its Housing Departments merged in PY12. Since that time, senior leadership of all Divisions meets weekly to share information on Division activities which promotes closer coordination. For example, in PY19, the Housing & Community Services Division and the Aging Services Division collaborated to hire two new staff who will provide supportive services to house homeless residents who are assisted through Continuum of Care Rental Assistance administered by the Housing & Community Services Division. And in PY20, the senior leadership of each Division, facilitated by the City's Homeless Services Coordinator, will explore mechanisms to better coordinate housing, services, and public and mental health services. The Division leadership will continue to seek opportunities to increase coordination during PY21.

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

service agencies

City staff will also continue to participate in the implementation of EveryOne Home, the countywide plan to end homelessness. EveryOne Home spearheads Alameda County's Continuum of Care. Staff will continue to participate in the initiative's Leadership Board, which includes most public funders of housing and homeless services in the county, as well as leadership from key community based organizations. Leadership Board membership helps coordination efforts across the county. Staff also participates in other committees composed of other funders (such as Alameda County Behavioral Health Care Services, Social Services Agency, and the Office of Homeless Care and Coordination) as well as many community based organizations.

Recent countywide collaboration efforts include the implementation and ongoing refinement of the Coordinated Entry System, issuance of an updated countywide strategic report by EveryOne Home, coordination and approval of countywide performance measures aligned with HUD priorities; and implementation of the countywide Whole Person Care funds to support the development and operations of regional housing resource centers. The City will continue to work with County partners on CES redesign efforts including the coordination of services provided by the HRC. It will also participate in the next phase of the Centering Racial Equity in Homeless System Design Report, which includes implementing a Racial Equity Plan. Lastly, the City will continue to coordinate with the County, BHA and other partners to market landlord incentive programs to increase the portfolio of available private market units.

City staff continue to collaborate with service agencies, from legal advocacy assistance, to disability rights organizations for unit modifications, the VA for VASH vouchers, and the Berkeley Housing Authority (BHA) for Mainstream Voucher allocations. Additionally with Project-based voucher allocations and through work with owners of Below Market Rate units, BHA has partnered with both non-profit and for-profit developers of housing in Berkeley, to house those participating in our programs.

Discussion:

The majority of Berkeley's activities furthering the goals of the Consolidated Plan are provided by community agency partners. This will continue to be the case in PY21.

Program Specific Requirements

AP-90 Program Specific Requirements – 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	\$629,755
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:	\$629,755

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.	87.00%

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

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

The City of Berkeley uses no forms of investment other than ones described in §92.205(b) (Refinancing Costs).

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 homeownership or tenant-based rental assistance activities are anticipated for PY20.

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 homeownership activities are anticipated for PY20.

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:

The City of Berkeley's HTF Guidelines apply to any project using HOME funds to refinance existing debt. Per the Guidelines, Project owners submit funding requests to the City, or reply to the City's Requests for Proposals for funding, with the following information, among other things:

a) As a condition precedent to funding, Owners must demonstrate an extension of affordability term. For new HOME funds invested in the Project, the minimum affordability term is the term required by 24 CFR 92 et seq., but, typically, the required extension of affordability is 55 years.

b) As a condition precedent to funding, Owners must demonstrate that the refinancing preserves the affordable Project through rehabilitation.

1. Minimum rehab costs/unit must correspond to at least the value identified in a current physical needs assessment to ensure that the long-term needs of the Project can be met.
2. Typical rehab/unit costs are no less than \$10,000/unit, the minimum rehab value required by the California Debt Limit Allocation Committee Regulations.

c) Owners indicate if their refinancing request includes new construction that adds net new units to the Project

d) Owners provide extensive Project data, including audited financial statements, cash flows, rent

rolls, services plans, PNAs, and rehabilitation proformas to demonstrate that:

1. The project is sound financially and disinvestment has not occurred
2. The long-term needs of the Project and residents will be met by the rehab
3. The proposed rehab is financially feasible, includes no barriers to refinancing existing mortgage loans, does not include the refinancing of any existing federal or federally-insured loans, and leverages other non-federal funds to the greatest extent possible

**Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)**

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

The City's standards for providing ESG assistance were updated in 2020. The most recent version was attached to the 2020 Consolidated Plan. The City has attached its ESG-CV standards to this report.

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

The Alameda County Continuum of Care has established its coordinated entry system (CES). The CES has regional Housing Resource Centers that provide a range of services and resources. Each HRC uses a standardized tool that prioritizes individuals and families based on need. Everyone is offered housing problem solving services that may include limited, one-time financial assistance. The people with the highest needs are matched to appropriate and available services and resources including housing navigation, emergency shelter, transitional housing, rapid rehousing and permanent supportive housing.

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 City of Berkeley will receive \$233,523 in ESG funding for PY21. Funds will be used primarily for shelter and street outreach. Funds are awarded to subrecipients based on a competitive Request for Proposal Process that covers a four-year period from PY19-PY22. Funds will also be used for rapid re-housing activities. The City of Berkeley will utilize the maximum amount possible for administration (Seven and a half percent of the grant) and allocate funds to support the County-wide Homeless Management Information System, known as InHouse.

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.

The policy-making entity for the City of Berkeley which makes decisions regarding the facilities, services, and other programs to receive funding under the Emergency Solutions Grant (ESG) is the Berkeley City Council. The Berkeley City Council is elected by the citizens of Berkeley. The City cannot mandate that a homeless or formerly homeless individual be on the City Council. Therefore, the City must develop and implement a plan to consult with homeless or formerly homeless individuals in making policies and decisions regarding programs that receiving funding under ESG. Each Annual Action Plan and any subsequent amendment notification and request for public

comment is sent to the Homeless and Housing Advisory Commissions for comment and dissemination.

5. Describe performance standards for evaluating ESG.

The performance standards to be applied to ESG activities is attached as an image labeled Outcome Measures. These standards were developed in 2018 through the leadership of EveryOne Home (the Continuum of Care) and partially funded by City of Berkeley General Funds. This matrix presents outcome standards for each type of program in the Continuum of Care. Most were established as a percentage of the average outcomes achieved by all County programs (for example, the average permanent housing placement rate of all emergency shelters) and will be adjusted over time to ensure continued improvement.

Together Priority Home Partnership and the Housing Retention program make up the housing retention and rapid rehousing segment of the City's continuum of services. The City will continue to work with EveryOne Home and community agencies to ensure that prevention and rapid rehousing funds are fully utilized and play an important role in ending homelessness in Berkeley.

Note: See Attachment 2 for Systemwide Performance Targets for Rapid Re-Housing Services

Attachments

Annual Action Plan for PY21			
City of Berkeley CDBG, ESG and HOME Projects for 7/1/2021 - 6/30/2022			
Proj. #	Agency	Project Name	PY19 Amended Allocation
CDBG			
1	Center for Independent Living	Residential Access	\$159,660
2	Habitat for Humanity	Housing Rehabilitation Grant Program	\$250,000
3	HHCS D*	Loan Services	\$70,008
4	HHCS D	Senior and Disabled Rehab Program	\$358,048
5	HHCS D	Rehab Loans	\$150,000
6	HHCS D	Housing Development: M/F Rehab	\$488,341
		Subtotal Housing Projects	\$1,476,057
8	Bay Area Community Services	Coordinated Entry System	\$248,419
9	Berkeley Food and Housing Project	Men's Overnight Shelter	\$170,502
10	Eden Housing for Hope and Opportunity	Fair Housing	\$35,000
		Subtotal Public Services Projects	\$453,921
11	HHCS D	Community Facility Improvements	\$152,908
12	HHCS D	PY21 Community Facility Improvement Program	\$1,113,570
		Subtotal Public Facilities Projects	\$1,266,478
13	HHCS D	CDBG Planning and Administration	\$624,427
		Subtotal Planning & Admin Projects	\$624,427
		**GRAND TOTAL ALL CDBG PROJECTS	\$3,820,883
ESG			
14	BACS	Rapid Re-Housing Project	\$69,219
15	BACS	Emergency Shelter and Street Outreach	\$140,114
16	HHCS D	Homeless Management Information System	\$6,676
17	HHCS D	Program Planning and Administration	\$17,514
		GRAND TOTAL ALL ESG PROJECTS	\$233,523
HOME			
18	HHCS D	HOME Administration	\$77,481
19	CHDO Operating Funds	CHDO Operating Funds	\$30,000
20	HHCS D	Housing Trust Fund	\$667,332
		***GRAND TOTAL ALL HOME PROJECTS	\$774,813

Notes: * HHCS D = City of Berkeley Health, Housing & Community Services Department
 **Assumes \$629,755 in Program Income and \$250,000 in unused carry over funds. If additional funds become available they will be added to line 12, Community Facility Improvement Program
 ***Assumes \$20,000 in Program Income

Attachment 2

Systemwide Performance Targets for Rapid Re-Housing Services

Rapid Re-Housing		Target
How Much?	Service Population: Unduplicated count of individuals served (HUD Element, APR Q5a)	observe
	Service Population: Proportion of chronically homeless individuals served (HUD Element, APR Q5a)	observe
	Service Population: Unduplicated count of households served(HUD Element, Annual Performance Report/APR Q8a)	observe
	Service Population: Proportion of chronically homeless households served (HUD Element, APR Q26a)	observe
How Well?	Data Quality: Data entry within 3 days (HUD Element, APR Q6e)	100%
	Data Quality: Completion. Adult participants with income info. recorded in HUD Element at entry and annual or exit assessments (HUD Element, APR Q18)	90%
	Average length of time from enrollment to move in (HUD Element, Apr Q22c)	60% within 2 months
With What Impact?	Are participants growing their income? (HUD Element, APR Q19a3)	50%
	Are participants accessing mainstream benefits? (HUD Element, APR Q20b)	85%
	Are participants enrolled in health insurance?(HUD Element, APR Q21)	85%
	Are we successfully moving people into permanent housing? (HUD Element, APR Q23a&b)	80%
	Exits to Homelessness: What proportion of people exit to homeless destinations? (HUD Element APR Q23a&b)	<5%

Attachment 3

ESG-CV Standards



Homelessness Solutions in Alameda County

ESG-CV STANDARDS AND EXPECTATIONS

Applicable in all participating jurisdictions of Alameda County

INTRODUCTION

This document provides policies and standards for the provision of Rapid Rehousing funded by the Emergency Solutions Grant program under the CARES Act (ESG-CV) in Alameda County.

Providers funded with ESG-CV are expected to follow the guidance in this document which pulls from and enlarges upon guidance issued by the U.S. Department of Housing and Urban Development for the general ESG program and for the specific funds made available through the CARES Act, with additional prioritization and design determinations developed locally in response to COVID-19.

The Complete [ESG Interim Regulations](#) as of April 1, 2017, including amendments made to incorporate VAWA requirements, can be found at this link. The Notice issued September 1, 2020 regarding [Waivers and Alternative Requirements for the Emergency Solutions Grants \(ESG\) Program Under the CARES Act](#) can be found at this link.

This document serves in lieu of the ESG Prevention and Rapid Rehousing Policy and Procedure Manual adopted in 2012 for ESG-CV funded programs only.

<i>Approved</i>	<i>February 10, 2021</i>
<i>Effective date</i>	<i>February 16, 2021</i>
<i>Next review required by</i>	<i>February 10, 2022</i>

ESG-CV STANDARDS AND EXPECTATIONS

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PRIORITIZATION AND REFERRAL

1. Prioritization

ESG-CV funds are specifically awarded and designated for rehousing those impacted, or more likely to be impacted, by the COVID-19 pandemic.

- 1.1 First priority for ESG-CV Rapid Rehousing are individuals and households assisted and staying in hotel rooms provided via Project RoomKey/Safer Ground or a similar program specifically designed to provide non-congregate or safe and distanced temporary shelter during COVID-19 for people who have been impacted by or are at risk from COVID-19.
- 1.2 Secondary priority are other persons on the Coordinated Entry By-Name List/Housing Queue who are deemed at higher risk for complications from COVID-19, based on criteria adopted in the Temporary Resource Prioritization Policy During COVID-19. The full policy for prioritization as adopted by the System Coordination Committee in January 2021 can be found [HERE](#).

2. Referrals

- 2.1 Any resident of a site mentioned in 1.1 above is eligible to be offered an ESG-CV supported RRH Bridge Subsidy, as long as they are eligible under ESG-CV requirements. Such referrals do not need to come through Coordinated Entry as they have already been through a prioritization process. Referrals will be made via communication from the Health Care Services Agency Office of Homeless Care and Coordination and the City of Berkeley directly to contracted providers.
- 2.2 Potential participants in ESG-CV funded Rapid Rehousing in category 1.2 will be referred to contracted providers if there are additional openings using the Alameda County Coordinated Entry process. Contracted providers must accept Coordinated Entry referrals as long as potential participants meet eligibility criteria.
- 2.3 Time expectations for responding to referrals will be established in the Coordinated Entry policies and, when established, will apply to ESG-CV contracted providers.

PARTICIPANT ELIGIBILITY AND ENROLLMENT

3. Eligibility

In addition to being referred through Coordinated Entry, households must be eligible for ESG-CV funded Rapid Rehousing. Program operators must determine that potential participants are eligible for assistance, and document this eligibility, including either verifying homeless status/chronic homeless status or receiving such verification from Coordinated Entry.

3.1 Literal or Chronic Homelessness

3.1.1 To be eligible for the ESG-CV program the participant must be “Literally Homeless” and without other identified housing options at the time of referral. This includes households that meet the HUD Homeless Definition under Category 1, and households that meet the Definition under Category 4, Fleeing or attempting to flee domestic violence *and also meet one of the following conditions.*

- Living/staying in a shelter. This includes staying at a hotel or motel under Project RoomKey or a similar program that provides temporary shelter for people who have been impacted by or are at risk from COVID-19.
- Living on the streets, a car, an encampment or a place not meant for human habitation.
- Living/staying in transitional housing.
- Exiting an institution where s(he) resided for 90 days or less and previously resided in a shelter or the streets or a place not meant for human habitation.

Documentation requirements to verify homelessness can be found [HERE](#).

3.1.2 Because many participants in ESG-CV funded Rapid Rehousing may have been Chronically Homeless prior to participation in the program, and should continue to remain eligible for PSH and other resources that may be targeted to chronically homeless, chronic homeless verification is encouraged.

Verification requirements and a suggested tool for how to document chronic homelessness can be found [HERE](#).

3.2 Required Documentation

To demonstrate eligibility at the time of enrollment, the enrolling provider must obtain:

1. Referral from a referring entity or Coordinated Entry
2. Verification of homelessness or chronic homelessness with required back up documentation

All required documentation should be uploaded into HMIS if participant has an HMIS record, or kept in a participant file.

3.3 Income verification

3.3.1 Income Verification is **not** a required eligibility criteria and is not needed for referral by Coordinated Entry nor for enrollment. However, income verification will be needed to establish rent payments. (See 6.3 Financial Assistance Approach.) Inability to document income at the time of referral must not prevent a participant from being enrolled, but may delay the household getting rehoused.

3.3.2 Persons with zero income are eligible for ESG-CV funded Rapid Rehousing and will be offered services to increase income through employment and/or connection to benefits.

3.3.3 For any participant who remains in the program for more than 12 months, income must be certified at annual recertification and must be below 30% of Area Median Income for the participant to continue to receive assistance (See 11.1 Annual Reassessment.)

3.4 Ineligible applicants

If a household is determined to be ineligible after referral and before enrollment, the program operator must notify the referring entity that they have been determined ineligible, provide the potential participant with the Notice of Occupancy Rights and Certification Form, and create a participant file documenting the process and determination.

4. Program Enrollment

4.1 Participation Agreement

All heads of household enrolled in the program will sign a Participant Agreement. This agreement must state what the program will provide and what the expectations of the participant are, and the circumstances that can lead to their being terminated prior to completing the program. Programs may use the attached [ESG-CV Participation Agreement](#) or a program agreement that covers the same items, including all certifications, and does not conflict with ESG-CV regulations.

Enrolled participants should receive a copy of the Program's grievance and appeals process (See Grievance and Appeals 13.1)

4.2 Notice of Occupancy Rights and Certification

At the time of enrollment, or if a potential participant is denied enrollment for any reason, the participant must be provided with form HUD-5380 Notice of Occupancy Rights and Certification. This document describes protections for victims of domestic violence, dating violence, sexual assault, or stalking under VAWA. Forms and other guidance regarding VAWA can be found [HERE](#).

4.3 HMIS Enrollment

4.3.1 ROI: For all households participating in HMIS, all Adults must have an HMIS Release of Information (ROI) that is in effect. If an up to date ROI has not been executed and on file for each adult, one must be completed.

4.3.2 Program enrollment: Staff must complete a program enrollment in HMIS for all members of the household. Enrollment will be in one of the four designated projects within HMIS (Oakland, Berkeley, Urban County, State) based on information provided by Coordinated Entry.

5. Bridge and Rapid Program Tracks

Rapid Rehousing funding may be used to provide rehousing support on a more traditional rapid rehousing track designed to serve households anticipated to take over full rent within a 6-24 month period (“Rapid”) or to provide subsidies that are intended to be used as a “bridge” to another longer-term or permanent housing resource for persons with greater needs (“Bridge”). While these tracks are not distinguished by different program enrollments they should be established from the outset in collaboration between the referring and contracting entity and periodically reassessed or modified as needed.

At the time of referral an initial determination of whether the household is beginning on the Rapid or Bridge track should be included. ***Unless otherwise specified at time of referral, persons referred from a Project Roomkey/Safer Ground/similar program site, or from the second priority group of high risk for complications from COVID-19 will be considered on the Bridge Track.***

5.1 Bridge Track

Participants on the Bridge track are anticipated to participate in the ESG-CV program until another housing resource has been identified and secured for the participant.

5.1.1 Securing another resource: Program providers will work closely with the Health Care Services Agency (HCSA) and with the ESG Recipient for the jurisdiction in which they operate in to identify a housing resource for each enrolled household on the Bridge track. Processes for determining which resources are offered to a specific client will be worked out with the provider.

5.1.2 Reevaluation: If a Bridge Track participant has not been successfully transferred to another resource within 11 months of enrollment, and the program has the ability to retain them for more than 12 months, a reassessment will occur within 30 days of the participant's program anniversary as part of the Annual Reevaluation (See Annual Reevaluation 11.1)

5.2 Rapid Track

ESG-CV is targeted to assist those at high risk from COVID who are anticipated to have higher needs. However, it is possible that within the second priority group there may be some participants who can benefit from a more traditional Rapid Track. Any participants on the Rapid Track are anticipated to take over full rent of their housing during their participation in the program. Providers must work with the household to determine program and household rent contributions and offer appropriate services to support this progress (See 6.3 Financial Assistance – Rapid Track).

FINANCIAL ASSISTANCE AND SUPPORTIVE SERVICES

ESG-CV funds may be used for specific financial assistance expenditures related to securing and maintaining housing. Each type of assistance requires specific documentation be kept on file to support the expenditures.

6. Financial Assistance

6.1 Maximum Assistance

6.1.1 24-month limitation: For first round ESG-CV awards and for second round awards covered under a HUD-approved Consolidated Plan amendment or waiver that allows for up to 24 months assistance, the maximum allowable assistance is 24 months within a 36 month period, consistent with the ESG regulations.

6.1.2 12-month limitation: For second round awards received after September 1, 2020, unless covered by a Consolidated Plan amendment or a waiver approved by HUD, the maximum period of allowed assistance is 12 months.

Changes or updates to the ESG-CV program requirements through law, regulation or Notice may change the maximum assistance time frames. Providers must be aware of the applicable maximum assistance requirements that are in effect for the funding they are using to assist any participant.

6.2 Expense Categories, Limitations and Requirement Documentation

The following tables lists each allowable expense category for financial assistance, any limitations on time, amounts or cost, and the required documentation for the expenditure.

Expense Category	Permitted Expenditures and Limitations	Required Documentation
Security Deposit	Up to the equivalent of two (2) months of rent.	<input type="checkbox"/> Copy of W9 and Receipt <input type="checkbox"/> One year Lease Agreement. <input type="checkbox"/> Confirmation of property ownership
Utility Deposit	Standard utility deposits that the utility company requires for all customers.	<input type="checkbox"/> Copy of bill or receipt of payment. A billing statement is necessary if assistance for multiple months is provided with a single payment.
Application Fees	Costs associated with applications for rental housing required by property owners/managers	<input type="checkbox"/> Receipt
Moving Costs	Reasonable costs associated with assisting participants to move themselves and their belongings into housing, including vehicle rentals and movers if needed	<input type="checkbox"/> Cost Estimate <input type="checkbox"/> Receipt
Landlord Incentives	Signing bonuses, security deposits, repairing damages incurred by the program participant not covered by the security deposit or that are incurred while the program participant is still residing in the unit, and cost of extra cleaning or maintenance. Landlord incentives may not exceed three months' rent including any funds spent on deposits under Security Deposits above. Landlord incentives do not count against the 12- or 24-month cap on assistance but the three-month maximum includes the amount offered in Security Deposit.	Documentation required depends on the category of assistance being provided. All Landlord Incentives must be documented with a receipt by the landlord or a third-party receipt for coverage of allowable costs such as repairs or cleaning.
Rental Assistance	A portion of the contract rent of up to 100% of rent for up to maximum number of months <i>permitted under the applicable grant agreement with the Recipient.</i>	<input type="checkbox"/> Habitability Inspection <input type="checkbox"/> One year Lease/Rental Agreement <input type="checkbox"/> Letter of payment or a Housing Assistance Payment (HAP) agreement <input type="checkbox"/> W9
Utility Assistance	Up to total number of months of rental assistance provided. Total utility assistance includes the first month's payment.	<input type="checkbox"/> Copy of Bill for each utility for each month paid.
Rental Arrears	Only if necessary to successfully re-house; maximum two (2) months of arrears. Counts against the total months of assistance permitted.	<input type="checkbox"/> Statement or Bill that includes the cost of each month paid.

Expense Category	Permitted Expenditures and Limitations	Required Documentation
Utility Arrears	Only if necessary, to re-house; maximum two (2) months of arrears per utility. Eligible utilities include gas, electricity, water, & trash. Counts against the total months of assistance permitted.	<input type="checkbox"/> Statement or Bill that includes the cost of each month paid.

6.3 Financial Assistance Approach

For one-time costs, such as security deposits, move in expenses and application fees, the ESG-CV program may pay the entire amount.

For rental assistance payments, households with income are expected to contribute *at least* 30% of their adjusted gross income. To make this determination, verification of income will be required.

6.3.1 Bridge Housing track: If a household is determined to be on a **Bridge Housing track** (See 5.1 above) the participant contribution may be set at 30% of adjusted gross income, consistent with many permanent housing subsidy programs, and may continue at 30% of adjusted gross income for the duration of their time in the program.

6.3.1.a. If a participant household on the Bridge Housing track significantly increases their income or demonstrates a likelihood to be able to pay full rent without assistance, they should be reclassified to the Rapid track and financial assistance should be adjusted as specified for the Rapid Track.

6.3.1. b. The program may pay the entire rent on behalf of households that have no income.

6.3.2 Rapid track: If a household is determined to be on **Rapid track** (anticipated to be able to take over the full rent within the time frame of permitted assistance) the amount that the household is expected to contribute will be expected to fluctuate and to grow over time based on the ongoing assessment of the program operator.

6.3.2.a. Households with any income are expected to contribute 30% of adjusted gross income toward their rent from the start of the program and to assume a greater portion of the rent over time. Expectations must be made clear to the participant household and reviewed periodically, and not less than every three months.

6.3.2.b. With supervisor approval, households may be permitted to contribute less toward their rent for a limited period to assist them to cover extraordinary costs. The program may pay the entire rent on behalf of households that have no income.

6.3.2.c. For participants on the Rapid track, programs should use a progressive engagement approach to assistance, offering the least amount of support needed to ensure the participant household remains housed, with the potential to increase financial assistance and services if needed.

6.4. Prohibition on Duplication of Benefits

Financial assistance cannot be provided to a program participant who is receiving any other form of tenant-based rental assistance or to a program participant who has been provided with replacement housing payments under the [Uniform Relocation Act \(URA\)](#) during the period of time covered by the URA payments. Participants should be asked to certify that they are not receiving such assistance. Language to this effect is included in the provided Participation Agreement.

6.5 Recording Financial Assistance

All financial assistance provided must be recorded in HMIS. Supporting documentation must be kept in participant files.

7. Supportive Services

7.1 Services may not be required

Regular ESG funding and other Rapid Rehousing programs typically require that programs assist participants with housing search and housing stability case management. This includes a requirement that a participant meet with a housing stability case manager not less than once per month for the period that they are enrolled. However, under the ESG-CV Notice, Recipients and Subrecipients **may not require** individuals or families experiencing homelessness to receive treatment or perform prerequisite activities as a condition for receiving assistance funded by ESG-CV. This specifically includes any requirement to participate in Housing Stability Case Management.

7.2 Services must be made available

ESG-CV funded Rapid Rehousing in Alameda County must offer and provide, as requested by participants, housing search and placement assistance, case/care management and connections to other services, benefits and supports. These services should be offered regularly, minimally monthly, to participants to ensure they are aware that services are available if they wish to use them.

7.3 Housing Search Assistance

Housing search assistance are those services intended to assist participants in locating, obtaining, and retaining suitable permanent housing. These may include:

- assessment of housing barriers, needs, and preferences;
- development of a plan for locating housing;
- assistance with a housing search or searching on behalf of a participant;
- outreach and negotiations with landlords; and
- assistance with submitting rental applications and understanding leases.
- assessment of housing for compliance with Emergency Solutions Grant (ESG) requirements for habitability, lead-based paint, and rent reasonableness;
- assistance with obtaining utilities and making moving arrangements; and
- tenant counseling.

7.4 Housing Stability Case Management or Care Management

Housing stability case management may include:

- conducting the official evaluation of eligibility and need, including verifying and documenting eligibility
- counseling
- developing, securing, and coordinating services and assistance in obtaining Federal, state and local benefits
- monitoring and evaluating participant progress;
- providing information and referral to other providers;
- developing an individualized housing plan to permanent housing stability, including referrals to and support with submitting applications to affordable housing projects; and
- conducting required reevaluations to determine (i) The program participant does not have an annual income that exceeds 30 percent of median family income for the area, as determined by HUD; and (ii) The program participant lacks sufficient resources and support networks necessary to retain housing without ESG assistance.

Given that ESG-CV is targeted to those at risk from COVID-19 and first priority is for persons participating in Project RoomKey/Safer Ground or a similar program, ESG-CV participants may be already participating in, or eligible for, case or care management through the Alameda County or Berkeley Health Departments and their subcontractors. In these cases, agencies offering housing stability case management may provide services in line with their approved care management approach, provided that the services are voluntary and individualized and include a focus on assisting the participant to stabilize in and retain housing.

7.5 Recording Services

Services that are provided directly to or specifically associated with a participant household must be recorded in HMIS.

Some contractors may be funded to hire specialists to recruit landlords and secure units for a number of participants which are not provided as specific services to any one participant. Such services are not expected to be recorded in HMIS.

Some participants in a Rapid Rehousing program funded by ESG-CV may be offered and receive services paid for by other sources than ESG-CV and offered by organizations other than the ESG-CV provider. Such services should be recorded in the client record for the ESG-CV program if considered part of the ESG-CV program, or under a separate program enrollment.

HOUSING RELATED REQUIREMENTS

8. Unit Requirements

8.1 Rent Reasonableness

Units rented by participants in an ESG-CV funded Rapid Rehousing program must meet the standard for rent reasonableness. “Rent reasonableness” means that the total rent charged for a unit must be reasonable in relation to the rents being charged during the same time period for comparable units in the private unassisted market and must not be in excess of rents being charged by the same owner during the same time period for comparable non-luxury unassisted units. See more guidance regarding Rental Reasonableness [HERE](#).

A sample [Rent Reasonableness form](#) is provided in the appendix. Subrecipients may use an alternative rent reasonableness determination form that meets the requirements of the ESG regulations §576.106.

8.2 Checking Against applicable Payment Standards

The Fair Market Rent (FMR) is a benchmark established by HUD by region. The regular ESG program requires that the rent for units assisted meet *both* standards for rent reasonableness and rent at or below the Fair Market Rent (FMR). ***ESG-CV waives the requirement for use of the FMR.***

However, under the design for ESG-CV to serve in many circumstances as a bridge to a longer subsidy including subsidies provided under the Housing Choice Voucher, is strongly recommended that households expected to receive a long-term subsidy not be assisted to move into units that rent for more than the FMR or the applicable Payment Standard in the jurisdiction in which the unit is located.

Housing Providers must document decisions to rent a unit above the Payment Standard, including either documentation of a plan for the participant to take over the full rent, receive a subsidy that does not require units rent at FMR, or a plan for the tenant to move to another location that the participant has agreed to.

8.3 Habitability

8.4.1 Habitability Standard: In order to ensure that ESG funds are used in housing that meets minimum habitability standards, an inspection must be performed on every unit assisted. A description of the standard for permanent housing and a form that can be used to record the results of an inspection can be found [HERE](#).

8.4.2 Lead-based paint remediation and disclosure. The Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992 and implementing regulations apply to all housing occupied by program participants. More information can be found at the HUD Lead Safe Housing site [HERE](#).

8.4.3. Use of HQS: The ESG Habitability Standards are different from, and generally not as stringent as the Housing Quality Standards (HQS) used for other programs such as CoC Rental Assistance programs (i.e. Shelter Plus Care) and Housing Choice Vouchers. Because some participants in the ESG-CV program are anticipated to receive a HCV, Shelter Plus Care or other potential resources that may require the unit to meet HQS, operators are strongly encouraged to ensure that units either meet HQS initially or can be made to meet HQS prior to the transfer of the subsidy. HQS will be accepted in lieu of Habitability Standards, provided that compliance with Lead Paint Poisoning Act is included.

9. Leases and Rental Assistance Agreements

9.1. Leases

Once a unit has been identified and inspected, the housing agency must ensure that the participant/tenant receives a written one year lease or rental agreement from the landlord which clearly outlines the terms of tenancy and conforms with applicable California and local law.

9.1.1 VAWA-Mandated Requirements: Participant leases must include the following provisions in order to comply with the Violence Against Women Act:

The Landlord may not consider incidents of domestic violence, dating violence or stalking as serious or repeated violations of the lease or other "good cause" for termination of assistance, tenancy or occupancy rights of the victim of abuse.

The Landlord may not consider criminal activity directly relating to abuse, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant's family is the victim or threatened victim of that abuse.

The Landlord may request in writing that the victim, or a family member on the victim's behalf, certify that the individual is a victim of abuse and that the Certification of Domestic Violence, Dating Violence or Stalking, Form HUD-91066, or other documentation as noted on the certification form, be completed and submitted within 14 business days, or an agreed upon extension date, to receive protection under the VAWA. Failure to provide the certification or other supporting documentation within the specified timeframe may result in eviction.

If the lease does not cover the terms of the Violence Against Women Act then a lease addendum should be executed that covers these requirements. A copy of a [HUD VAWA Lease Addendum](#) can be found here.

9.1.2 Lease Bifurcation: Housing providers may bifurcate leases to evict, remove, or terminate assistance to a household member who engages in domestic-violence-related criminal activity without evicting, removing, or terminating assistance to, or otherwise penalizing, a victim of such criminal activity who is also a tenant or lawful occupant.

Financial assistance shall continue for the family member(s) who are not evicted or removed.

9.2 Rental Assistance Agreements

Providers of Rapid Rehousing assistance must ensure that the Landlord to whom payment is being made is apprised of the nature of the program, the anticipated support to the participant, the obligations of the landlord, and the manner in which the landlord may contact the program if there are concerns.

9.2.1 Rental Assistance Agreement Letter: At a minimum, the agency providing financial assistance will provide the landlord with a [Rental Assistance Agreement Letter](#) describing the program and outlining the basic support the participant is anticipated to receive. If using the letter, the landlord must sign the letter and return it to the agency.

9.2.2 Housing Assistance Payment (HAP) or other contract agreement: Agencies may prefer to use a contract or housing assistance payments (HAP) agreement that outlines in greater detail the rights and obligations of the parties. Use of such an agreement is acceptable if it covers all requirements in the ESG regulations §576.1 and this guidance.

9.3 Ownership/Tax Document

9.3.1 W-9: In addition, the housing agency shall collect a W-9 from the landlord or property management agency and follow all IRS reporting requirements.

9.3.2 Evidence of ownership: In order to determine that the landlord named on the lease is the legitimate owner of the property, the housing agency will use a database service, such as Realquest, or another manner to verify and document the ownership.

9.4 Documentation

Documentation related to the housing unit that must be kept in the Participant File includes:

1. An original or copy of the Rent Reasonableness/FMR determination
2. An original or copy of the Habitability or HQS inspection.
3. A copy of the Rental Assistance Agreement Letter or Housing Assistance Payment contract.
4. A copy of the tenant's lease, including the VAWA Lease Addendum if not included in lease.
5. Printout from the database used to verify the ownership of the unit.
6. Copy of the W-9 from the landlord. The original W-9 must be given to the program operator's finance division.

10. Emergency Transfer Plan

10.1 Qualifications for Emergency Transfer

A participant qualifies for an emergency transfer if:

1. The participant is a survivor of domestic violence, dating violence, sexual assault or stalking;
2. The participant expressly requests the transfer; *and*
3. Either:
 - a. The participant reasonably believes there is a threat of imminent harm from further violence if the participant remains in the same dwelling unit; or
 - b. If the participant is a survivor of sexual assault, the sexual assault occurred on the premises during the 90-calendar-day period preceding the date of the request for transfer.

10.2 Emergency Transfer Process

A participant may submit an emergency transfer request directly to program staff. A participant may seek an internal and external emergency transfer, or both at the same time if a safe unit is not immediately available. The program will take reasonable steps to support them in securing a new safe unit as soon as possible and a transfer may not be necessary.

Programs will ensure strict confidentiality measures are in place to prevent disclosure of the location of the participant's new unit to a person who committed or threatened to commit an act of domestic violence, dating violence, sexual assault, or stalking against the participant.

Where a family separates as part of the emergency transfer, the family member(s) receiving the emergency transfer will retain the rental assistance when possible. The program will work with the CoC and the household to support an effective transfer in situations where the program is not a good fit for the family member(s) receiving the emergency transfer.

10.2.1 Internal Transfer: Where the participant requests an internal emergency transfer within the same building or program, the program should take steps to immediately transfer the participant to a safe unit if a unit is available. Requests for internal emergency transfers should receive at least the same priority as the program provides to other types of transfer requests.

If a safe unit is not immediately available, program staff will inform the participant that a unit is not immediately available and explain the options to:

1. Wait for a safe unit to become available for an internal transfer,
2. Request an external emergency transfer, and/or
3. Pursue both an internal and external transfer at the same time in order to transfer to the next available safe unit in the CoC.

10.2.2 External Transfer: If a participant requests an external emergency transfer, the participant has priority over all other applicants, provided the household meets all eligibility criteria required by HUD and the program. After the agency communicates the participant's emergency transfer request, the Coordinated Entry Management Entity will refer the participant to the next available appropriate unit through the Coordinated Assessment System. The household retains their original homeless status for purposes of the transfer.

10.3 Documentation and Record Keeping

To request an emergency transfer, the participant should submit a written request to program staff, certifying that they meet the emergency transfer qualification requirements. The program may – but is not required to – request additional documentation of the occurrence for which the participant is requesting an emergency transfer. No other documentation is required.

Programs must retain records of all emergency transfer requests and their outcomes for a period of 5 years following the grant year of the program in which the household was a participant and report them to HUD annually. A model emergency transfer plan can be found [HERE](#).

REEVALUATION

11. Reevaluation of Need and of Eligibility

11.1 Annual Reevaluation

For programs operating with ESG-CV funding that is capped at 12 months of assistance, it is not expected that formal reevaluation will occur during the period in which assistance is provided. Households should be informed from the beginning that assistance is limited to a maximum of

12 months and focus should be placed on identifying a long-term resource or housing strategy for after the program is over.

Annual Reevaluation is required for any participant receiving more than 12 months of assistance. This applies to programs operating with ESG-CV funding covered by an approved Consolidated Plan amendment, waiver or revised Notice of HUD guidance permitting greater than 12 months assistance. The reevaluation must determine:

1. The participant has not received more than the permitted number of months of assistance.
2. The participant's income level is such that there is still a need to provide financial assistance in order to maintain housing stability.
 - a. Income is not greater than 30% of the Area Median Income (AMI)
3. The participant lacks the financial resources or support networks to secure their housing without continued assistance.

Annual reevaluation should be documented, including updated income verification and an updated participation agreement which certifies lack of resources to secure housing without assistance.

11.2 HMIS Update

The annual reevaluation is recorded in HMIS and used to update the participant's HMIS record with current information about housing and income.

11.3 Notification and Update Documents

Once the annual reevaluation of eligibility is completed, the household should be formally notified whether they will continue to receive assistance or not. If continuing to receive assistance, new documents, including an updated Participation Agreement should be prepared and discussed with the participant. If a household is not expected to have the subsidy extended, they should be notified of this determination at the earliest possible time and assisted to develop an alternative housing plan.

11.4 Periodic Reassessment of Need

Alameda County has adopted a more frequent reassessment standard for ESG-funded Rapid Rehousing which includes a review of need and ability to pay every three months during participation. ***This requirement does not apply to participants in the ESG-CV program who are on the Bridge Track.*** However, frequent and ongoing review of the participant's situation and needs should occur throughout the program to determine whether the participant is likely to be able to transition to the Rapid track or off of assistance or will need to be connected to an ongoing subsidy or move to a permanently affordable location such as affordable housing or PSH (Bridge Track).

PROGRAM TERMINATION, APPEALS AND EXIT

12. Ending Program Participation

Assistance under this program is intended to be temporary and to help participants secure housing that they can remain in without long-term financial support **or** to successfully bridge to another resource or unit with an ongoing subsidy.

12.1 No Termination for Lack of Service Participation

Under ESG-CV participants cannot be required to take part in services. However, they must provide the program with information needed to continue to determine eligibility, and to ensure that the program and the participant remain in good standing with the landlord.

12.2 Violation of Participation Agreement

Consistent violations of the Participation Agreement, including failure to provide required information to the Program as needed to continue to determine eligibility, may result in termination. If a program participant is violating the participation agreement, reasonable efforts will be made and documented by staff. Staff will provide written notice to the participant outlining program and/or lease violations and assist the participant to address the issue or correct the violation prior to terminating enrollment. ***Threatening or violent behavior towards staff, any other participant, or any other person connected to the property which they reside may be acted upon immediately.***

12.3 Written Notice

If a participant is determined to be in continued or grave violation of the participation agreement, a written Notice of Termination of Assistance will be provided to the program participant containing a clear statement of the reasons for termination, the date on which the termination will become effective, and the process for appealing the decision.

Participants receiving a Notice may request that the decision to terminate participation be reviewed by making a request to the designated supervisor within the agency – following the agency’s grievance policy. This request must be made in writing and must be reviewed within 10 calendar days. A written notice of the final decision will be issued to the participant within 14 calendar days.

A sample [Notification of Termination of ESG-CV Assistance](#) is provided in the Appendix of Forms. Subrecipients may use an alternative Notice of Termination form as long as it covers all of topic areas required under ESG regulations §576.402 and has been approved by the ESG-CV recipient.

12.4 Resuming Assistance

A program may resume assistance to a program participant whose assistance was previously terminated with the approval of the Program Manager, provide that continued assistance does not violate the applicable maximum subsidy period.

12.5 Program Exit

Upon completion of the program, or upon termination prior to completion, all members of the household should be exited from the program in HMIS. At this time, all information including household income, final address and housing status are recorded and updated.

- a. Participants who complete or leave the ESG-CV RRH program having received another permanent housing resource should be recorded as permanently housed with a subsidy.
- b. Participants who complete or leave the ESG-CV RRH program without another resource but still in housing should be recorded as permanently housed without an ongoing subsidy.

13. Grievances and Appeals

13.1 Program Appeals

ESG-CV subrecipients must notify participants of the agency's grievance policy at the time of program enrollment, including providing them with a written copy of the policy and keeping a copy of a signed version of the policy or other notification in the participant file. Housing agencies will follow their agency grievance and appeals process, through to the level of the highest ranking staff member of the agency or as may be otherwise specified in the agency's approved policy and procedures.

13.2 Appeal to Recipient

If there is a grievance specific to the ESG-CV program which has not been resolved through the agency grievance process, ESG program participants may appeal to the local Recipient. Recipients will follow their appeal process.

(Place on letterhead)

ESG-CV Program Participation Agreement

(click [here](#) to return to relevant section of the manual)

The ESG-CV Rapid Rehousing Program provides time-limited financial assistance and supportive services, if requested, to help households impacted by the COVID-19 pandemic gain housing and remain housed. I understand that this program may provide me with some or all of the following services:

1. Short to medium term financial assistance to support gaining and retaining housing which may include rental deposits, short to medium term rental assistance payments, and other assistance designed to help secure or retain housing.
2. Assistance finding and obtaining rental housing such as assistance getting identification, preparing housing applications, searching for housing, negotiating with landlords and other services.
3. Assistance developing an individualized service plan, and support to achieve my self-determined goals.
4. Referrals and support to apply for benefits for which I or a member of my household may be eligible.
5. Other services related to securing and retaining housing and to participation in services for which I and my household are eligible and wish to use.

I agree to do the following:

1. Provide accurate and honest information regarding myself and my household to the program as needed to determine eligibility.
2. Provide current proof of income when requested.
3. Pay my portion of rent on time every month and *immediately* advise the program if I have any trouble in doing so.
4. Provide any documentation required by the program as it pertains to my rent status or income, my household composition, the status of payments to my landlord, lease violations, or other information as may be needed to continue my participation.
5. Permit home visits and inspections of my housing during my participation in the program. (Advance notice will be provided.)
6. Respond in a timely fashion to offers of alternative and longer-term housing resources or programs.
7. Be contacted for follow-up phone calls about my participation for up to 24 months after I complete the program.

Certifications: (please initial each line and sign below)

I certify that I/my household do not have the financial resources or support networks to secure housing without assistance. _____

I certify that I/my household are not currently receiving any other tenant-based rental subsidy nor am I/are we being provided with replacement housing payments under the Uniform Relocation Act. _____

I have been given a copy of the Grievance Procedure and of the Notice of Occupancy Rights _____

I understand that this program is time-limited and will not provide financial assistance for more than the maximum permitted period _____

I understand that neither _____ (Agency name), _____ (Recipient Name) nor any party to the ESG-CV Program is responsible for my rent or for the terms of any lease I may sign. _____

I understand that my participation may be terminated if I do not follow the terms of this participation agreement. _____

Participant Name: _____

Other Household Members: _____

Participant Signature: _____ Date: _____

Program Specialist Name: _____ Agency Name : _____

Program Specialist Signature: _____ Date: _____

Rent Reasonableness and FMR Certification

(click [here](#) to return to relevant section of the manual)

	PROPOSED UNIT	COMPARISON UNIT #1	COMPARISON UNIT #2	COMPARISON UNIT #3
ADDRESS				
NUMBER OF BEDROOMS				
SQUARE FEET				
TYPE OF UNIT/CONSTRUCTION				
HOUSING CONDITION				
LOCATION/ACCESSIBILITY				
AMENITIES UNIT: SITE: NEIGHBORHOOD:				
AGE IN YEARS				
UTILITIES (TYPE)				
UNIT RENT UTILITY ALLOWANCE GROSS RENT				
HANDICAP ACCESSIBLE?				

A. Comparison with FMR or applicable Payment Standard

$$\text{Proposed Contract Rent} + \text{Utility Allowance} = \text{Proposed Gross Rent}$$

Approved rent [] does [] does not exceed applicable Payment Standard of \$_____.

B. Rent Reasonableness

Based upon a comparison with rents for comparable units, I have determined that the proposed rent for the unit [] is [] is not reasonable.

Name: _____ Signature: _____ Date: _____

Rental Assistance Agreement Letter

(click [here](#) to return to relevant section of the manual)

(date)

(landlord address)

_____ (Participant Name) has been approved to receive temporary financial assistance through the Emergency Solutions Grant- CV program. The program is designed to help the participant secure and retain housing and be a successful tenant. Our agency will maintain regular contact during their time in the program to assist them with any problems related to their housing or tenancy. The program does not, however, assume any responsibility for the tenant’s rent or for compliance with the lease. The tenant is fully responsible for complying with the terms of the lease he/she/they have with you.

The person named above has been approved for assistance with (check all that apply):

- A rental deposit in the amount of \$ _____
- A monthly rental subsidy in the amount of \$ _____ (currently approved until _____ date. This subsidy may be extended at the program’s discretion)

All other payments under the terms of the lease are the responsibility of the tenant.

[Name of Housing Agency] _____, will provide the above housing assistance payments to you beginning _____ [date]. By signing below, you agree to apply all payments you receive on the tenant’s behalf toward the specified housing-related costs on the check. The termination of housing assistance payments shall not affect the household's other rights under the lease.

The tenant is required to notify us if he or she moves; however, if you ever receive a subsidy check for a tenant who has moved, it is your responsibility to return the check to us. Financial assistance from this program can only be used toward the housing-related costs of the tenant named above while he/she/they reside in your housing. You also must notify us if during the term of this agreement you notify the tenant to vacate or if you lodge any complaint under state or local law to commence an eviction.

You are welcome to contact me if you have any questions or concerns regarding the program. [Name, title at XXX XXX-XXXX or housing specialist @ agency.org]. Thank you for working with us.

Sincerely,

I have read this agreement and I agree to accept payments on behalf of the tenant listed above as described in this letter. I have provided a W-9 form to the agency.

Property Owner/Property Manager Name: _____

Signature: _____ Date: _____

Notification of Termination of ESG-CV Assistance

(click [here](#) to return to relevant section of the manual)

You/your household has violated the terms of your ESG-CV Participation Agreement, signed by _____ on _____ (date.) The program violation(s) consist of

_____.

The program is hereby advising you that as of ___/___/_____ no further financial assistance will be provided to you/your household.

You/your household will be solely responsible for covering all housing and utility costs as of that date, per the terms of your lease with your landlord.

_____ (staff signature)

_____ (date)

I have reviewed and authorized this notification:

_____ (Supervisor signature)

_____ (date)

Procedure for due process: If you disagree with this determination, you may request a review of this decision within 10 days of the date of this notice by making a request **in writing*** to:

{job title}

{Address}

{Address}

The {job title} will review your request and may investigate your claims, ask to interview you, members of your household, your landlord, or call a hearing with yourself, agency staff, and any others that may be needed to review this decision. The {job title} must review your request and make a final determination within 14 calendar days. A written notice of the final decision will be provided to you.

**Reasonable accommodation: If you are unable to prepare a request in writing due to a disability and need a reasonable accommodation, you may request a specific accommodation, such as assistance in preparing the request, from the program manager or another staff member.*

Attachment 4

INSERT COPY OF 3/26/21 BERKELEY VOICE PROOF OF PUBLICATION

PY21 City of Berkeley Annual Action Plan – Summary of Citizen Participation & Outreach

Mode of Outreach	Target of Outreach	Summary of Response/ Attendance	Summary of Comments Received	Summary of Comments Not Accepted and Reasons
Email	EveryOne Home – Alameda County Homeless Continuum of Care	None.	None.	None.
Email	Local Businesses	None.	None.	None.
Email	Local Affordable Housing Developers	None.	None.	None.
Email	Faith-based Organizations	None.	None.	None.
City of Berkeley News Page	Email to list serve	None.	None.	None.
Mailer to BHA residents	Public Housing Residents	Winter 2021:	Comments and discussion included expanding outreach to more widely read outlets, adding detail about non-HUD funded program that the City has/is working on, exploring opportunities to enhance Berkeley’s fair housing work, and a comment about commission work to advance source of income discrimination.	All comments accepted.
Flyers at Recreation Centers	South & West Berkeley (NSA)	22 persons in attendance at		
Flyers at Affordable Housing Development	Residents of Affordable Housing	03/04/2021 Commission Hosted		
Flyers distributed to over 50 non-profit agencies serving low-income people	Low-income Population, including seniors and persons with disabilities	Meeting.		

<p>Flyers at two Berkeley Senior Centers</p>	<p>Seniors</p>	<p>Spring 2021: TBD phone calls. TBD emails received. 4/27/21 City Council Public Hearing, including TBD public comments.</p>		
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**NOTICE OF PUBLIC HEARING
BERKELEY CITY COUNCIL
&
REQUEST FOR COMMENTS ON THE CITY'S ANNUAL ACTION PLAN**

The Health, Housing & Community Services Department is proposing a Public Hearing addressing the proposed **Annual Action Plan for Program Year (PY) 2021** (7/01/21-6/30/22) which includes recommended allocations of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnership Program (HOME) funds.

The hearing will be held on **Tuesday, April 27, 2021, at 6:00 P.M.**, via videoconference pursuant to Governor's Executive Order N-29-20.

A copy of the agenda material for this hearing will be available on the City Council agenda webpage at https://www.cityofberkeley.info/Clerk/City_Council/City_Council_Agenda_Index.aspx in advance of the meeting. **Once posted, the agenda for this meeting will include a link for public participation using Zoom video technology.**

The proposed **PY 2021 Annual Action Plan** required by the U.S. Department of Housing and Urban Development, outlines the City's housing and community development program for the period July 1, 2021 through June 30, 2022. The plan also outlines the allocation of \$2,972,900 (estimate) in **Community Development Block Grant (CDBG)** funds available for housing related activities, improvement of public facilities, public services, and planning and administration. In addition, the plan outlines the proposed use of approximately \$234,354 (estimate), the majority of which is used for rapid re-housing financial assistance, outreach and/or shelter for people who are homeless in Berkeley under the **Emergency Solutions Grant (ESG)**, and the use of approximately \$778,203 (estimate) in **HOME** funds for affordable housing development and rehabilitation.

PUBLIC COMMENT PERIOD: The public also has from March 26, 2021 through April 27, 2021 to submit written comments on the PY2021 Annual Action Plan. **A draft of the Plan will be available for public review** on the web at <http://www.cityofberkeley.info/ContentDisplay.aspx?id=12160>.

All written comments must be sent to both rbabka@cityofberkeley.info AND CPD_COVID-19WaiverSFO@hud.gov no later than April 27, 2021, at 5:00 p.m.

For more information only, contact Rhianna Babka (email: rbabka@cityofberkeley.info) at the Health, Housing and Community Services Department 2180 Milvia Street, 2nd Floor, Berkeley, 94704.

Accommodations Provided Upon Request. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6342 (V) or 981-6345 (TDD) at least three business days before the meeting date. Providing at least three working days' notice will help to ensure availability at the meeting.

El Departamento de Servicios de Salud, Vivienda y Servicios Comunitarios propone una audiencia pública para tratar el **Plan de Acción Anual para el Año (PY) 2021** (7/01/21 - 6/30/22), el cual incluye las asignaciones recomendadas de fondos de la Beca de Desarrollo del Bloque Comunitario (Community Development Block Grant- CDBG), Beca de Soluciones de Emergencia (Emergency Solutions Grant - ESG) y la beca HOME.

La audiencia se llevará acabo el **martes, 27 de abril del 2021 a las 6:00 P.M.** por medio de conferencia de video, conforme al Orden Ejecutivo del Gobernador N-29-20.

Una copia de la agenda para esta audiencia será disponible en el sitio https://www.cityofberkeley.info/Clerk/City_Council/City_Council_Agenda_Index.aspx antes de la audiencia. En cuanto este disponible, la agenda para esta audiencia incluirá un 'link' para participación publica usando la tecnología de Zoom.

El **Plan de Acción Anual PY 2021** que cubre el período a partir del 1o de julio del 2021 hasta el 30 de junio de 2022 es un requisito del Departamento de Vivienda y Desarrollo Urbano de los E.E. U.U. (HUD siglas en inglés) y resume los programas de vivienda y desarrollo comunitario. El plan también enumera la distribución de aproximadamente \$2,972,900 que la Ciudad recibirá por medio de la de la Beca de Desarrollo del Bloque Comunitario (Community Development Block Grant - CDBG) para financiar programas de vivienda, mejoras de infraestructura de edificios públicos, servicios públicos y la administración y planificación de los mismos. Además, el plan también explica el uso propuesto de aproximadamente \$234,354 que en su gran mayoría será usado para la relocalización rápida de vivienda dando ayuda financiera, información y/o refugio a las personas desamparadas de Berkeley, estos fondos son parte de la Beca de Soluciones de Emergencia (Emergency Solutions Grant - ESG). También explica como se usarán los fondos de la Beca HOME, aproximadamente \$778,203 que se usarán para el desarrollo y rehabilitación de viviendas.

PERIODO DE COMENTARIO PÚBLICO: A partir del 26 de marzo del 2021 y hasta el 27 de abril del 2021, el público podrá presentar comentarios por escrito sobre el Plan de Acción Anual PY 2021. Un borrador del **Plan está disponible al público** en el Internet en la página electrónica <http://www.cityofberkeley.info/ContentDisplay.aspx?id=12160>. Cualquier comentario escrito tiene que ser entregado a rbabka@cityofberkeley.info Y CPD_COVID-19WaiverSFO@hud.gov no mas tarde que el 27 de abril, 2021 a las 5:00 p.m.

Si necesitan más información o si desean presentar comentarios por escrito, favor comunicarse con Roxana Andrade-Lizarzaburu al 510.981.5402 o por correo electrónico a randrade@cityofberkeley.info .

伯克萊市
公眾視訊聽證會通知
及
計劃評論徵求
關於市政府的年度行動之綜合計劃書

伯克萊市房屋及社區服務部門將提出公開聽證會針對市政府的**2021財政年度 (07/01/2021-06/30/2022) 行動之綜合計劃書**。伯克萊市政府將邀請公眾人士對伯克萊市政府的年度行動之綜合計劃書加以檢討及評論。該計劃書將提出對於社區發展經費 (CDBG) , 緊急解決方案撥款 (ESG) 和房屋投資合作計劃 (HOME) 的資金分配建議。

此次聽證會將在2021年4月27日, 星期二, 下午6:00舉行。这次会议將會是根据加利福尼亞州第N-29-20号行政命令通过电视会议进行。

該聽證會議程材料的副本可於聽證會舉行之前在市議會議程網頁上找到：

https://www.cityofberkeley.info/Clerk/City_Council/City_Council_Agenda_Index.aspx 發布後, 本次會議的議程將包括一個使用Zoom video技術的公眾參與鏈接。

此**2021財政年度 行動之綜合計劃書**擬議計劃是根據住房和城市發展部門 (HUD) 財務資助接受者所提出的流程。此計劃書概述了伯克萊市政府的城市住房和社區發展計劃。該計劃書有效運轉期為2021年7月1日至2022年6月30日。該計劃還概述了在**社區發展經費 (CDBG)** 中分配的\$2,972,900美元 (估計), 用於與住房有關的活動, 公共設施的改善, 公共服務以及規劃和管理。此外, 該計劃還概述了大約\$234,354美元 (估計) 的擬議用途, 其中大部分用於根據**緊急解決方案撥款 (ESG)** 為伯克利無家可歸者提供快速重新安置的財政援助, 外展和/或庇護, 以及動用約\$778,203美元 (估計) 的**HOME**資金用於經濟適用房的開發和修復。

公共評論期 : 公眾可以在2021年3月26日至2021年4月27日之間提交書面評論。該計劃的草案可在以下網站上進行公開審查 :

<http://www.cityofberkeley.info/ContentDisplay.aspx?id=12160>

所有书面评论必须不迟于2021年4月27日下午5:00同時发送至**rbabka@cityofberkeley.info**和**CPD_COVID-19WaiverSFO@hud.gov**。

請僅在需要更多有關此主題信息時, 联系伯克萊市房屋及社區服務部門的Rhianna Babka小姐(電郵 : rbabka@cityofberkeley.info), 地址: 2180 Milvia St., 2nd Floor, Berkeley, CA 94704。

市政府將根據要求提供視聽支持。如果您需要有關殘障人士的技術協助, 包括輔助工具或服務, 請至少在會議開始前三個工作日致電(510) 981-6342 (V) 或 (510)981-6345 (TDD) 與殘疾服務專員聯繫。如能在會議日期前三個工作日發出技術協助通知, 我們將盡力確保您毫無困難地參加會議。