

## CONSOLIDATED PLAN ADVISORY BOARD (CPAB)

### MINUTES

Wednesday, April 13, 2021

### VIRTUAL CPAB MEETING

([LINK](#))

| BOARD MEMBERS PRESENT                                                                                                                                                                                                                                                                                           | BOARD MEMBERS ABSENT                                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>Eileen Gonzales, Council District 3</li> <li>Brenda Campbell, Council District 4</li> <li>Patrick Batten, Council District 5</li> <li>Rich Thesing, Council District 7</li> <li>Victoria Barba, Council District 8</li> <li>Peter Dennehy, Council District 9</li> </ul> | <ul style="list-style-type: none"> <li>VACANT, Council District 1</li> <li>VACANT, Council District 2</li> <li>VACANT, Council District 6</li> </ul> |

| STAFF PRESENT                                                                                                                                                                                                                                                                                                                     | ATTENDANCE                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>Monica Hardman, Assistant Deputy Director</li> <li>Angela Nazareno Clark, Program Manager</li> <li>Michele Marano, Community Development Coordinator</li> <li>Leonardo Alarcon, Community Development Specialist</li> <li>Nadine Hassoun, Community Development Project Manager</li> </ul> | <p><i>(Public had access to meeting via Zoom Webinar and youtube link)</i></p> |

### Call to Order

1. Mr. Peter Dennehy called the meeting to order at 1:04 PM. Mr. Dennehy took role call; 6 board members were present. Quorum was achieved at the same time.

### Board Member Announcements

2. No board member announcements were made

### Staff Announcements

3. Ms. Nadine Hassoun also announced that the Legal Aid Society of San Diego, Inc. and the City of San Diego are offering a free Fair Housing Training for Housing Providers via webinar on Thursday, April 22, 2021 at 10:00 AM. Additional details and registration information can be found posted on our website, [www.sandiego.gov/fairhousing](http://www.sandiego.gov/fairhousing).

**Approval of Minutes**

4. Mr. Rich Thesing made the motion to approve the March 10, 2021 meeting minutes. Mr. Patrick Batten seconded the motion. The minutes were approved, 6-0.

**Non-agenda Public Comment**

5. *No non-agenda public comments were received.*

**Action Items**

6.
  - a. **Draft Fiscal Year (FY) 2022 Annual Action Plan**

The City of San Diego's Draft FY 2022 Annual Action Plan identifies the projects and programs to be funded by the following programs: Community Development Block Grant (CDBG), Home Investment Partnership (HOME), and the Emergency Solutions Grant (ESG). The CPAB was asked to recommend the FY 2022 Annual Action Plan to City Council for approval.

*Please see attached presentation for more information.*

Mr. Thesing made a motion to recommend the FY 2022 Annual Action Plan to City Council for approval. Ms. Victoria Barba seconded the motion. The motion passed unanimously, 6-0.
  - b. **Proposal to Adjourn the May and June 2021 CPAB Meetings**

The CPAB was asked to consider adjournment of the May 12, 2021 and June 09, 2021 meetings. Ms. Barba made the motion to adjourn the meetings. Mr. Batten seconded the motion. The motion passed unanimously, 6-0.

**Discussion Items**

7.
  - a. **FY 2022 CDBG Applications Process Review**

Ms. Hassoun presented responses from the application survey from all interested parties and evaluated recommendations for future application cycles.

*Please see attached presentation for more information.*

**Adjournment**

8. Mr. Dennehy adjourned the meeting at 1:58 PM.

Economic Development Department

# Fiscal Year (FY) 2022 Annual Action Plan and Associated Actions

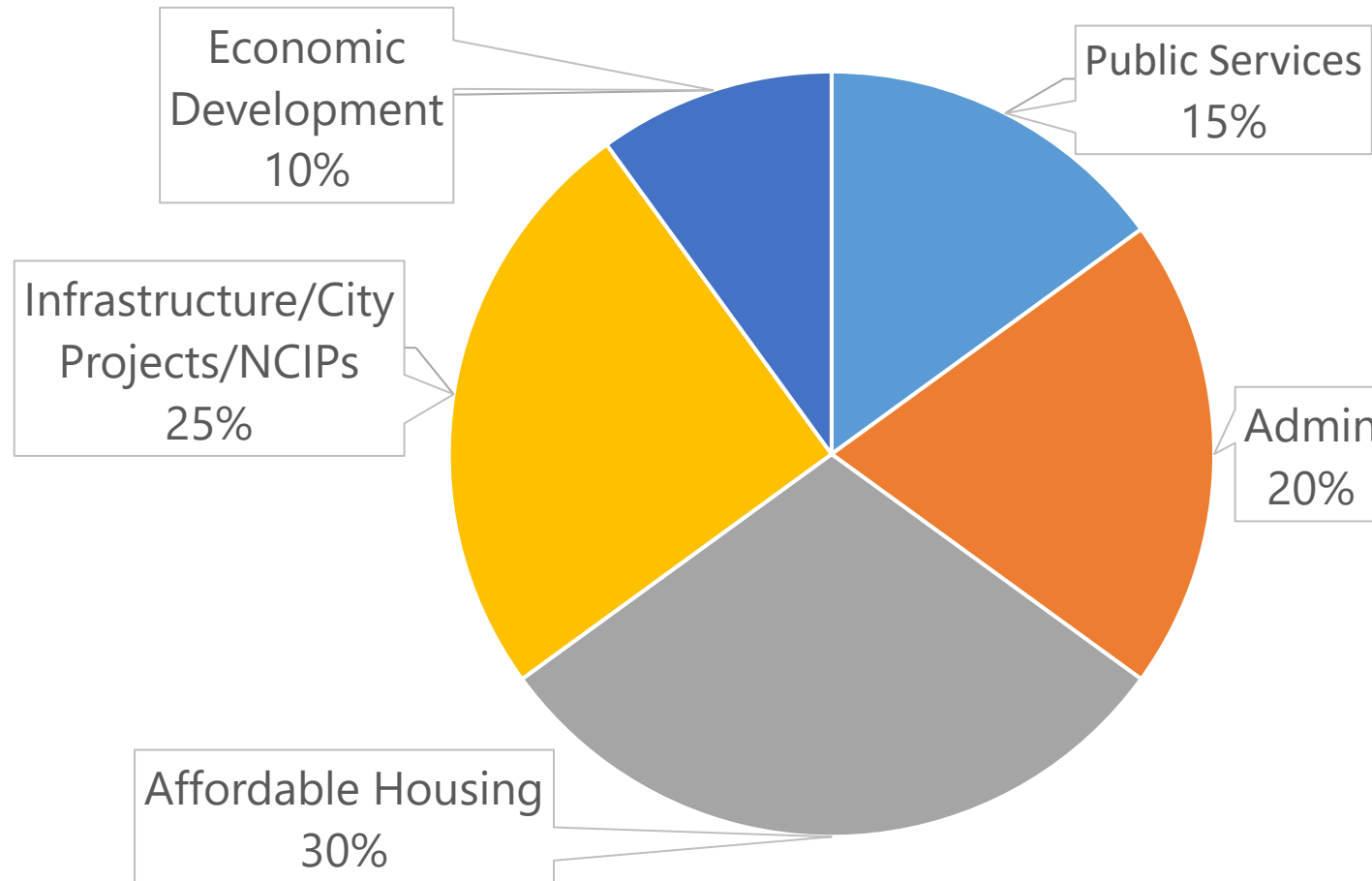
Consolidated Plan Advisory Board

April 13, 2021

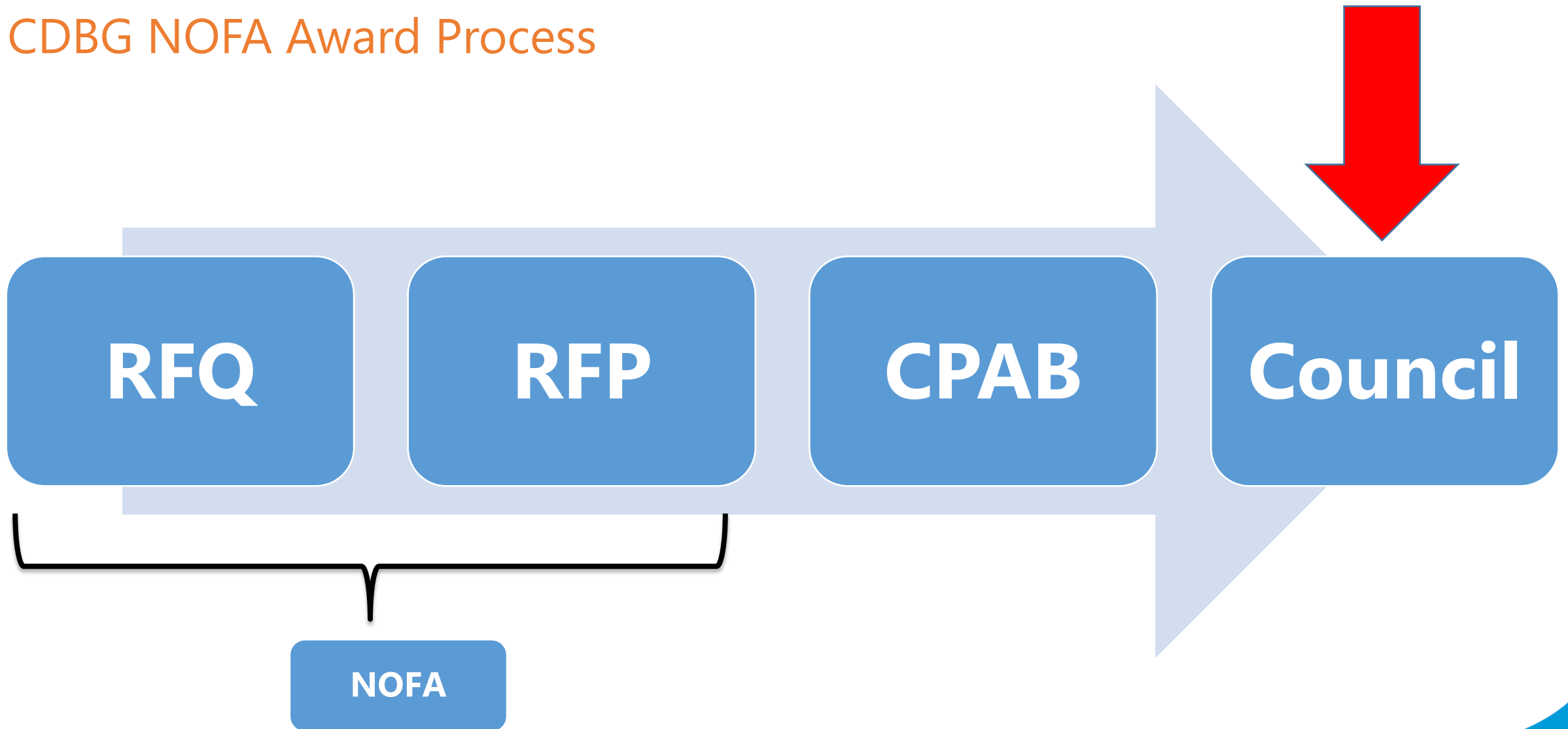
## Requested Actions (CPAB)

The CPAB is asked to recommend Council approval of the FY 2022 Annual Action Plan, as presented by Staff.

## Consolidated Plan | CDBG Budgetary Priorities



## CDBG NOFA Award Process



## Economic Development

Accion San  
Diego

Access

Horn of Africa

Karen  
Organization

Logan Heights  
CDC

Mission Edge

Somali Family  
Service of SD

## Capital Improvement Projects (Facilities)

Catholic  
Charities of SD

Family Health  
Centers of SD

Jewish Family  
Services of SD

Serving  
Seniors

Urban Corps of  
SD

## Capital Improvement Projects – Multifamily Housing Rehabilitation

Wesley House Student  
Residence

## Public Services

Family Health  
Centers of SD

Mama's Kitchen

Meals-On -  
Wheels

SD Continuing  
Education  
Foundation

Kitchens for Good

Serving Seniors

Dreams for  
Change

Metropolitan Area  
Advisory  
Committee on  
Anti-Poverty

## Annual Action Plan | Purpose

- Informed by the City's 5-Year Consolidated Plan
- Must address 7 Consolidated Plan goals
- Identifies FY 2022 projects and programs
- Includes budgets for 3 HUD entitlement grant programs

## Annual Action Plan | HUD Entitlement Grants

### Community Development Block Grant (CDBG) Program

FY 22 - \$12,297,444

*Program Income - \$15,379,698*

*Reprogrammed Funds - \$457,205*

**Total = \$28,134,347**

### Home Investment Partnership Program (HOME)

FY 22 - \$5,782,329

*Program Income - \$493,800*

*Prior Years - \$7,543,381*

**Total = \$13,819,511**

### Emergency Solutions Grant (ESG)

FY 22 - \$1,047,275

## CDBG NOFA: Category Allocation Totals

### Public Services

- 8 Projects – Totaling \$634,762

### Nonprofit Multi-Family Housing

- 1 Project – Totaling \$163,939

### Nonprofit Facility Improvements

- 5 Projects – Totaling \$1,508,703

### Community Economic Development

- 7 Projects - Totaling \$1,125,416

## CDBG | Additional Allocations

- Homeless Services from the CP 700-02 set aside
- Continuing Projects and Eligible Activities
- City Capital Improvement Projects

## Homeless Programs | CP 700-02

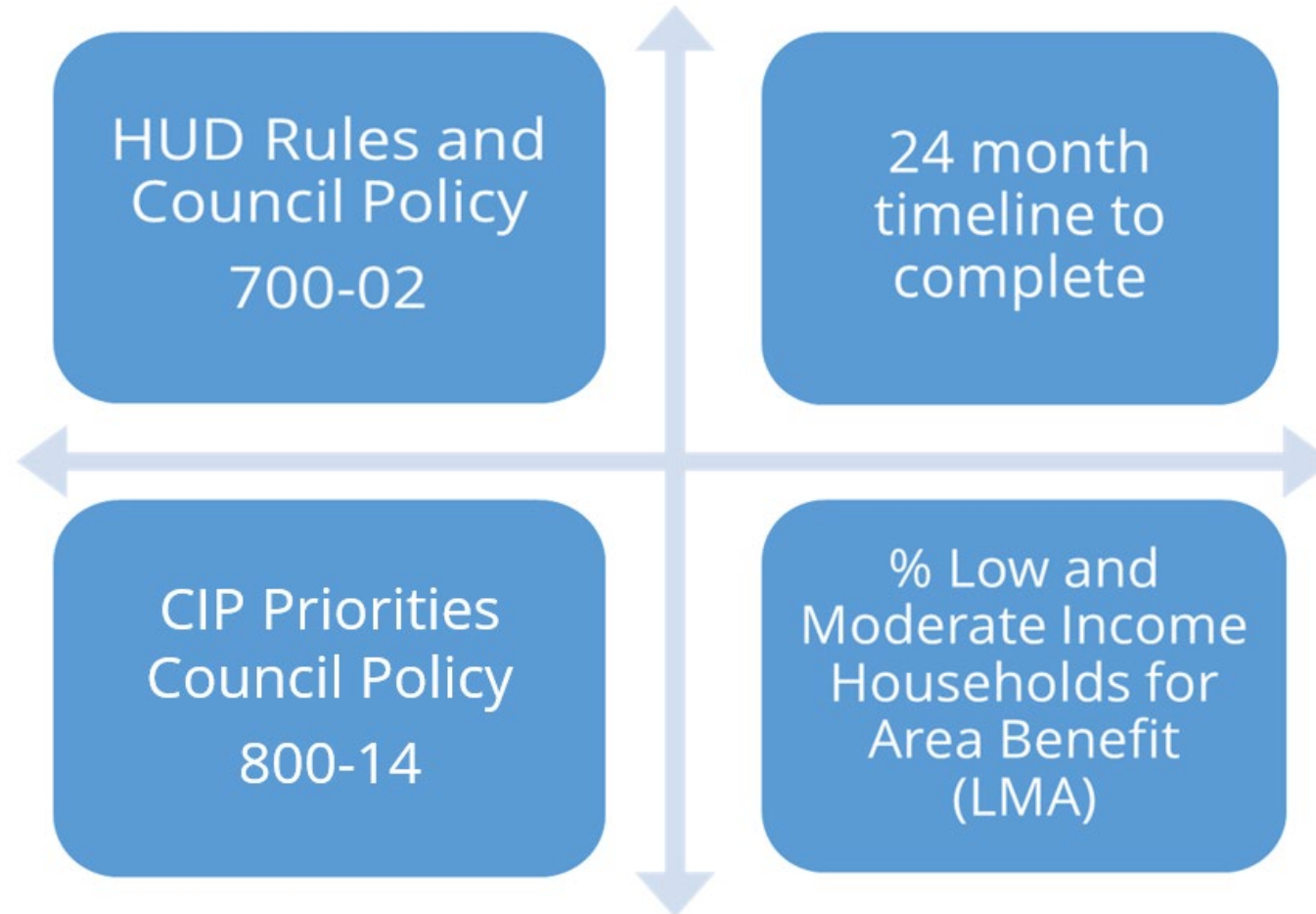
| Project Title                           | Proposed FY 22<br>CDBG Funds |
|-----------------------------------------|------------------------------|
| Connections Housing Interim Bed Program | \$303,575                    |
| Emergency Shelter for Families          | \$205,602                    |
| Day Center for Homeless Adults          | \$541,250                    |
| Interim Housing for Homeless Adults     | \$267,351                    |
| <b>TOTAL</b>                            | <b>\$1,318,078</b>           |

*\*Individual project allocations subject to change, based upon need throughout the fiscal year.  
Amounts listed reflect the historical need.*

## Continuing Projects And Eligible Activities

| Continuing Projects                     |                    | Proposed FY22 CDBG Funds |                     |
|-----------------------------------------|--------------------|--------------------------|---------------------|
| Homelessness Response Center Operations |                    | \$1,000,000              |                     |
| TechHire San Diego                      |                    | \$800,000                |                     |
| CONNECT2Careers                         |                    | \$200,000                |                     |
| Library NExT                            |                    | \$198,731                |                     |
| <b>TOTAL</b>                            |                    | <b>\$2,198,731</b>       |                     |
| Eligible Activities                     | FY21 CDBG Funds    | FY22 CDBG Funds          | TOTAL by Activity   |
| Affordable Housing NOFA                 | \$2,234,266        | \$8,522,271              | <b>\$10,756,537</b> |
| Community Economic Development NOFA     | \$0                | \$1,688,019              | <b>\$1,688,019</b>  |
| <b>TOTAL by Fiscal Year</b>             | <b>\$2,234,266</b> | <b>\$10,210,290</b>      |                     |

## CDBG Eligibility Considerations



## CDBG Funding For City CIPs

| CDBG Resources             |                    |
|----------------------------|--------------------|
| FY22 HUD Annual Allocation | \$5,439,000        |
| FY21 HUD Annual Allocation | \$2,336,060        |
| <b>TOTAL</b>               | <b>\$7,775,060</b> |

## CDBG Funding For City CIPs

| City Department              | Proposed Project                                                | CDBG Funds Requested | Council District | LMI % |
|------------------------------|-----------------------------------------------------------------|----------------------|------------------|-------|
| Transportation & Storm Water | University Avenue Complete Street-Phase 1                       | \$1,100,000          | 9                | 100   |
|                              | Howard Avenue- Village Pine to Iris Avenue Sidewalk             | \$600,060            | 8                | 79    |
|                              | College Ave- Meridian to Judy McCarty Way Sidewalk              | \$900,000            | 4                | 83    |
|                              | Woodman Street- Cielo Drive to Pagel Place Sidewalks            | \$100,000            | 4                | 69    |
|                              | Elm Street Sidewalk – 14 <sup>th</sup> Street to Thermal Avenue | \$250,000            | 8                | 77    |

## CDBG Funding for City CIPs

| City Department      | Proposed Project                                  | CDBG Funds Requested | Council District | LMI % |
|----------------------|---------------------------------------------------|----------------------|------------------|-------|
| Parks and Recreation | Southeastern Mini Park Improvements – Clay Avenue | \$575,000            | 8                | 87    |
|                      | Linda Vista Skate Park Phase 2                    | \$180,000            | 7                | 51    |
|                      | John F. Kennedy Neighborhood Park Improvements    | \$3,000,000          | 4                | 72    |
|                      | Hard Court Improvements – Five Locations          | \$1,070,000          |                  |       |
|                      | • Silverwing Community Park                       |                      | 8                | 55    |
|                      | • Willie Henderson Sports Complex                 |                      | 9                | 76    |
|                      | • Southcrest Community Park                       |                      | 9                | 78    |
|                      | • Encanto Community Park                          |                      | 4                | 58    |
|                      | • Grant Hill Neighborhood Park                    |                      | 8                | 76    |



SAN DIEGO  
HOUSING  
COMMISSION

We're About People

# San Diego Housing Commission (SDHC) City of San Diego Fiscal Year (FY) 2022 HOME Investment Partnerships Program (HOME)

Consolidated Plan Advisory Board  
April 7, 2021

Liliana Caracoza  
Senior Program Analyst  
Real Estate Division  
San Diego Housing Commission

# HOME Investment Partnerships Program

## SDHC Contract Administrator

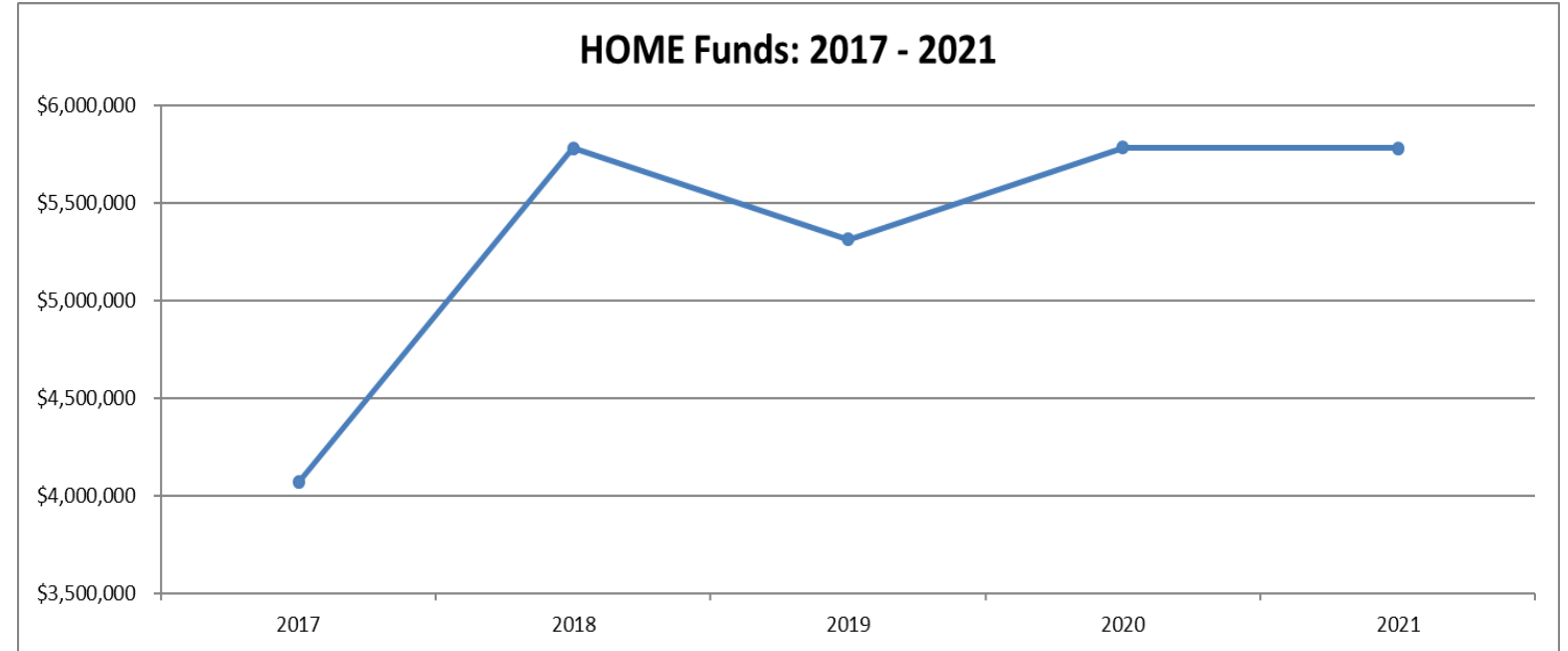
- The Federal HOME Investment Partnerships Program (HOME) was created in 1990.
- HOME funds are awarded by the U.S. Department of Housing and Urban Development (HUD) to the City of San Diego and are administered by SDHC.
- HOME provides federal funds from HUD for the following housing activities:
  - Construction of affordable housing
  - Acquisition and rehabilitation of affordable housing
  - Owner-occupied housing rehabilitation
  - First-time homebuyer down-payment assistance and counseling
  - Tenant-based rental assistance (TBRA)
- In Fiscal Year (FY) 2022 (July 1, 2021 – June 30, 2022), SDHC proposes allocating HOME funds to affordable rental housing unit production and first-time homebuyer assistance.



# HOME Investment Partnerships Program

## Prior Program Year Funding

| Program Year | Funding Award |
|--------------|---------------|
| 2017         | \$4,068,804   |
| 2018         | \$5,778,826   |
| 2019         | \$5,312,011   |
| 2020         | \$5,780,859   |
| 2021         | \$5,779,526   |



# HOME Investment Partnerships Program

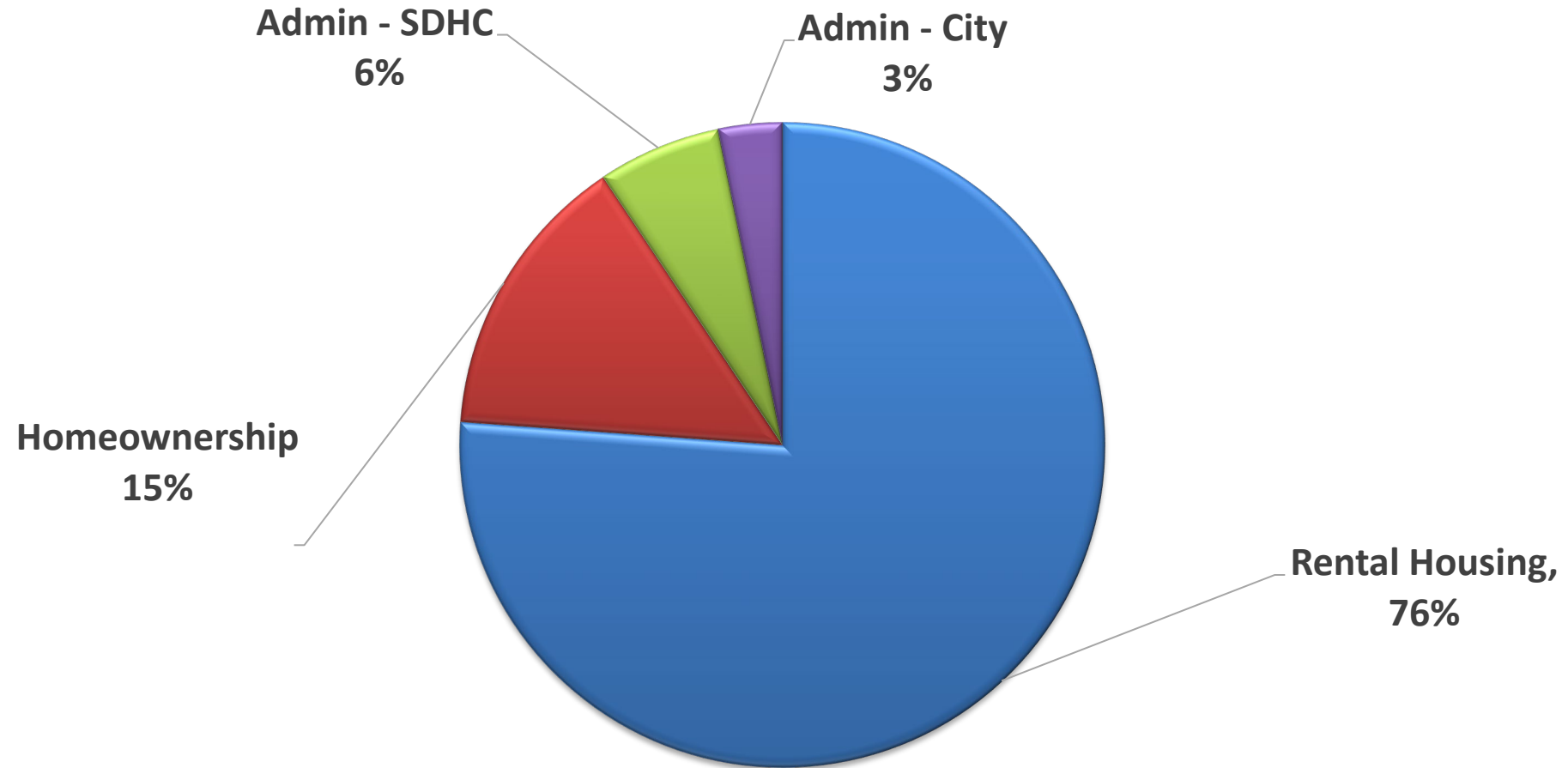
## FY 2022 Sources and Uses of HOME Funds

| Activity       | FY 22<br>Anticipated<br>Grant<br>Allocation | Anticipated<br>Program<br>Income | Prior Years’<br>Grant<br>Allocation | Prior Years’<br>Program<br>Income | Funding by<br>Activity |
|----------------|---------------------------------------------|----------------------------------|-------------------------------------|-----------------------------------|------------------------|
| Rental Housing | \$5,204,096                                 | \$ 444,420                       | \$4,717,815                         | \$156,444                         | \$10,522,775           |
| Homeownership  | \$ -                                        | \$ -                             | \$ -                                | \$2,000,000                       | \$ 2,000,000           |
| Admin – SDHC   | \$ 346,940                                  | \$ 49,380                        | \$ -                                | \$ 458,284                        | \$ 854,604             |
| Admin – City   | \$ 231,293                                  | \$ -                             | \$ 210,839                          | \$ -                              | \$ 442,132             |
| Sub-total      | \$5,782,329                                 | \$ 493,800                       | \$4,928,654                         | \$2,614,728                       |                        |
| FY 22 Total    | \$13,819,511                                |                                  |                                     |                                   |                        |





# HOME Investment Partnerships Program FY 2022 Budget





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HOUSING  
COMMISSION

# HOME Investment Partnerships Program Rental Housing Properties



Encanto Village  
\$960,000 HOME Funds  
66 Total Units

Project Rendering  
The Ivy Senior Apartments  
\$2,000,000 HOME Funds  
53 Total Units





SAN DIEGO  
HOUSING  
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San Diego Housing Commission  
City of San Diego FY 2022  
Emergency Solutions Grant (ESG)  
Consolidated Plan Advisory Board  
April 7, 2021

Jessica Adamo  
Housing Programs Manager  
Homeless Housing Innovations Division  
San Diego Housing Commission

# Emergency Solutions Grant

## SDHC Contract Administrator

- U.S. Department of Housing and Urban Development (HUD) formula-based grant to municipalities, states, and urban counties to provide funding for homelessness activities.
- Plans for use of funds must be included in the Consolidated Plan Action Plan and reported in the Consolidated Annual Performance and Evaluation Report (CAPER).
- Activities must be coordinated with the local homeless Continuum of Care.
- Eligible activities include:
  - Outreach and Engagement
  - Shelter Operations
  - Homelessness Prevention
  - Rapid Rehousing
  - Homeless Management Information System (HMIS)
  - 7.5% for administration of the grant
- SDHC administers the ESG Program on behalf of the City of San Diego.



# Emergency Solutions Grant

## Local Funded Programs

- **Interim Shelters:**
  - Three shelters operated individually by three nonprofit organizations
  - Provide safe and low-barrier interim housing:
    - Stabilization and supportive services to prepare individuals and families for the most appropriate longer term or permanent housing
    - Basic needs: beds and residential furnishings, meals, access to showers and restrooms, laundry facilities, mail services, belongings storage
- **Rapid Rehousing:**
  - One program operated by one nonprofit organization
  - Permanent housing for households experiencing homelessness
    - Housing navigation and case management services
    - Payment of utility arrears for up to 6 months
    - Payment of security and utility deposits
    - Rental and utility payment assistance for up to 24 months
  - Security Deposit Plus (SD+) Program
    - Security deposits, utility/rental arrears, and pre-housing costs



# Emergency Solutions Grant Interim Shelters

## Interim Housing for Adults Experiencing Homelessness

- Located at the Paul Mirable Center (PMC) at St. Vincent de Paul Village's Downtown San Diego Campus
- \$196,867 in ESG funds for FY2021
- Provides up to 350 beds
- Serves a minimum of 1,390 single adults annually

## Connections Housing Interim Bed Program

- Located at the Connections Housing Facility in Downtown San Diego, operated by People Assisting the Homeless
- \$123,618 in ESG funds for FY2021
- Provides up to 134 beds
- Serves a minimum of 500 single adults annually

# Emergency Solutions Grant Interim Shelters (Continued)

## **Family Shelter Interim Housing Program (Formerly Cortez Hill)**

- Units currently located at Palm Avenue and operated by Alpha Project for the Homeless
- \$305,626 in ESG funds for FY2021
- Serves a minimum of 135 families with children annually



# Emergency Solutions Grant Rapid Rehousing Program

- Houses a minimum of 32 families experiencing homelessness each year
- Located in scattered sites throughout City
  - Providers work with independent landlords to help secure housing
  - Must pass habitability inspection
- Clients referred through the San Diego's Regional Continuum of Care Coordinated Entry System (CES)
- \$339,143 in ESG Funds for FY21
  - \$250,000 allocated to PATH
  - \$89,143 allocated to SD+ (administered by SDHC)



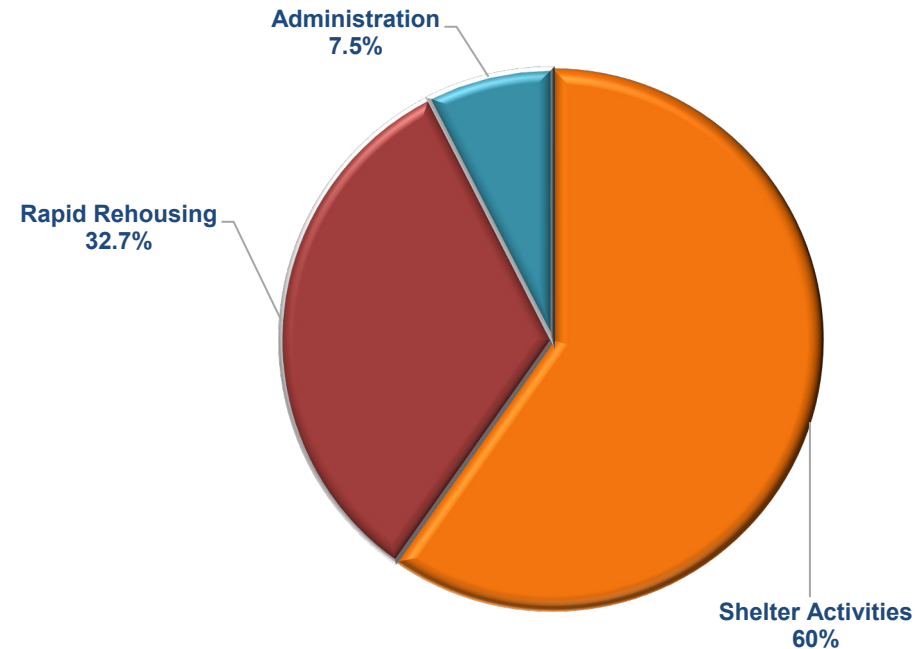
# Emergency Solutions Grant Proposed FY2022 Activities

|                           |                  |
|---------------------------|------------------|
| <b>Shelter Activities</b> | <b>\$626,111</b> |
| Family Shelter            | \$305,626        |
| Connections Housing       | \$123,618        |
| PMC Interim Housing       | \$196,867        |

|                            |                  |
|----------------------------|------------------|
| <b>Rapid Rehousing/SD+</b> | <b>\$342,619</b> |
|----------------------------|------------------|

|                       |                 |
|-----------------------|-----------------|
| <b>Administration</b> | <b>\$62,837</b> |
| <i>City Admin</i>     | <i>\$15,709</i> |

|                             |                    |
|-----------------------------|--------------------|
| <b>Total ESG Allocation</b> | <b>\$1,047,275</b> |
|-----------------------------|--------------------|



## Consolidated Plan Advisory Board Recommendations

Virtual meeting - March 10, 2021

FY22 Annual CDBG Award Recommendations

Virtual meeting - April 13, 2021

FY22 Annual Action Plan: Incorporating all Entitlement Programs (CDBG, HOME, and ESG) recommended projects/activities

## Important Benchmarks

| Date           | Benchmark                             |
|----------------|---------------------------------------|
| April 2, 2021  | 30-Day Public Comment Period   Starts |
| April 13, 2021 | CPAB Recommendations                  |
| April 14, 2021 | Actions Presented to PSLN             |
| April 27, 2021 | Actions Presented to City Council     |
| May 1, 2021    | 30-Day Public Comment Period   Ends   |
| May 14, 2021   | Final Documents Submitted to HUD      |

## Requested Actions (CPAB)

The CPAB is asked to recommend Council approval of the FY 2022 Annual Action Plan, as presented by Staff.

Economic Development Department

# Applicant & CPAB Fiscal Year (FY) 2022 Community Development Block Grant (CDBG) Application Process Review

Consolidated Plan Advisory Board  
April 13, 2021

## Changes in FY 2022

- Public Services CARES Act NOFA
- Elimination of Sustainability and Small and Emerging Categories
- Virtual workshops and technical assistance meetings
- No performance indicator deductions
- Staff met with disqualified organizations

## FY 2022 CDBG RFP Summary

### Public Services

- 8 Projects: \$634,762

### Community Economic Development

- 7 Projects: \$1,125,416

### Nonprofit CIP (Facilities)

- 5 Projects: \$1,508,703

### Nonprofit CIP (Multifamily Housing)

- 1 Project: \$169,939



## FY 2022 Application Process Survey

- Released on March 12, 2021
- 28 Respondents
- 18 Questions
- Questions on RFQ phase, RFP phase, ED Grants system, and overall experience.

A screenshot of the first page of a survey titled 'The City of San Diego'. The page has a blue header with the city logo. The main content area is white with blue text. It includes a welcome message, a statement of purpose for the survey, a confidentiality notice, an appreciation message, and a deadline. At the bottom, there is a 'Next' button, a progress bar showing 1 of 6 pages, and a footer indicating the survey is powered by ArcGIS Survey123.

**The City of  
SAN DIEGO**

The City of San Diego is constantly striving to improve our application processes, and we depend on your feedback to make positive changes.

We would like to know more about your experience working with the Economic Development Department's Community Development Division during the Request for Qualifications and Request for Proposal (RFQ/RFP) phases of applying for **Community Development Block Grant (CDBG)** funding or **CARES Act** funding for Fiscal Year 2022 (FY2022).

Your identity and responses will remain confidential.

We greatly appreciate your participation in this brief survey.

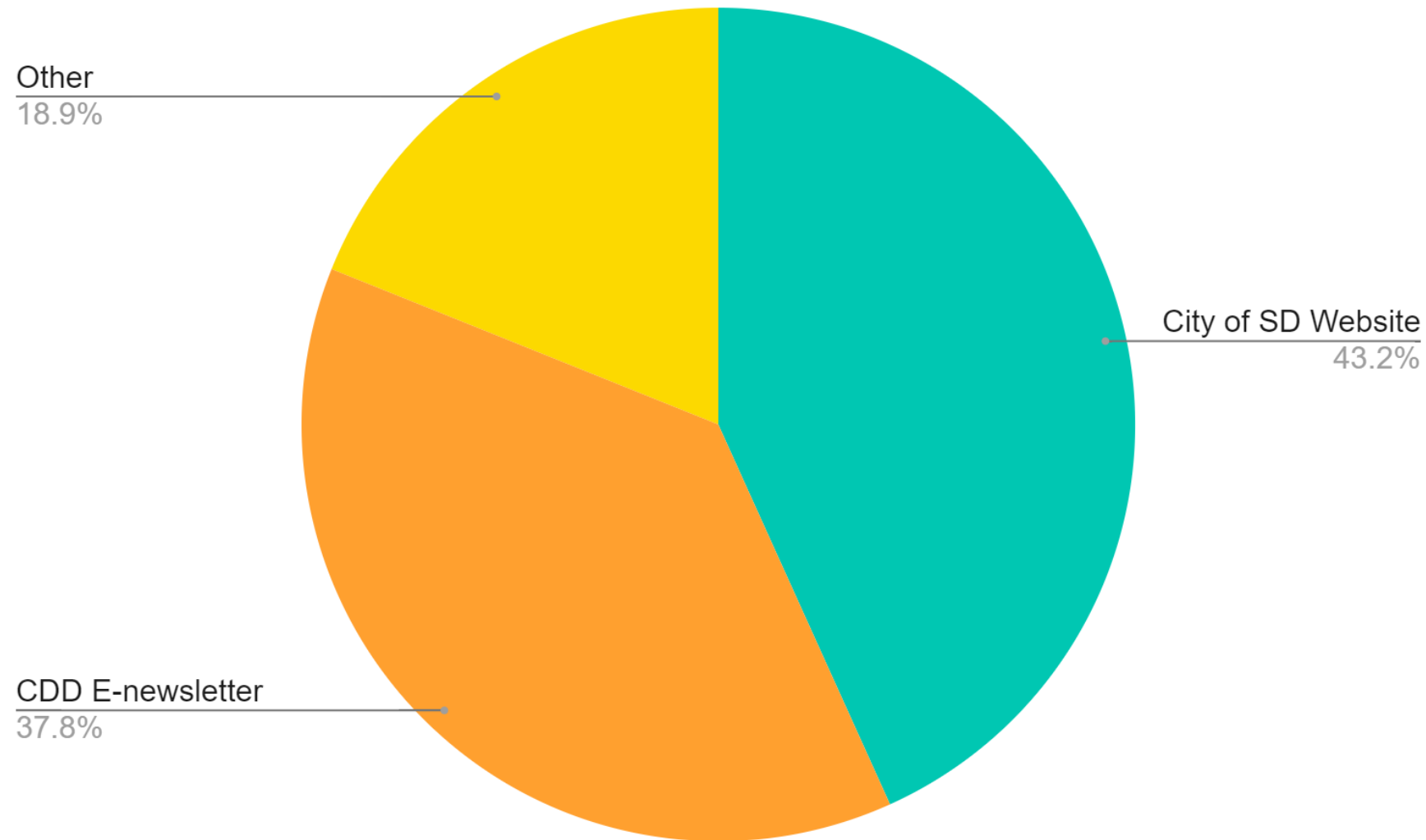
*The deadline to complete this survey is Wednesday, March 31, 2021.*

[Next](#)

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Powered by ArcGIS Survey123

Question: How did you hear about the release of the FY22 CDBG or CARES Act RFQ?



## Question: How satisfied were you with the FY2022 CDBG/CARES Act RFQ Process?

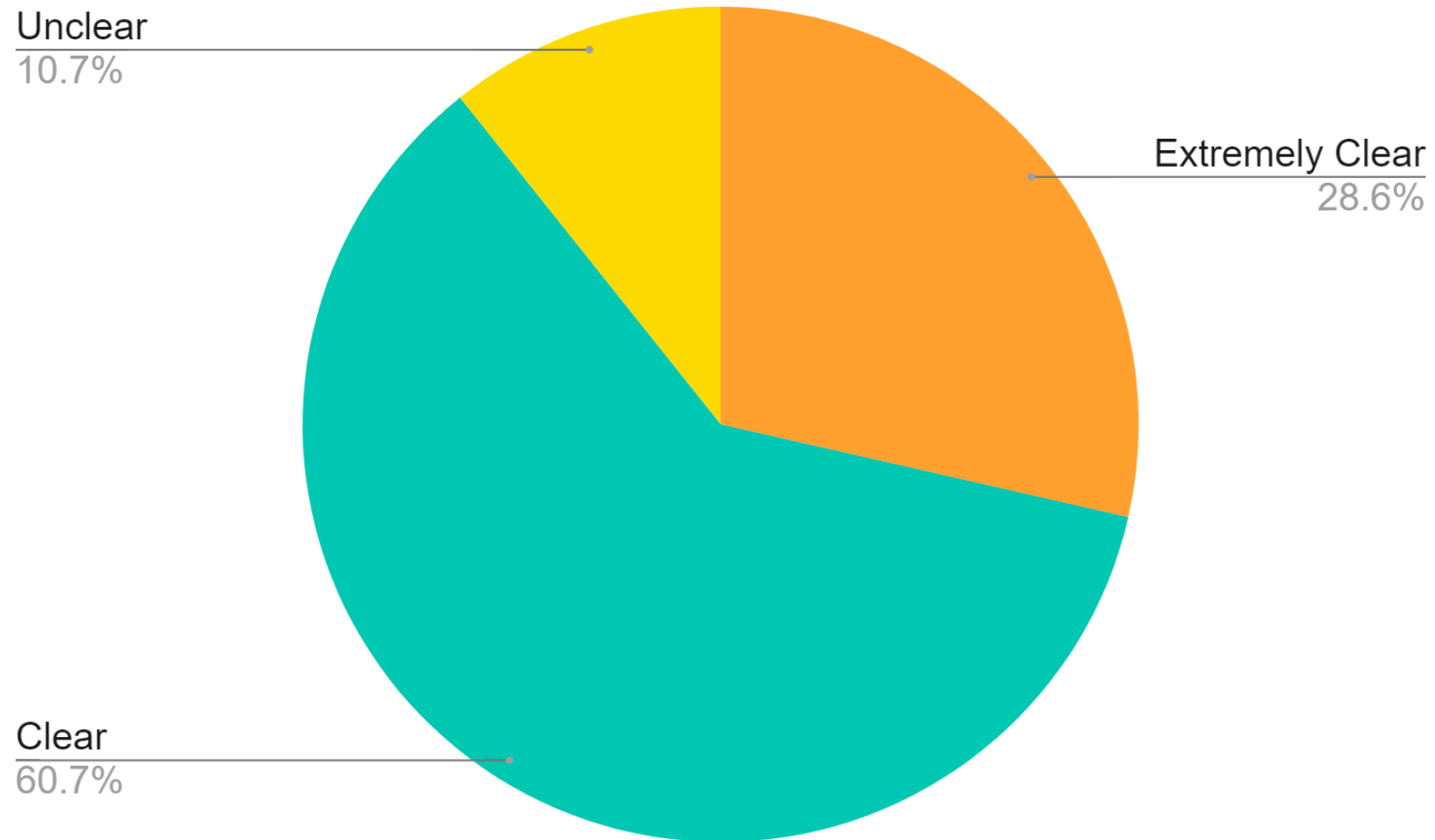


**Average: 4.2 out of 5**

### **Comments Received:**

- RFQ is straightforward and consistent with previous years
- Process was made easier by workshops and guides, as well as having access to staff for assistance
- Virtual workshops are more efficient and accessible

## Question: Did you understand the FY2022 CDBG/CARES ACT RFQ Requirements?



Question: How satisfied were you with the FY2022 CDBG/CARES Act RFP Process?

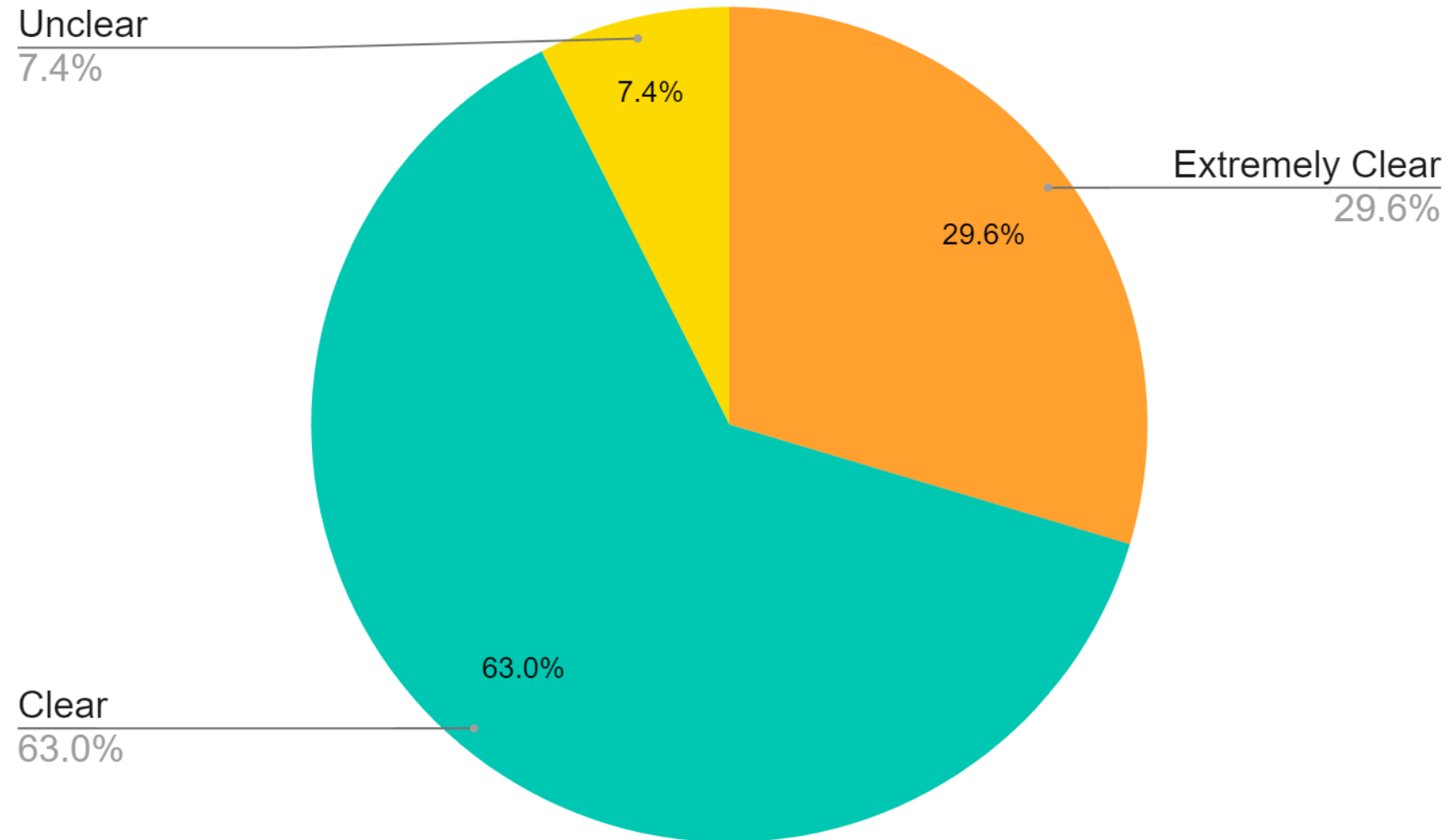


**Average: 4.2 out of 5**

### **Comments Received:**

- Technical assistance and materials provided were useful
- Application instructions are clear and easy to follow
- RFP application is lengthy and the budget section is laborious

## Question: Did you understand the FY2022 CDBG/CARES ACT RFP Requirements?

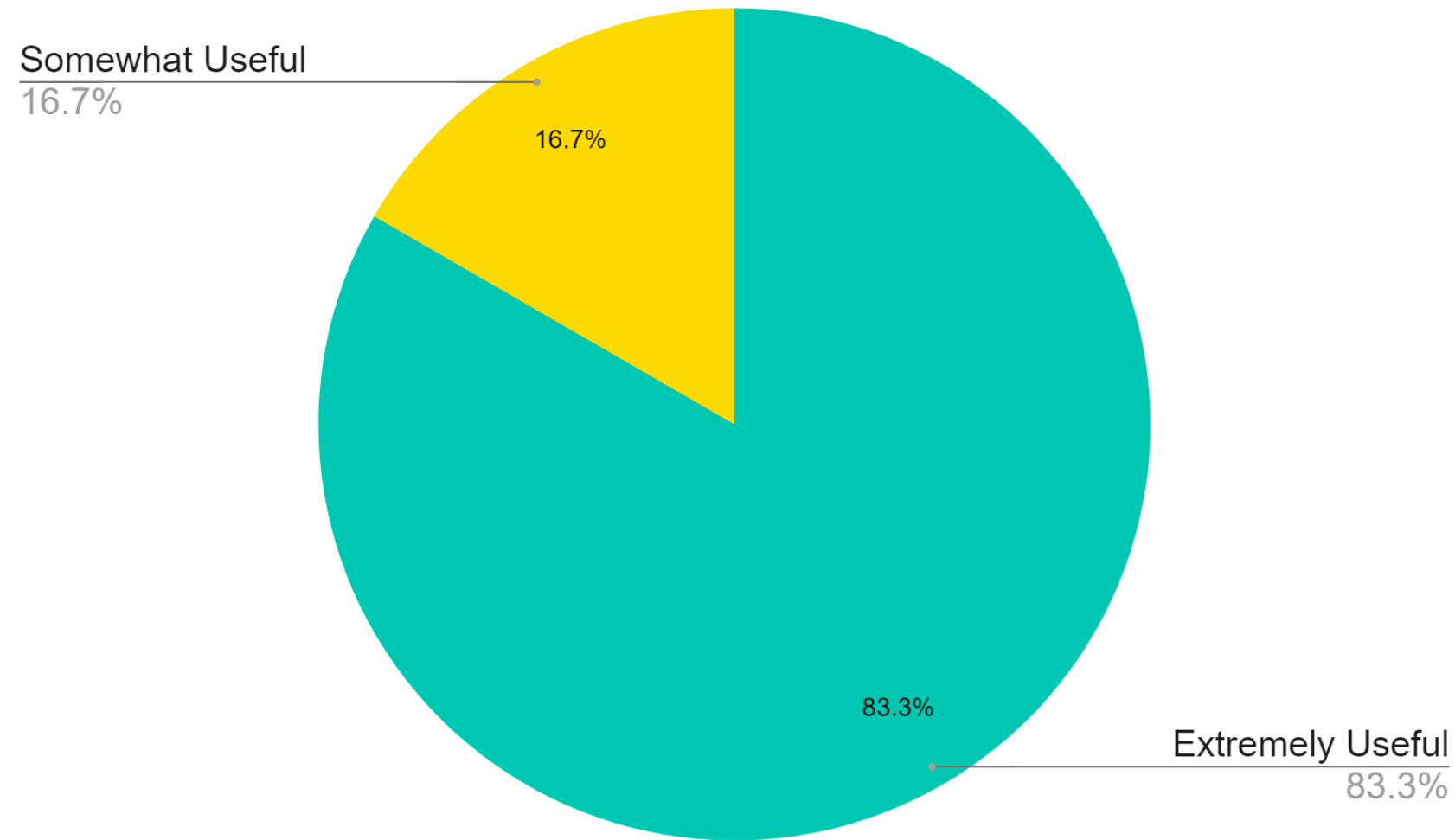


Question: How would you rate the usefulness of the information provided in the mandatory workshops for completing the RFP?

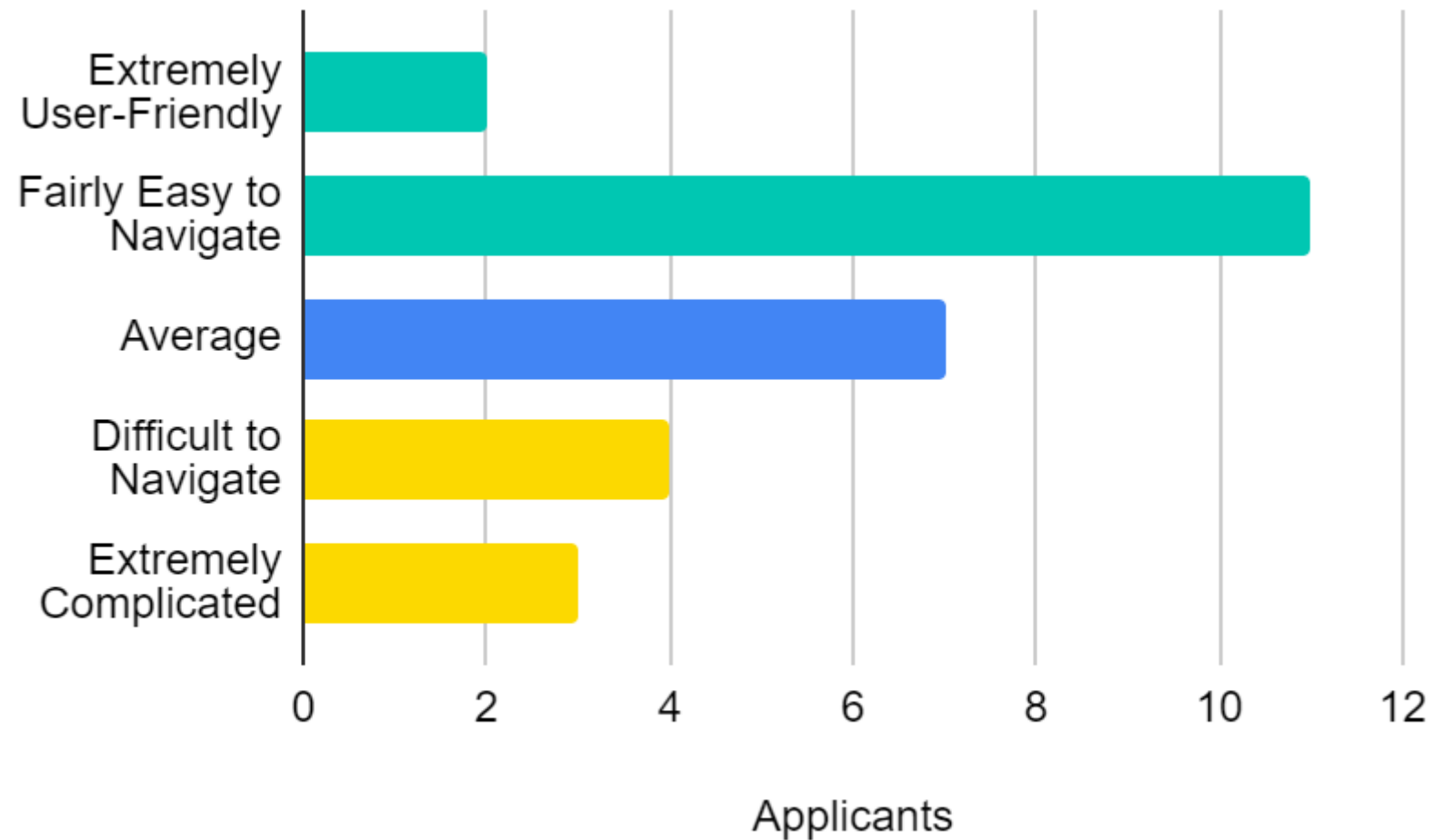


**Average: 4.3 out of 5**

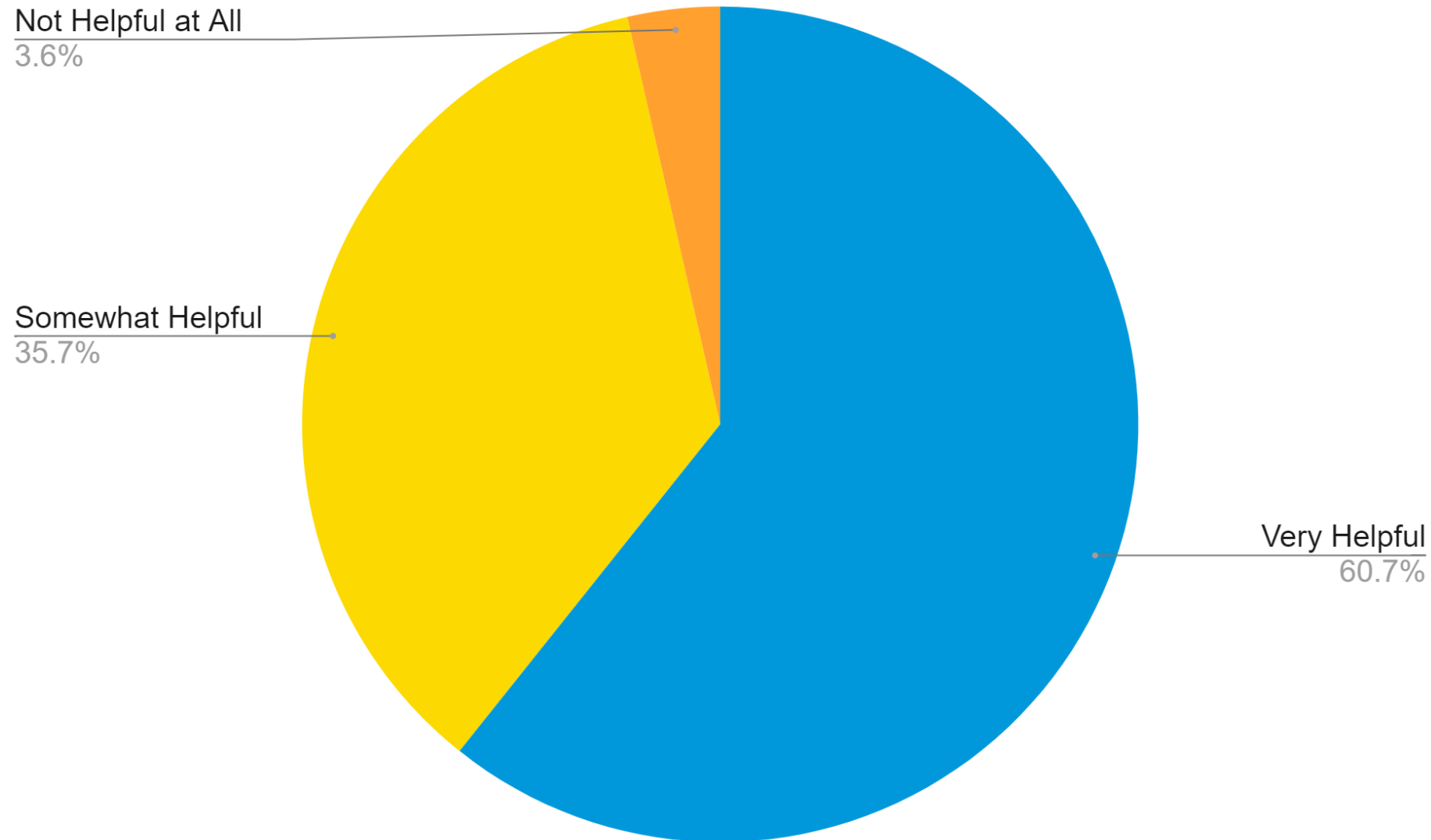
Question: If you joined a technical assistance meeting, how would you rate the usefulness of the information presented?



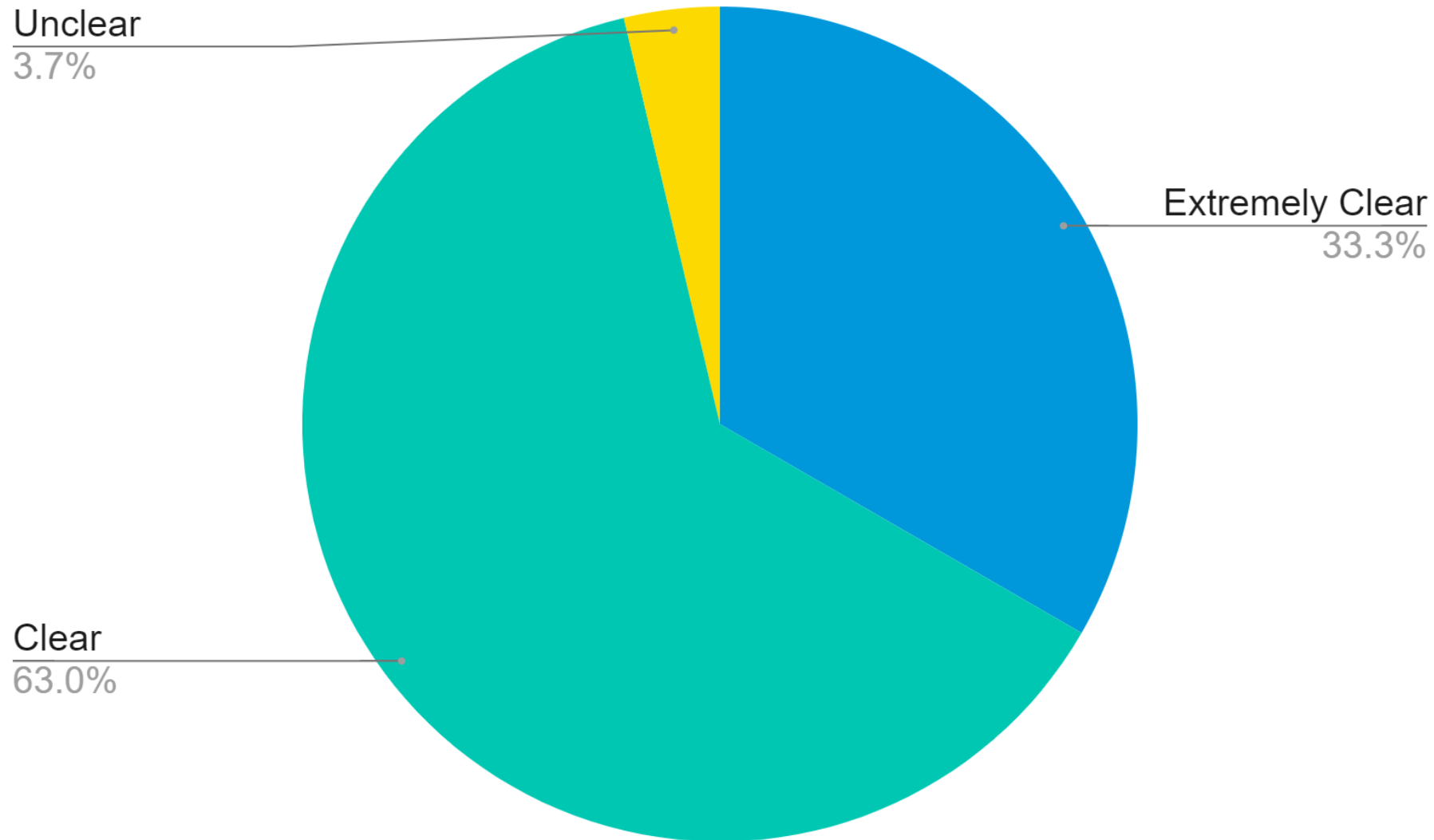
## Question: How was your experience using ED Grants?



Question: How helpful were the materials developed to assist you with using and navigating ED Grants?



Question: Did you understand the scoring criteria that the Consolidated Plan Advisory Board (CPAB) used to evaluate your agency's application?



Question: How would you rate the City of San Diego staff's performance in responding to any inquiries you may have?



**Average: 4.4 out of 5**

## Comments and Suggestions Received

- Keep **workshops, meetings virtual** and resources posted online
- **More technical assistance appointments** closer to the due date
- ED Grants can be cumbersome to navigate but **has improved over the years**
- Staff are **quick to respond and are helpful and supportive** throughout the process
- Overall, the **process has improved over the years** but there are **still opportunities to streamline** the application process, in particular the budget section



Thank you.