

COMMUNITY DEVELOPMENT AGENCY
HOUSING AND FEDERAL GRANTS DIVISION

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GIS
Federal Grants

www.marincounty.org/cda

DATE: Thursday, September 20, 2018
TO: Countywide Priority Setting Committee
FROM: Molly Kron, Planner
Leelee Thomas, Planning Manager
SUBJECT: Public Hearing on 2019-20 Federal Grants funding cycle timeline and funding priorities
MEETING LOCATION: Marin County Civic Center
Board of Supervisors Chambers
3501 Civic Center Drive, Room 330
San Rafael, CA 94903

RECOMMENDATIONS:

- 1) Review and approve the 2019-20 funding cycle timeline.
- 2) Establish funding priorities for the 2019-20 Community Development Block Grant public service funds and reaffirm review thresholds.
- 3) Review and approve the 2017 Consolidated Annual Performance and Evaluation Report (CAPER).

DISCUSSION:

1. Application Timeline

Staff recommends the application timeline and hearing schedule maintain continuity with last year's cycle, which is detailed in Attachment 1. This process allows for the Countywide Priority Setting Committee to convene earlier in the process to learn about the funding applications and provide feedback to staff. In addition, it permits time for consultation with both the City of Novato and City of San Rafael's staff and councilmembers, while conforming to the U.S. Department of Housing and Urban Development's (HUD) requirements for timely completion of the Annual Action Plan.

2. Determination of Funding Priorities

The role of the Countywide Priority Setting Committee is to establish priorities for the allocation of Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds. These priorities should enhance the overarching national objectives of the programs established by HUD. CDBG's national objectives include (1) Benefiting low- and moderate- income persons, (2) Preventing or eliminating blight, or (3) Meeting other community development needs having a particular urgency because existing conditions pose a serious and

immediate threat to health or welfare of the community, and other financial resources are not available to meet such needs. Historically, all of the funding in Marin has met the national objective of benefiting low- and moderate- income persons.

Beginning in the 2017-18 funding cycle and reaffirmed in the 2018-19 grant cycle, the Committee established additional local priorities which have become baseline thresholds for the evaluation of funding applications by staff. These guidelines include:

- Supporting projects that Affirmatively Furthering Fair Housing and have the commitment and capacity to engage in Affirmative Marketing.
- Prioritizing projects that serve members of the protected classes as defined by HUD.¹
- Prioritizing fewer applications.

Due to the increasing demand for funding within the CDBG public service category, at the August 30th, 2018 Countywide Priority Setting Committee, staff requested the committee further define guidelines for prioritizing public service applications once they meet the above Federal and Local thresholds.

During the meeting, committee members in attendance identified prominent areas of concern with order of magnitude identified through the number of committee members who selected those categories. Many of the committee members indicated that two of the issue areas, fair housing and legal services, could be combined into one broader category. Committee members unable to attend the meeting provided their feedback on community needs as well through a ranked order process of identification.

Through an analysis of Committee feedback the order of issues identified is:

- Basic health services
- Senior services
- Fair housing services and Legal services
- Homeless services and interventions
- Childcare and parenting services
- Economic/employment development
- Disaster preparedness and community resilience
- Youth programs

Although homeless services and interventions was highlighted as a need in the community, there are considerable resources put towards supporting the 1,100 homeless and precariously housed individuals identified in the 2017 Point-in-Time Count². Among these resources are nearly \$4.3 million in Continuum of Care funds allocated through HUD and \$360,000 in contributions from City's, Town's, the County, and the Marin Community Foundation to support the Community Homeless Fund.

¹ Under federal laws protected classes include race, color, religion, national origin, sex, disability, and familial status.

² Point-in-Time (PIT) count is a count of sheltered and unsheltered homeless persons on a single night in January. This count is required by HUD for all jurisdictions receiving Continuum of Care funds.

Contrast this with the CDBG funds which are designed to serve moderate to low-income residents; there are nearly \$300,000 of CDBG public service funds available to serve approximately 45,000 low-income residents, including many seniors, disabled individuals, and low-income families.

Based on your feedback and an analysis of available resources, staff recommends creating a funding priority hierarchy that considers projects in the following categories first for CDBG public services dollars:

- 1) Basic health services
- 2) Senior services
- 3) Fair housing services and Legal services
- 4) Childcare and parenting services

While this priority list does not preclude the funding of other types of projects, it provides staff with further direction when evaluating applications that meet the local baseline thresholds.

3. 2017 Consolidated Annual Performance and Evaluation Report (CAPER).

The Consolidated Annual Performance and Evaluation Report (CAPER) is a required annual report by the U.S. Department of Housing and Urban Development (HUD). The CAPER is comprised of statistical and financial statements, and narratives describing activities carried out during the program year.

The Federal Grants program had four (4) primary objectives for the 2017-18 program year:

- 1) Expanding the supply of affordable housing,
- 2) Accessibility improvements for public facilities for people with disabilities,
- 3) Preserve the existing supply of affordable housing, and
- 4) Provide a variety of public services which will assist Low to Moderate-Income households and special needs populations.

Over the course of the program year CDBG expended \$1,256,469 in funds to address these priorities. During the same period HOME expended \$1,225,445 to ensure decent affordable housing for low and very-low-income residents. Some of the outcomes identified in the CAPER include:

- 16,676 individuals received services, experienced increased access to community spaces, and/or housing support.
- 301 households were assisted with affordable housing programs through CDBG and HOME funds.
- Existing supply of affordable housing was preserved by assisting with the rehabilitation of 112 single-unit residential homes and 95 multi-unit homes in the county.

ACTIONS REQUIRED:

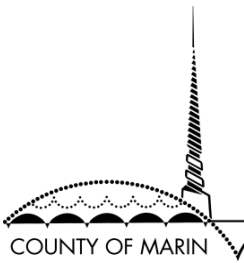
- 1) Review and approve the 2019-20 funding cycle timeline.

- 2) Adopt funding priorities for the 2019-20 Community Development Block Grant public service funds and reaffirm review thresholds.
- 3) Review and approve the 2017 Consolidated Annual Performance and Evaluation Report (CAPER).

ATTACHMENTS:

Attachment 1: 2019-20 Federal Grants Application and Funding Approval Cycle Timeline

Attachment 2: Draft Consolidated Annual Performance and Evaluation Report (CAPER)



COMMUNITY DEVELOPMENT AGENCY
HOUSING AND FEDERAL GRANTS DIVISION

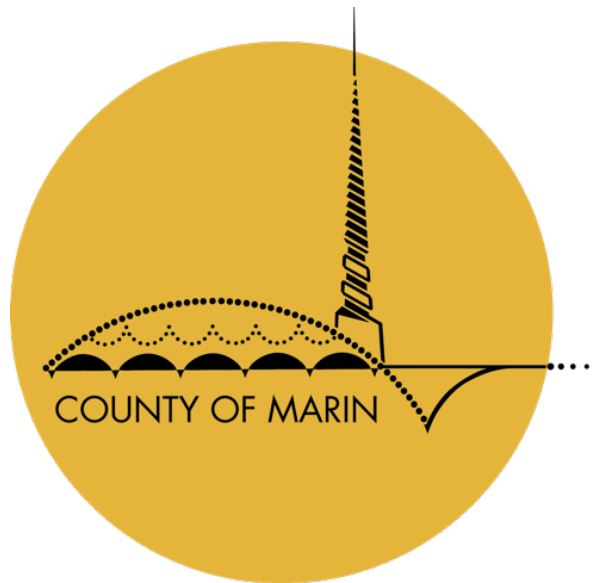
ATTACHMENT 1

2019-20 Federal Grants Application and Funding Approval Cycle Timeline

<u>Date</u>	<u>Activity</u>
Monday, 10/15/2018	Application Opens
Friday, 11/16/2018	Application Closes
Thursday, 2/7/2019	Countywide Priority Setting Committee Application Workshop
Tuesday, 3/12/2019	Novato City Council Hearing
Monday, 3/18/2019	San Rafael City Council Hearing
Thursday, 4/4/2019	Countywide Priority Setting Committee Public Hearing
Tuesday, 5/7/2019	BOS Public Hearing

ATTACHMENT 2

Draft Consolidated Annual Performance and Evaluation Report (CAPER)



**2017 Consolidated Annual Performance
Evaluation and Report (CAPER)**

DRAFT

County of Marin
Community Development Agency
3501 Civic Center Drive
San Rafael, CA

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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

Marin County is an entitlement jurisdiction, receiving an annual allocation of Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) funds from the U.S. Department of Housing and Urban Development (HUD). As a recipient of CDBG and HOME funds, the County is required to prepare a five-year strategic plan that identifies community needs, prioritizes these needs, and establishes goals and objectives to meet the needs.

Each year the County of Marin is also required to provide an assessment of its accomplishments toward meeting the goals and objectives in the 2015-2019 Consolidated Plan. This report is called the Consolidated Annual Performance Evaluation and Report (CAPER). The CAPER also evaluates the progress of meeting the one-year goals identified in the Annual Action Plan. To meet these goals, the County utilized \$1,256,469 in CDBG and \$1,225,445 in HOME funding for the 2017 program year that ran from July 1, 2017 through June 30, 2018.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Accessibility Improvements	Non-Housing Community Development	CDBG HOME	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2000	5120	256.00%	0	0	0.00%
Administration	Administration costs	CDBG HOME	Other	Other	70	0	0.00%	0	0	0.00%

Child Care Centers	Non-Homeless Special Needs Non-Housing Community Development	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	649	129.80%	138	376	272.46%
Community Facilities	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	5198	100%	1335	5171	387.34%
Community Facilities	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	20	0	0.00%	0	0	0.00%
Fair Housing Services	Affordable Housing Homeless Non-Homeless Special Needs	CDBG	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	10	2055	20,550.00%	200	409	204.50%
Homeless Shelters	Homeless	CDBG HOME	Homeless Person Overnight Shelter	Persons Assisted	20	187	935.00%		187	100.00%
Homeowner Housing - New Construction	Affordable Housing	CDBG HOME	Homeowner Housing Added	Household Housing Unit	10	0	0.00%	0	0	0.00%
Homeowner Housing - New Construction	Affordable Housing	CDBG HOME	Direct Financial Assistance to Homebuyers	Households Assisted	5	0	0.00%	0	0	0.00%
Homeowner Housing- Rehabilitation	Affordable Housing	CDBG HOME	Homeowner Housing Rehabilitated	Household Housing Unit	90	234	260.00%	34	112	329.41%

Housing for Formerly Homeless People	Homeless Non-Homeless Special Needs	CDBG HOME	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	10	0	0.00%	0	0	0.00%
Housing for Formerly Homeless People	Homeless Non-Homeless Special Needs	CDBG HOME	Homeless Person Overnight Shelter	Persons Assisted	20	0	0.00%	0	0	0.00%
Housing for Formerly Homeless People	Homeless Non-Homeless Special Needs	CDBG HOME	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	40	0	0.00%	0	0	0.00%
Housing for Formerly Homeless People	Homeless Non-Homeless Special Needs	CDBG HOME	Homelessness Prevention	Persons Assisted	20	945	4,725.00%		945	100%
Housing for Formerly Homeless People	Homeless Non-Homeless Special Needs	CDBG HOME	Housing for Homeless added	Household Housing Unit	10	0	0.00%	0	0	0.00%
Other Housing Activities	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG HOME	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	20	0	0.00%	0	0	0.00%
Public Services	Non-Housing Community Development	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	4500	21846	485.47%	440	14708	3,342.73%

Public Services	Non-Housing Community Development	CDBG	Homeless Person Overnight Shelter	Persons Assisted	0	0	0.00%	0	0	0.00%
Rental Assistance	Affordable Housing Homeless Non-Homeless Special Needs	CDBG HOME	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	29	100%	8	29	362.50%
Rental Housing - Acquisition	Affordable Housing	CDBG HOME	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	24	100%	24	24	100.00%
Rental Housing - Acquisition	Affordable Housing	CDBG HOME	Rental units constructed	Household Housing Unit	40	10	25.00%		10	100%
Rental Housing - Rehabilitation	Affordable Housing	CDBG HOME	Rental units rehabilitated	Household Housing Unit	80	99	123.75%	42	98	233.33%
Rental Housing -New Construction	Affordable Housing	CDBG HOME	Rental units constructed	Household Housing Unit	40	28	70.00%	54	28	51.85%
Special Needs Housing	Affordable Housing Non-Homeless Special Needs	CDBG HOME	Homeowner Housing Rehabilitated	Household Housing Unit	0	31	100%	0	5	100%
Special Needs Housing	Affordable Housing Non-Homeless Special Needs	CDBG HOME	Other	Other	5	13	260.00%	2	13	650.00%

Supportive Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG HOME	Rental units rehabilitated	Household Housing Unit	40	0	0.00%	0	0	0.00%
Supportive Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG HOME	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0	0.00%	4	0	0.00%
Transitional Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG HOME	Rental units rehabilitated	Household Housing Unit	40	0	0.00%	0	0	0.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

Based on the objectives outlined in the County's 2017 Action Plan, Marin County's priorities were: 1) Expanding the supply of affordable housing, 2) Accessibility improvements for people with disabilities for public facilities, 3) Preserve the existing supply of affordable housing and 4) Provide a variety of public services which will assist LMI households and special needs populations.

Marin County is working to expand the supply of affordable housing by acquiring real property in the county, developing new housing and rehabilitating existing affordable homes. When property is acquired, the County will deed restrict them as affordable housing. The acquisition and development of ten affordable homes was recently completed at 1112 4th Street, Novato, CA. Another acquisition was the Piper Court Apartments, which assisted 24 renters with affordable housing. To provide for accessibility improvements for people with disabilities in public facilities, the County provided funds to improve the Marin YMCA preschool playgrounds and make accessibility improvements at Tomales Town Hall. Marin County worked towards preserving the existing supply of affordable housing by assisting with the rehabilitation of 112 single-unit residential homes and 95 multi-unit homes in the county. Finally, the County provided a variety of public services that assisted LMI households and special needs populations through senior services, services for individuals with disabilities, health care services, fair housing services, youth programs, child care, housing counseling programs, and food banks provided by its CDBG funded nonprofits and program providers. In total the CDBG program utilized \$1,256,469 in funds to address priorities and specific objectives in affordable housing, public facilities and infrastructure improvements, and public services that assisted low to moderate income households.

Marin County will continue to leverage federal, state, and local funds, in order to support the acquisition, rehabilitation, preservation and new construction of all types of housing and to offer rental assistance to lower income households. Marin County is committed to furthering fair housing and prioritizes all projects that better align with our long-term goals for Affirmatively Furthering Fair Housing. Projects are prioritized that support members of the Protected Classes as well as affirmatively furthering fair housing.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME
White	204	3
Black or African American	31	0
Asian	16	0
American Indian or American Native	0	0
Native Hawaiian or Other Pacific Islander	4	0
Total	255	3
Hispanic	30	1
Not Hispanic	239	2

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Marin County assisted 269 households in the 2017 program year for CDBG and 3 for HOME. For the CDBG program, approximately 76 percent of the population served was White, with about 12 percent being Black, with the rest of the other race groups served combining to make up the remaining 12 percent. (Data note: Due to the limitations of the input fields in the Integrated Disbursement and Information System (IDIS), the table above shows 255 total persons served by race in Marin County. However, the County also served 10 households which identified as ‘two or more’ races and 4 who were “some other” race or chose not to disclose their race.)

The County also recorded total persons served by race, it served 16,676 persons in 2017. Whites were by far the majority population served with 83 percent followed by Blacks at 4.3 percent and Asians at 2.9 percent.

The current demographics of Marin County are predominantly White (79%) and Hispanic (15.8%), which contributes to the uneven distribution of funds among racial and ethnic groups. The Priority Setting Committee has prioritized projects that Affirmatively Further Fair Housing with emphasis on projects that benefit members of minority and protected classes. (Source: 2012-2016 American Community Survey 5-Year Estimates). The majority of the beneficiaries of CDBG and HOME funded projects are extremely low-, low- and moderately-low income residents of Marin County.

For households served by the HOME program, due to a timing and available funds, the County only had three renter rehabilitations completed in 2017, however eleven (11) are scheduled to be completed in the next program year. Of those three households, two were White and one was Hispanic.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	2,015,823	1,256,469
HOME	HOME	661,305	1,225,445

Table 3 - Resources Made Available

Narrative

CDBG and HOME expenditures in the 2017 program year included 2017 allocation of HUD federal funds as well as utilization previous year funds for CDBG and respective program income generated throughout the program year. Resources made available for the County through CDBG was \$2,015,823 and the amount expended through the program year was \$1,256,469. For the HOME program, resources made available for 2017 were \$661,305 and the amount expended through the program year was \$1,225,445.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Countywide	65		Other
Countywide, emphasis on locations which are likely to result in increased racial & ethnic diversity	5		Other
Countywide, with an emphasis on mobilehome parks and liveaboard houseboat communities	5		Other
Countywide, with emphasis on high-need neighborhoods	25		Other

Table 4 – Identify the geographic distribution and location of investments

Narrative

Most projects funded were Countywide and were not limited to specific geographic areas of the County, however there was an emphasis on high need areas for public services and on areas of opportunity for housing developments. Programs must serve low and moderate income residents in the County. The County makes allocations based on the level of benefit for very low-, low- and moderate-income residents and provides support for activities in low and moderate income neighborhoods.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Marin has a history of funding many small projects with the hope of leveraging non-federal funds, however, recently there has been a focus on revising this practice. Funding fewer projects has allowed staff to focus more thoroughly on meeting CDBG and HOME program administrative requirements while also providing a higher level of technical assistance to sub-recipients than in the past. Most of the subsidized housing built in Marin County in the past decade has benefited from CDBG funding for site acquisition. The County's willingness to provide CDBG funding to new and innovative projects has had substantial local impact. In many cases, the County has provided initial funding commitments for housing projects, enabling the project sponsors to attract major funding from other funding sources.

The County's practice with HOME funds is to provide significant grant allocations in order to leverage funds and to fill funding gaps in the acquisition, new construction, and rehabilitation of housing. Most HOME-funded projects have also received grants and/or loans from the Marin Community Foundation. The former Novato and San Rafael Redevelopment Agencies, and the Housing Trust Fund of the County of Marin have also been major sources of matching funds for HOME projects in the past. With the elimination of Redevelopment Agencies in California, a significant source of matching funds has been lost. The increasingly strict time limits on committing and spending HOME funds, combined with stricter underwriting requirements that must be met prior to committing HOME funds, have resulted in an increased emphasis locally on rehabilitation of existing housing. Some of these rehabilitation projects are unable to raise matching funds, so we have covered their matching funds requirement with over-match from past HOME construction projects.

HOME Match

In the 2017 program year, \$684,875 in match funds was contributed to the HOME program, which increased the total match available to \$6,755,059 including excess match funds from the prior fiscal year.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	6,070,184
2. Match contributed during current Federal fiscal year	684,875
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	6,755,059
4. Match liability for current Federal fiscal year	684,875
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	6,070,184

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
40HOME17-CD5014	01/01/2018	684,875	0	0	0	0	0	684,875

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	0	1,225,445	0	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	6,106,687	0	0	0	0	6,106,687
Number	4	0	0	0	0	4
Sub-Contracts						
Number	2	0	0	0	0	2
Dollar Amount	376,675	0	0	0	0	376,675
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	6,106,687	0	6,106,687			
Number	4	0	4			
Sub-Contracts						
Number	2	1	1			
Dollar Amount	376,675	366,800	9,875			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	90	29
Number of Non-Homeless households to be provided affordable housing units	120	254
Number of Special-Needs households to be provided affordable housing units	6	18
Total	216	301

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	29
Number of households supported through The Production of New Units	5	28
Number of households supported through Rehab of Existing Units	170	210
Number of households supported through Acquisition of Existing Units	8	34
Total	183	301

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Construction/retention of affordable housing is challenging in Marin County, as well as the Bay Area as a whole. Marin County is committed to furthering fair, affordable housing, but due to a variety of factors associated with project funding, public discourse, and rising cost; funding affordable housing can take years before projects see completion.

For the 2017 program year, 298 households were assisted in Marin County with affordable housing programs through CDBG funds with another three assisted with HOME funds for a total of 301 households served. Twenty-eight (28) were from the production of housing, 112 were from the rehabilitation of single-unit residencies and 95 were from multi-unit rehabilitation. There were 34 households supported through the acquisition of real property and existing units for the development of affordable housing. This assistance was provided for LMI households.

For the special needs population (elderly and disabled persons), 18 households were served through affordable housing by rehabilitation in the CDBG program. These units were located at 4020 Civic Center Drive (5 units), Lifehouse Sunrise I (6 units), Lifehouse Laurel Place & Sunrise II (6 units) and Lifehouse San Anselmo (1 unit).

For the HOME program, three rental units with L&VLI households were rehabilitated.

Discuss how these outcomes will impact future annual action plans.

Because of the lengthy delays in new affordable housing construction, the Priority Setting Committee has prioritized funding fewer projects of this type, which are ready to move forward quickly and will consider funding acquisition and conversion of existing housing to permanently affordable housing as a way to fund projects and see more immediate results.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	53	0
Low-income	55	3
Moderate-income	2	0
Total	110	3

Table 13 – Number of Households Served

Narrative Information

In 2017, Marin County recorded 110 LMI households assisted through CDBG. This total figure includes housing programs with 86 LMI households assisted and non-housing programs with 24 LMI households assisted.

Not included in the table above are CDBG beneficiaries reported by individual persons, which comprise of persons assisted through youth programs, legal services, senior services and services for the disabled population etc. A total of 10,254 persons were served through these public services with almost 90 percent being LMI persons (9,218 persons).

The three households assisted through HOME were low-income.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

The County's Department of Health and Human Services coordinates the Continuum of Care (COC) through the Homeless Policy Steering Committee. The committee is responsible for administering funding for homeless services and housing in the County. The County actively plays a role in reaching out to homeless persons to assess their needs. One such activity is the Point-In-Time (PIT) survey, conducted every two years, which helps to understand the number of homeless living throughout the County. On January 27, 2017 a PIT survey conducted reported 1,117 homeless persons in the County with 63 percent of the homeless population being unsheltered. Other indicators recorded in the survey are the demographics of the homeless population, what caused homelessness, health conditions and types of services they currently access and are interested in accessing. The results of the PIT survey help the COC to determine what services are needed for the homeless in Marin County for the year.

The COC has many participants that help with outreach to the homeless in Marin County, with each being specialized in a particular area of expertise that can assist the homeless. These participants include Adopt A Family, Buckelew Programs, Center Point, Inc., Center for Domestic Peace, Community Action Marin, Homeward Bound Marin, the Marin Housing Authority, Ritter Center, St. Vincent de Paul Society of Main, the Spahr Center, Sunny Hills Transition Age Youth and the US Department of Veteran Affairs. Several County agencies and the City of San Rafael also play an active role in reaching out to the homeless as part of the COC.

Furthermore, the goals of the COC for a call for a coordinated approach to reaching out to the homelessness in the County. They are:

- Promote a community-wide commitment to the goal of ending homelessness
- Provide and coordinate funding for efforts to assist homeless individuals and families
- Promote access to and effective use of mainstream programs
- Optimize self-sufficiency among individuals and families experiencing homelessness

Addressing the emergency shelter and transitional housing needs of homeless persons

The need for emergency shelters remains high in Marin County. Every two years the County with its partners conducts a Point-In-Time survey for the homeless population in the County. According to the Point-In-Time Census, in 2017 there were 1,117 homeless individuals living in the County with approximately 63 percent living unsheltered.

To address this need, the COC's partner, Homeward Bound manages two emergency shelters in the County, the Mill Street Center (MSC) and the Homeward Bound Family Center. MSC provides 55 beds for single adult men and women and the Family Center has 9 rooms for families with children. Another agency which helps to address homeless persons in need of emergency shelters is the Center for Domestic Peace which has 30 beds available for emergency housing for persons experiencing domestic violence. Shelter residents receive supportive services and medical assistance, food and clothing, children's services if needed, housing assistance and transportation.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

To address helping low-income and at-risk individuals and families avoid becoming homeless, the County has several programs in place through the COC. The County of Marin has a Homeless Policy Analyst who coordinates the Continuum of Care application, the Point In Time Count, the 10 year Plan to End Homelessness and other homeless services. Homeward Bound of Marin, a partner in the COC, supports individuals and families to avoid becoming homeless through counseling programs.

Marin County and partner service providers deliver services and assistance to these individuals and families to help them avoid becoming homeless. Programs help eligible persons and families find supportive services that help prevent housing instability. Some of the organizations and agencies the County work with to help assist low-income individuals and families avoid becoming homeless are Fair Housing Advocates of Northern CA, Legal Aid of Marin, the Marin Housing Authority, and Homeward Bound of Marin.

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

Affordable housing, especially for families coming out of homelessness is a critical priority. In 2017, 13% of the homeless population in Marin County resided in transitional housing. The County and its service providers help deliver services and assistance to those currently experiencing homelessness through federal and local programs. These services work to enable individuals and families to obtain benefits and support. The County works to connect homeless individuals and families to support services such as job training and placement and helps the homeless get back to self-sustainability. Below are some of the

programs in Marin County which help homeless persons make the transition from homelessness to permanent and independent living. They are:

The Homeward Bound of Marin ADULT Services Program, which has staff that helps persons who are homeless that wish to end homelessness with around-the-clock counseling.

Oma Village, a project funded by the County for multiple years, has and will continue to provide permanent supportive housing to families who were homeless.

The Center of Domestic Peace's Second Step, is a long term transitional living facility for women and their children who have experience homelessness due to domestic violence. This center provides women and their families time to rebuild their lives and get support and resources to achieve self sufficiency. Services also include support groups, referrals to their unique needs and family advocates for crisis intervention.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Marin Housing Authority (MHA) administers approximately 2,100 Section 8 Voucher holders and 500 public housing units, as well as a residential rehabilitation loan program, various homeownership programs, and several programs that provide supportive services to special needs groups. MHA is the primary source of housing for very low-income households in Marin County. Section 8 housing is located throughout the County, and the public housing is located in six complexes, of which one, Marin City, is a general occupancy complex and the others are for senior and disabled residents.

As part of the PHA Agency Plan process, MHA and its Board of Commissioners, with input from the Resident Advisory Board, have identified seven key goals. Each of these broad goals consists of several practical sub-goals designed to help MHA meet its targets over the next five years. The seven main goals are:

1. Maximize affordable housing options in Marin County.
2. Enhance services to clients, business partners and the community at large through delivery of efficient and responsive programs.
3. Continue to build collaborations with other agencies, local jurisdictions, and the private sector.
4. Implement asset management for public housing.
5. Access additional resources for new development of affordable housing and for the rehabilitation/modernization of existing MHA housing stock.
6. Continue to work with residents/participants to build community and self-sufficiency.
7. Explore ways to improve energy efficiency for public housing.

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

MHA has established the Resident Advisory Board (RAB) from members of the public housing community to make recommendations in the development of the PHA Agency Plan. RAB provides MHA and the residents with a forum for sharing information about the Agency's Annual Plan. The role of the RAB is to assist the PHA in developing the PHA Plan and in making any significant amendment or modification to the Plan. MHA worked with the Resident Advisory Board to help assist with the 2017 Agency Plan. MHA and RAB had eight meetings and the advisory board's comments were included in the Plan

Actions taken to provide assistance to troubled PHAs

The Marin Housing Authority is a High Performer PHA.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

While the unincorporated County comprises a large land area, most of the land is not zoned for residential development, as it is publicly owned as parkland, watershed, or open space. Agricultural conservation easements and related zoning also limit the ability to develop vacant lands. Most land suitable for residential development has been built upon. Remaining vacant lands zoned for residential uses tend to have significant environmental constraints, which either substantially increase construction costs or preclude development altogether, including sites with steep slopes or wetland habitats. As a strategy for dealing with these constraints, the County has adopted programs in its Countywide Plan that promote opportunities for reuse of underutilized commercial centers, support mixed-use development, and encourage more dense development along transit routes. Marin County also encourages residential development in more urbanized areas or within villages in the Inland Rural and Coastal Corridors. The Board of Supervisors directed Community Development Agency staff to form a citizen advisory group to evaluate strategies and opportunities for improvements to the County's development review process. This group, referred to as the Regulatory Improvements Advisory Committee (RIAC), completed a report with its findings to help inform the County's future efforts to improve its development review process, which were reviewed by the public and the Board of Supervisors prior to implementation. The County's Housing Element also evaluates barriers and includes programs to address these barriers.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

CDBG and HOME funds were used to fund a variety of programs for low income and disabled people. The use of CDBG Public Service funding is heavily targeted towards very low income people including services for minority populations in the Canal, Marin City, and Southern Novato areas. In particular, the child care and youth programs in Southern Novato have adjusted their programs to serve the Hispanic families and their children. Child care and youth programs in San Rafael, Novato, Marin City also serve a large percentage of Hispanic families.

Another underserved population is the elderly population in Marin County. The County funded the Novato Independent Elders Program, Senior Access program, and the West Marin Senior Services to provide services to seniors suffering from memory loss, dementia, and other homebound seniors.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

To evaluate and reduce lead-based paint hazards (LBPH), the County requires all recipients of HUD funding to comply with the requirements for lead paint testing and abatement. In addition, the local housing authority, MHA, also continued its program of lead paint testing and abatement for public housing.

Every applicant for a building permit involving a structure built before January 1, 1978 must show proof of successful completion of the Lead-Safe Work test. If all questions are answered correctly, applicants were prompted to continue to the "LSWP Certificate" page. Applicant's name and the date they took the Quiz were displayed automatically on the Certificate. The certificate is valid for one year.

The Marin County Department of Health and Human Services operates the Lead Poisoning Prevention Program and reaches out to workers about how to protect themselves and their loved ones. On the job, workers need to protect themselves from exposure to lead dust. At home, workers can carry dust on their clothing back to their homes, and expose their children to lead.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

CDBG Public Service funds have been invested in youth programs, such as the Canal Alliance Middle School Program, the Marin Learning Center, Performing Stars, the Afterschool Transportation Program at Fairfax San Anselmo Children's Center, North Bay Children's Center, Novato Youth Center, and Pickleweed Children's Center which should lead to participating children doing better in school and better opportunity to earn higher incomes.

The MHA manages the Family-Self Sufficiency (FSS) Program, which offers case management services for families in the Section 8 program and residents of the Marin City public housing complex who are working to achieve educational and employment goals to become independent of public assistance.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

Marin County's institutional structure for implementing its housing and community development plan includes a combination of public and private nonprofit agencies, with some participation from the for-profit sector. The Marin County Community Development Agency, part of the County government, is responsible for administration of the CDBG and HOME Programs. The CDBG Countywide Priority Setting Committee, which now includes members of city councils and non-elected community representatives of protected classes, and is chaired by a member of the Board of Supervisors, makes recommendations for the use of these funds. Final decisions about the use of CDBG and HOME funds are made by the Marin County Board of Supervisors.

The County of Marin recently merged Affordable Housing in its Community Development Agency whose role is to facilitate the development of affordable housing through technical assistance to potential project sponsors and by advocacy to make systems work better within the local government and nonprofit sectors with the Federal Grants Program in order to provide better coordination; the new division is Housing and Federal Grants. In addition, the County Health and Human Services Department has a policy analyst who plans and implements housing and service programs for homeless people and extremely low-income people who are precariously housed.

The County Community Development Agency and the County Department of Health and Human Services

have collaborated on the use of state funds for a residential facility for the mentally ill. The County has consolidated its mental health and substance abuse treatment services, to better serve clients who have both types of needs. The County has instituted a mid-management training program that helps to improve communications between mid-level staff in different departments.

In February 1995 and again in May 2012, the Marin County Board of Supervisors adopted a policy to reduce the number of projects funded by the Community Development Block Grant Program, so that funds could more effectively be focused on a more limited number of housing and public service activities, and this policy has been implemented and maintained. However, a further reduction in the number of CDBG projects may be needed to keep administrative expenses within the limits established by the CDBG regulations.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

Staff from the Housing and Federal Grants Division work closely with non-profit and social service agencies and have been active members of the Nonprofit Housing Association of California. Staff are also members of the the Homeless Policy Steering Committee and the Equity Initiative.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The County has taken a proactive role in addressing fair housing choice, including:

1. Hiring a Social Equity Program and Policy Coordinator to focus on furthering fair housing and supporting equity programs.
2. Requiring affirmative fair housing marketing plans from all housing programs.
3. Requiring collaborating County agencies such as the Health & Human Services, Marin County Free Library, Probation Department, Parks Department, Human Resources and the County Administrator's Office to undertake equity initiatives to ensure all citizens in Marin Count have full and equal access.
4. The Priority Setting Committee established priorities for funding projects which affirmatively further fair housing and serve members of the protected classes.

Marin County has also set aside funding for the upcoming Assessment of Fair Housing (AFH), which is being conducted to help guide fair housing efforts in the County. The AFH will identify specific barriers and contributing factors to fair housing choice and disparities in access to opportunities in the County. The AFH will then help to develop strategies to address and overcome these barriers.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Staff from the Housing and Federal Grants Division perform a risk analysis to select projects for on-site monitoring. The County has a standard list of questions that are asked during monitoring visits and we have been putting an increased emphasis on affirmative marketing.

The main procedure for monitoring is on-site visits, most of which are conducted in the period between December and March in conjunction with the County's annual proposal review and budget-setting process. Project monitoring is performed by the same staff representative who administers the project contract and approves billings from the project sponsor. This helps integrate monitoring with the County's ongoing efforts to provide assistance, advice, and support to the project sponsors.

The goal is to conduct a monitoring visit of each project within a two-year cycle. Marin County identifies high-risk subrecipients and targets them for more frequent on-site programmatic and fiscal monitoring.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The 2017 CAPER was made available to the public for a period of 15 days starting on September 10, 2018. Translation services were also made available by the County.

A public hearing was held on September 20, 2018.

All of the County's public hearings include an agenda item for people to comment on general program performance.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

Many affordable housing projects have experienced significant delays, and staff are evaluating ways to address any barriers that exist for affordable housing developers and considering ways to prioritize projects which may be more likely to move forward. However, at this time, no changes are expected towards program objectives.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

The County's main procedure for monitoring the HOME program is on-site visits, most of which are conducted in the period between December and March in conjunction with our annual proposal review and budget-setting process. Project monitoring is performed by the same staff representative who administers the project contract and approves billings from the project sponsor. This helps integrate our monitoring with our ongoing efforts to provide assistance, advice, and support to the project sponsors.

The County's goal is to conduct a monitoring visit of each project within a two-year cycle. We identify high-risk sub recipients and target them for more frequent on-site programmatic and fiscal monitoring.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

As part of their evaluation and funding recommendations, staff look at efforts to reach those least likely to apply and evaluate effectiveness based on the demographics of the populations served. Staff require every project to conduct affirmative marketing.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

HOME program funds expended were for the amount of \$1,225,445. Three rental rehabilitated projects were for a total of 22 units located at several sites, and funded for the purpose of affordable rental units for L & VLI households. These site locations were apartments located at 626 Del Ganado Rd in San Rafael and 600 A Street in Point Reyes Station. Other locations were rental units at 3 and 5 Frustuck Ave, and 75, 82 and 84 Park Rd in Fairfax. All units rehabilitated with HOME funds will go towards assisting L & VLI households.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

Marin County's Housing and Federal Grants Division, includes the Affordable Housing Program with two staff, whose role is to facilitate the development of affordable housing through technical assistance to

potential project sponsors and by working to facilitate systems change.

The County helped acquire a 27 unit apartment building, Piper Court Apartments, in Fairfax for the purpose of affordable rental units for LMI households.