

Order No.
Escrow No. 154441 TJC
Loan No.

FIRST AMERICAN

1990 MAR -1 AM 8:00

OFFICIAL RECORDS
MARIN COUNTY CALIFORNIA
JAMES J. DAL BON

500

WHEN RECORDED MAIL TO:
Marin Housing Center
c/o 30 North San Pedro Rd, Suite 155
San Rafael, Ca. 94903

SPACE ABOVE THIS LINE FOR RECORDER'S USE

MAIL TAX STATEMENTS TO:
Same as above

DOCUMENTARY TRANSFER TAX \$ 658.75
..... Computed on the consideration or value of property conveyed; OR
..... Computed on the consideration or value less liens or encumbrances
remaining at time of sale.
FIRST AMERICAN TITLE COMPANY OF MARIN
Signature of Declarant or Agent determining tax - Firm Name

AP #:14-192-12
Tax code area :8-006

Combined Tax

GRANT DEED

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, Antonio A. Carrico and Trinidad Carrico, husband and wife

hereby GRANT(S) to Marin Housing Center, a California non-profit corporation

the real property in the City of San Rafael
County of Marin, State of California, described as
LOTS 1 and 2, in Block 6, as shown upon that certain, "Map of East San Rafael", filed
for record January 21, 1908 in Volume 2 of Maps, at page 109, Marin County Records.

RESERVING from the above described parcel of land the following described easements:

A) An easement for pedestrian ingress and egress over the following described parcel of land:

Beginning at the most northerly corner of said Lot 1; thence, along the northwesterly line of said Lot 1, South 35° 18' West 4.00 feet; thence, leaving said line of Lot 1, South 54° 42' East, 90.80 feet; thence, South 35° 18' West, 1.5 feet; thence South 54° 42' East, 4.20 feet; thence, South 35° 18' West, 1.5 feet; thence, South 54° 42' East 4.2 feet; thence South 35° 18' West 1.50 feet; thence South 54° 42' East 0.80 feet to a point on the Southeasterly line of said Lot 2; thence North 35° 18' East 8.50 feet to the easterly corner of said Lot 2; and thence along the Northerly lines of said Lots 1 and 2, North 54° 42' West 100.00 feet to the point of beginning.

B) An easement for ingress and egress over the following described parcel of land:

Beginning at the most southerly corner of said Lot 2; thence, along the southeasterly line of said Lot, North 35° 18' East, 50.00 feet; thence, leaving said line, North 54° 42' West, 24.00 feet; thence South 35° 18' West, 50.00 feet to a point on the southwesterly line of said lot; thence, South 54° 42' East, 24.00 feet to the Point of Beginning.

Said reserved easements are for the benefit of and appurtenant to Lots 3, 4 and 5 in Block 6 as shown upon the map referred to herein.

Dated February 27, 1990

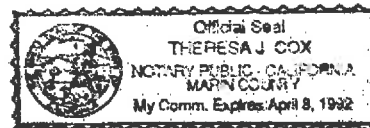
Antonio A. Carrico
Antonio A. Carrico

STATE OF CALIFORNIA
COUNTY OF Marin
On February 28, 1990

Trinidad Carrico
Trinidad Carrico

before me, the undersigned, a Notary Public in and for said State, personally appeared Antonio A. Carrico and Trinidad

personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same.



WITNESS my hand and official seal

Signature
Theresa J. Cox, MY COMMISSION EXPIRES ON 4-8-92

(This area for official notarial seal)

County Of
Marin
JERRY E. TURNER

6/19/2004 7:58am
7.00
7.00
7.00
7.00
- .00

2004-04-11662
REG FEE

TOTAL

CHECK
TOTAL TENDERED
CHANGE

04-15254 19-Apr-2004 2004-04-19060107
on ASSESSOR'S OFFICE

Thank You
Have a Nice Day

Completed By:
PUBLIC

RECORDING REQUESTED BY
HOMEWARD BOUND OF MARIN

WHEN RECORDED MAIL TO, AND UNLESS OTHERWISE
SHOWN BELOW, MAIL TAX STATEMENTS TO:

Name **Homeward Bound of Marin**
Street **199 Greenfield Avenue**
Address
San Rafael, CA 94901
City-State Attn: Kerry
Zip

Order No. Accommodation

CALIFORNIA LAND TITLE COMPANY
OF MARIN hereby certifies this to be a
true and correct copy of the original.

By: [Signature]

*Please Return Confirmed
Copy to CLT Novato
Attn: Tede
19-APR-2004
04-31662*

SPACE ABOVE THIS LINE FOR RECORDER'S USE

GRANT DEED

THE UNDERSIGNED GRANTOR(s) DECLARE (s) *Correction Deed only*
Documentary Transfer Tax is \$ **0.00**

- computed on full value of interest or property conveyed, or
- full value less value of liens or encumbrances remaining at the time of sale

Parcel No. 014-192-12
Tax Code Area: 008006

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

Homeward Bound of Marin, a California Non-Profit Corporation, formerly known as and
Center, a California Non-Profit Corporation, who acquired title as **Marin Housing**

hereby GRANT(s) to

Homeward Bound of Marin, a California Non-Profit Corporation

the following real property known as: **190 Mill Street, San Rafael, CA 94901** in the city of San Rafael County of
Marin, State of California:

Lot 1 and 2, in block 6, as shown upon that certain, "Map of East San Rafael", Filed for record
January 21, 1908 in Volume 2 of Maps, at Page 109, Marin County Records

Dated: **April 9, 2004**

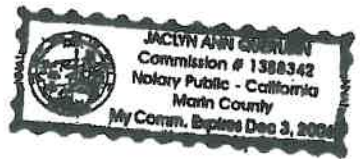
STATE OF CALIFORNIA
COUNTY OF MARIN

By: **HOMeward BOUND OF MARIN, a California Non-Profit Corporation**

On **April 14, 2004** before me, the undersigned, a
Notary Public in and for said County and State, personally appeared
Mary Kay Swenson

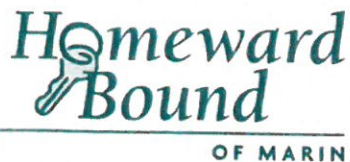
By: [Signature]

personally known to me (or proved to me on the basis of
satisfactory evidence) to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that
he/ she/ they executed the same in his/her/their authorized
capacity(ies) and that by his/her/their signature(s) on the
instrument the person(s), or the entity upon behalf of which the
person(s), acted, executed the instrument.
WITNESS my hand and official seal.



Signature [Signature]

Jaclyn Ann Querubin 199 Greenfield Ave San Rafael, CA
Name Street Address City & State



BEFORE THE BOARD OF DIRECTORS OF HOMEWARD BOUND OF MARIN

**IN THE MATTER OF: MILL STREET CENTER 2.0 - AFFORDABLE HOUSING UNITS
RESOLUTION NO. 1**

AUTHORIZATION TO APPLY FOR MARIN COUNTY IN-LIEU HOUSING TRUST FUNDS AND ENTER INTO A FUNDING AGREEMENT WITH THE COUNTY OF MARIN FOR DEVELOPMENT OF AFFORDABLE HOUSING FOR LOW AND VERY-LOW INCOME HOUSEHOLDS IN MARIN COUNTY

All of the directors of Homeward Bound of Marin, a California nonprofit corporation (the "Homeward Bound"), hereby consent to, adopt and ratify the following Resolution:

WHEREAS, the County of Marin ("County") has established the Marin County In-Lieu Housing Trust Fund ("Trust Fund") and accepts applications for funding on an ongoing basis; and

WHEREAS, Homeward Bound is authorized to do business in the State of California and is empowered to apply for and enter into a funding agreement to receive Trust Funds for the development affordable housing for low and very-low income households in Marin County; and

WHEREAS, Homeward Bound wishes to obtain a funding award of Trust Funds from the County for the development of the Mill Street Center 2.0 - Affordable Housing Units project ("Project"), located in the San Rafael, California; and

WHEREAS, Homeward Bound is an eligible applicant pursuant to the criteria set forth in the Trust Fund Application for Funding, and related materials.

NOW, THEREFORE, IT IS RESOLVED: That Homeward Bound is hereby authorized to submit an application for a funding award in an amount not to exceed **\$500,000** for the Project pursuant to the Trust Fund Application for Funding, and related materials.

RESOLVED FURTHER: If the application is approved, Homeward Bound is hereby authorized to enter into, execute, and deliver an appropriate funding agreement with the County, and to provide any and all other documents required or deemed necessary or to carry into effect the full intent and purpose of this Resolution.

RESOLVED FURTHER: Homeward Bound is further authorized to request amendments, including increases in amounts up to amounts approved by the County, and to execute any and all documents required by the County relating to these amendments.

RESOLVED FURTHER: That Mary Kay Sweeney as the Executive Director of Homeward Bound, or her written designee, are each separate, individually, and independently hereby authorized to execute an application for a County funding award pursuant to the Trust Fund requirements, an appropriate funding agreement and, and any amendment or modifications thereto, on behalf of Homeward Bound.

RESOLVED FURTHER: That this Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED: this 8th day of July, 2021, by the following vote:

AYES: 12 NAYS: _____ ABSTAIN: _____ ABSENT: 2

Signature of Attesting Officer: *Dianne Snedaker, Vice President*

Printed Name and Title of Attesting Officer: **Dianne Snedaker, Vice President**

CERTIFICATE OF THE SECRETARY

The undersigned, Secretary of Homeward Bound does hereby attest and certify that the foregoing Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of said corporation which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

DATE: 7-9-2021 SIGNATURE: *Sonia Seeman*

Name and Title of Secretary: **Sonia Seeman, Secretary**

Printed

Affirmative Fair Housing Marketing (AFHM) Plan- Multifamily Housing



COMMUNITY DEVELOPMENT AGENCY
HOUSING AND FEDERAL GRANTS DIVISION

<p>1a. Applicant's Name <u>Mill Street Center Emergency Shelter</u></p> <p>Address <u>190 Mill Street</u></p> <p>San Rafael CA 94901</p> <p><i>City State Zip</i></p> <p>Phone Number <u>415-382-3363</u></p>	<p>1b. Number of Units</p> <p>64 Shelter Beds</p> <hr/> <p>1c. <u>Census Tract</u></p> <p>1122.01</p>
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1d. Managing Agent Name Self-Managed: Paul Fordham, Deputy Executive Director, Homeward Bound

Address 1385 N. Hamilton Parkway, Novato, Marin County, CA 94949

City County State Zip Code

Telephone Number 415-382-3363, ext. 211 **Email Address** pfordham@hbofm.org

1e. Application/Owner/Developer Name Homeward Bound of Marin

Address 1385 N. Hamilton Parkway, Novato, Marin County, CA 94949

City County State Zip Code

Telephone Number 415-382-3363, ext. 211 **Email Address** pfordham@hbofm.org

1f. Entity Responsible for Marketing (check all that apply)

Owner Agent Other (specify) _____

Position Name Paul Fordham, Deputy Executive Director, Homeward Bound of Marin

Address 1385 N. Hamilton Parkway, Novato, Marin County, CA 94949

City County State Zip Code

Telephone Number 415-382-3363, ext. 211 **Email Address** pfordham@hbofm.org

1g. To whom should approval and other correspondence concerning this AFHMP be sent?

Name LaSaunda Tate

Address 1385 N. Hamilton Parkway, Novato, Marin County, CA 94949

City County State Zip Code

Telephone Number 415-382-3363, ext. 210 **Email Address** ltate@hbofm.org

2a. Affirmative Fair Housing Marketing Plan

Plan Type: Initial Plan Date of the First Approved AFHMP: _____

Reasons for Current Update: _____

2b. Occupancy of the Project (check all that apply)

Elderly

Family

Mixed (Elderly/Disabled)

Disable

2c. Date of Initial Occupancy:

01/01/2021

2d. Advertising Start Date

Advertising must begin at least 90 days prior to initial or renewed occupancy for new construction and substantial rehabilitation projects.

Date advertising began or will begin: _____

For existing projects, select below the reason advertising will be used:

To fill existing unit vacancies

To place applicants on a waiting list which currently has individuals

To reopen a closed waiting list which currently has individuals

3a. Demographics of Project and Housing Market Area
Complete and submit Worksheet 1.

3b. Targeted Marketing Activity Based on your completed Worksheet 1, indicate which demographic group(s) in the housing market area is/are least likely to apply for the housing without special out-reach efforts. (check all that apply)

White

American Indian or Alaskan Native

Persons With Disabilities

Black or African American

Asian

Families with Children

Hispanic or Latino

Native Hawaiian or Other Pacific Islander

Other _____
(e.g. specific ethnic group, religion, etc.)

4a. Proposed Marketing Activities: Community Contacts Complete and submit Worksheet 2 to describe your use of community contacts to market the project to those least likely to apply.

4b. Proposed Marketing Activities: Methods of Advertising Complete and submit Worksheet 3 to describe your proposed methods of advertising that will be used to market to those least likely to apply. Attach copies of advertisements, radio and television scripts, Internet advertisements, websites, and brochures, etc.

4c. Marketing Program: Brochures, Signs, and HUD's Fair Housing Poster

(1) Will brochures, letters, or handouts be used to advertise? Yes No

If "Yes", attach a copy or submit when available.

(2) For development site sign, indicate sign size _____ 10" x _____ 8.5

Logo type size _____ 1.125 x _____ 2.5

Attach a photograph of sign or submit when available.

3) HUD's Fair Housing Poster must be conspicuously displayed wherever sales/rentals and showings take place. Fair Housing Posters will be displayed in the:

Sales Office

Real Estate Office

Model Unit

Other (specify) Mill Street Emergency Shelter Program Office

5. Evaluation of Marketing Activities

Explain the evaluation process you will use to determine whether your marketing activities have been successful in attracting individuals least likely to apply, how often you will make this determination, and how you will make decisions about future marketing based on the evaluation process.

The success of our marketing activities will be measured by: 1) the evaluation of the diversity of our shelter applicants.

2) The evaluation of the diversity of how applicants learn of the emergency shelter opportunities at Mill Street Emergency Shelter.

3) The evaluation of the execution of the marketing plan. The evaluation will consist of data analysis and collected information from the shelter intake process. Additionally, the Development Department will work with program staff to revisit the marketing plan quarterly and ensure that all steps promised within the span are executed in a timely manner. If evaluation determines that the marketing plan is ineffective, the AFHM Plan will be revised and resubmitted to Marin County for approval.

6a. Marketing Staff

What staff positions are/will be responsible for affirmative marketing?

Paul Fordham - Deputy Executive Director; Mary Kay Sweeney - Executive Director, LaSaunda Tate - Director of Housing and Operations, and Anna Hurtado - Director of Supportive Services. Affirmative marketing is a team effort, all of our departments will be involved at some compacity.

6b. Staff Training and Assessment: AFHMP

(1) Has staff been trained on the AFHMP? Yes No

(2) Has staff been instructed in writing and orally on nondiscrimination and fair housing policies as required by 24 CFR 200.620(c)? Yes No

(3) If yes, who provides instruction on the AFHMP and Fair Housing Act, and how frequently?
Leelee Thomas - Marin County. And by the staff attorney for Fair Housing of Marin.

(4) Do you periodically assess staff skills on the use of the AFHMP and the application of the Fair Housing Act? Yes No

(5) If yes, how and how often? Staff meet weekly with supervisors. Program managers meet weekly with the Leadership Team. Marketing program openings and fair housing laws/issues are discussed each week.

6c. Tenant Selection Training/Staff

(1) Has staff been trained on tenant selection in accordance with the project's occupancy policy?
 Yes No

(2) What staff positions are/will be responsible for tenant selection?
Gabrielle August, Adult Shelter Program Director.

All Housing

All Resource Counselors

All Housing Navigators

7. Additional Considerations:

Is there anything else you would like to tell us about your AFHMP to help ensure that your program is marketed to those least likely to apply for housing in your project? Please attach additional sheets, as needed.

Recent AFM Fair Housing Act instruction/training attended by Homeward Bound's staff has included:

"Sharpening Your CoC Program Skills - Region IX - Attended by LaSaunda Tate

"Just Cause for Eviction" - Presentation at BOS Meeting, December 4, 2018 - Attended by Mary Kay Sweeney and Paul Fordham

"Fair Housing Academy" - November 9, 2018 - Attend by Natasha Pietila

Assessment of Fair Housing Steering Committee - Attended monthly by LaSaunda Tate

"Just Cause for Eviction" - Workshop, September 11, 2018 - Attended by LaSaunda Tate and Mary Kay Sweeney

Fair Housing Conference - April 25, 2018 - Attended by LaSaunda Tate and Liz McCann

"2018 Disability Law Requirements, A Free Training for 504 Coordinators" - March 23, 2018 - Attended by LaSaunda Tate

8. Review and Update

By signing this form, the applicant/respondent agrees to implement its AFHMP, and to review and update its AFHMP in accordance with the instructions to item 9 of this form in order to ensure continued compliance with HUD's Affirmative Fair Housing Marketing Regulations (see 24 CFR Part 200, Subpart M). I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (See 18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

LaSaunda Tate

Digitally signed by LaSaunda Tate
Date: 2019.07.12 11:48:15 -0700'

7/12/2019

Signature of person submitting this Plan

Date of Submission (mm/dd/yyyy)

LaSaunda Tate

Name (type or print)

Name (type or print)

For Housing and Federal Grants Use Only

Reviewing Official:

Signature

Date (mm/dd/yyyy)

Name (type or print)

Title

INSTRUCTIONS:

Send completed form and worksheets to [Leelee Thomas](#), Planning Manager

Part 1: Applicant/Respondent and Project Identification. Blocks 1a, 1b, 1e, 1f, and 1g are self-explanatory.

Block 1c - Respondents may obtain the [Census tract number](#) from the U.S. Census Bureau when completing Worksheet One.

Block 1d - The applicant should complete this block only if a Managing Agent (the agent cannot be the applicant) is implementing the AFHMP.

Part 2: Type of AFHMP

Block 2a - Respondents should indicate the status of the AFHMP, i.e., initial or updated, as well as the date of the first approved AFHMP. Respondents should also provide the reason (s) for the current update, whether the update is based on the five-year review or due to significant changes in project or local demographics (See instructions for Part 9).

Block 2b - Respondents should identify all groups HUD has approved for occupancy in the subject project, in accordance with the contract, grant, etc.

Block 2c - Respondents should specify the date the project was/will be first occupied.

Block 2d - For new construction and substantial rehabilitation projects, advertising must begin at least 90 days prior to initial occupancy. In the case of existing projects, respondents should indicate whether the advertising will be used to fill existing vacancies, to place individuals on the project's waiting list, or to re-open a closed waiting list. Please indicate how many people are on the waiting list when advertising begins.

Part 3 Demographics and Marketing Area.

"Least likely to apply" means that there is an identifiable presence of a specific demographic group in the housing market area, but members of that group are not likely to apply for the housing without targeted outreach, including marketing materials in other languages for limited English proficient individuals, and alternative formats for persons with disabilities. Reasons for not applying may include, but are not limited to, insufficient information about housing opportunities, language barriers, or transportation impediments.

Block 3a - Using Worksheet 1, the respondent should indicate the demographic composition of the project's residents, current project applicant data, census tract, housing market area, and expanded housing market area. The applicable housing market area and expanded housing market area should be indicated in Block 1e. Compare groups within rows/across columns on Worksheet 1 to identify any under-represented group(s) relative to the surrounding housing market area and expanded housing market area, i.e., those group(s) "least likely to apply" for the housing without targeted outreach and marketing. If there is a particular group or subgroup with members of a protected class that has an identifiable presence in the housing market area, but is not included in Worksheet 1, please specify under "Other."

Respondents should use the most current demographic data from the U.S. Census or another official source such as a local government planning office.

Block 3b - Using the information from the completed Worksheet 1, respondents should identify the demographic group(s) least likely to apply for the housing without special outreach efforts by checking all that apply.

Part 4 - Marketing Program and Residency Preference (if any).

Block 4a - Using Worksheet 2, respondents should describe their use of community contacts to help market the project to those least likely to apply. This table should include the name of a contact person, his/her address, telephone number, previous experience working with the target population(s), the approximate date contact was/will be initiated, and the specific role the community contact will play in assisting with affirmative fair housing marketing or outreach.

Block 4b - Using Worksheet 3, respondents should describe their proposed method(s) of advertising to market to those least likely to apply. This table should identify each media option, the reason for choosing this media, and the language of the advertisement. Alternative format(s) that will be used to reach persons with disabilities, and logo(s) that will appear on the various materials (as well as their size) should be described.

Please attach a copy of the advertising or marketing material.

Part 5 – Availability of the Fair Housing Poster, AFHMP, and Project Site Sign.

Block 5a - The Fair Housing Poster must be prominently displayed in all offices in which sale or rental activity takes place (24 CFR 200.620(e)). Respondents should indicate all locations where the Fair Housing Poster will be displayed.

Block 5a continued -The AFHMP must be available for public inspection at the sales or rental office (24 CFR 200.625). Check all of the locations where the AFHMP will be available.

Project Site Sign must display in a conspicuous position the HUD-approved Equal Housing Opportunity logo, slogan, or statement (24 CFR 200.620(f)). Respondents should indicate where the Project Site Sign will be displayed, as well as the size of the Sign and the size of the logo, slogan, or statement.

Please submit photographs of project site signs.

Part 6 - Evaluation of Marketing Activities.

Respondents should explain the evaluation process to be used to determine if they have been successful in attracting those individuals identified as least likely to apply. Respondents should also explain how they will make decisions about future marketing activities based on the evaluations.

Part 7- Marketing Staff and Training.

Block 7a - Respondents should identify staff positions that are/will be responsible for affirmative marketing.

Block 7b - Respondents should indicate whether staff has been trained on the AFHMP and Fair Housing Act.

Please indicate who provides the training and how frequently.

In addition, respondents should specify whether they periodically assess staff members' skills in using the AFHMP and in applying the Fair Housing Act. They should state how often

they assess employee skills and how they conduct the assessment.

Block 7c - Respondents should indicate whether staff has been trained on tenant selection in accordance with the project's occupancy policy, including residency preferences (if any). Respondents should also identify those staff positions that are/will be responsible for tenant selection.

Part 8 - Additional Considerations.

Respondents should describe their efforts not previously mentioned that were/are planned to attract those individuals least likely to apply for the subject housing.

Part 9 - Review and Update.

By signing the respondent assumes responsibility for implementing the AFHMP. Respondents must review their AFHMP every five years or when the local Community Development jurisdiction's Consolidated Plan is updated, or when there are significant changes in the demographics of the project or the local housing market area. When reviewing the plan, the respondent should consider the current demographics of the housing market area to determine if there have been demographic changes in the population in terms of race, color, national origin, religion, sex, familial status, or disability. The respondent will then determine if the population least to likely to apply for the housing is still the population identified in the AFHMP, whether the advertising and publicity cited in the current AFHMP are still appropriate, or whether advertising sources should be modified or expanded. Even if the demographics of the housing market area have not changed, the respondent should determine if the outreach currently being performed is reaching those it is intended to reach as measured by project occupancy and applicant data. If not, the AFHMP should be updated. The revised AFHMP must be submitted to HUD for approval. Staff may review whether the affirmative marketing is actually being performed in accordance with the AFHMP. If based on their review, respondents determine the AFHMP does not need to be revised, they should maintain a file documenting what was reviewed, what was found as a result of the review, and why no changes were required. Staff may review this documentation.

**Worksheet 1: Determining Demographic Groups Least Likely to Apply for Housing Opportunities
(See AFHMP, Block 3b)**

In the respective columns below, indicate the percentage of demographic groups among the project's residents, current project applicant data, census tract, housing market area, and expanded housing market area. If you are a new construction or substantial rehabilitation project and do not have residents or project applicant data, only report information for census tract, housing market area, and expanded market area. The purpose of this information is to identify any under-representation of certain demographic groups in terms of race, color, national origin, religion, sex, familial status, or disability. If there is significant under-representation of any demographic group among project residents or current applicants in relation to the housing/expanded housing market area, then targeted outreach and marketing should be directed towards these individuals least likely to apply. Please indicate under-represented groups in Block 3b of the AFHMP. **Please attach maps showing both the housing market area and the expanded housing market area.**

Demographic Characteristics	Project's Residents	Project's Applicant Data	Census Tract
% White	N/A	N/A	3.7
% Black or African American	N/A	N/A	3.7
%Hispanic or Latino	N/A	N/A	86.5
% Asian	N/A	N/A	3.1
% American Indian or Alaskan Native	N/A	N/A	.1
% Native Hawaiian or Pacific Islander	N/A	N/A	.1
% Persons with Disabilities	N/A	N/A	10
% Families with Children under the age of 18	N/A	N/A	N/A
Other (specify)	N/A	N/A	N/A

Worksheet 2: Proposed Marketing Activities – Community Contacts (See AFHMP, Block 4a)

For each targeted marketing population designated as least likely to apply in Block 3b, identify at least one community contact organization you will use to facilitate outreach to the particular population group. This could be a social service agency, religious body, advocacy group, community center, etc. State the names of contact persons, their addresses, their telephone numbers, their previous experience working with the target population, the approximate date contact was/will be initiated, and the specific role they will play in assisting with the affirmative fair housing marketing. Please attach additional pages if necessary.

Targeted Population(s)	Community Contact(s), including required information noted above.
Black or African American	Marin City Development Corporation. Contact: Melissa Cadet, Ph.D., 441 Drake Ave, Marin City, CA 94965, 415-339-2837. Melissa has many decades of experience leading community organizations and helping clients achieve economic self-sufficiency. Initial contact made in 2014. Homeward Bound's program staff and executive leadership work with MCDCC to ensure Marin City residents know about our program opportunities.
Asian	Marin Asian Advocacy Project. Contact: Vinh Luu, Executive Director, 851 Irwin Street, #201, San Rafael, CA 94901, 415-847-2747, vluu@marinaap.org. Vinh has more than 30 years of experience advocating for the rights of Marin's East-Asian population. Original contact made in 2016 with Alfa Huyen, MAAP coordinator. Vinh and Alfa assist with translations of housing application materials from English to Vietnamese.
Hispanic Latino	Canal Alliance. Contact: Gloria Castillo, Housing Coordinator, 91 Larkspur St., San Rafael, CA 94901, 415-306-0434. Initial contact in 2014 with Bob Jackson. Bilingual with a BA in social welfare/ethnic studies, Gloria has been with Canal Alliance for 7+ years, and will share our application information with Spanish speaking populations in Marin. The application for King Street was also shared with Community Action Marin.
Persons with Disabilities	LaSaunda Tate, Director of Housing and Operations for Homeward Bound, is also the agency 504 coordinator, 1385 N. Hamilton Parkway, Novato, CA 94949, 415-382, 3363, x.210. LaSaunda works with Marin Center for Independent Living to ensure disabled persons, including seniors, are aware of Homeward Bound's housing programs. In addition, we reach out to disabled homeless individuals via Whistlestop, St. Vincent de Paul Society, and Health and Human Services.

Worksheet 3: Proposed Marketing Activities – Methods of Advertising (See AFHMP, Block 4b)

Complete the following table by identifying your targeted marketing population(s), as indicated in Block 3b, as well as the methods of advertising that will be used to market to that population. For each targeted population, state the means of advertising that you will use as applicable to that group and the reason for choosing this media. In each block, in addition to specifying the media that will be used (e.g., name of newspaper, television station, website, location of bulletin board, etc.) state any language(s) in which the material will be provided, identify any alternative format(s) to be used (e.g. Braille, large print, etc.), and specify the logo(s) (as well as size) that will appear on the various materials. Attach additional pages, if necessary, for further explanation. Please attach a copy of the advertising or marketing material.

Targeted Population(s) Methods of Advertising	Targeted Population:	Targeted Population:	Targeted Population:
Newspaper(s)	"The Whistlestop Express" (Eng) Monthly Newsletter for older adults and people living with disabilities	"La Voz" (Span/Eng) - Northern CA's primary bilingual newspaper	Marin Independent Journal (Eng) - the primary newspaper in Marin County
Radio Station(s)	KWMMR - Community Radio (Eng) in West Marin	KBBF 89.1(Span/Eng) radio	Marin County Post (Eng) Weekly print news for Marin City - Ads can be placed through ads@postnewsgroup.com.
TV Station(s)	Novato Community Television; Marin TV (Eng) - Public Access television that can place on-air notices	Marin Community Television (local channels 26/27/30) on-air community calendar postings/ notices can be placed in Spanish via their website	Marin Community Television (local channels 26/27/30) on-air community calendar postings/notices can be placed via their website
Electronic Media	Homeward Bound's website (Eng)- publishes all organizational news releases and provides regularly updated information and contacts for housing programs	TacoList.com (Span) - websites for Spanish-language classifieds	
Bulletin Boards	Mill St. Emergency Shelter information flyers will be displayed on bulletin boards at Homeward Bound's housing sites and community centers	Mill St. 2.0 information flyer (Span) displayed on bulletin boards at Homeward Bound's housing sites and community centers	Mill St. 2.0 information flyer - displayed on bulletin boards at Homeward Bound's housing sites and community centers
Brochures, Notices, Flyers	Homeward Bound's flyer about Mill St 2.0 - circulated via print, bulletin boards, libraries, social media, community centers laundromats, and mass e-mails	Homeward Bound's flyer (Span)about Mill St. 2.0 - circulated via print, bulletin boards, social media, community centers laundromats, and mass e-mails	Mill St. 2.0 - circulated via print, bulletin boards, social media, community centers laundromats, and mass e-mails
Others (Specify)	Homeward Bound's Facebook (Eng) (1,214 followers) and Twitter (838 followers) (Eng) - regular updates and links for more info. on programs		Homeward Bound's Facebook (Eng) (1,214 followers) and Twitter (838 followers) (Eng) - regular updates and links for more info. on programs

**Project Description for Environmental Review: 2018-2019 Community Development Block Grant
Expansion and Complete Site Renovation of Mill Street Center Emergency Shelter, San Rafael, CA
Submitted by Homeward Bound of Marin**

OVERVIEW: This project will replace the current Mill Street Center emergency shelter in San Rafael with an expanded facility and 32 new units of permanent supportive housing. The overall goal of this project is to offer pathways out of homelessness by providing critically-needed emergency shelter and affordable housing units integrated with 24/7 on-site social services.

LOCATION: 190 Mill Street, San Rafael, CA 94901; APN 014-192-12

TYPE OF PROJECT: The proposed project is a complete site renovation of the existing emergency shelter with new construction of permanent supportive housing units.

SCOPE OF WORK: The overall scope for this project will include demolition of the existing structure, site preparation and grading, new construction to rebuild the current shelter, the addition of a parking structure, and development of 32 new permanent supportive housing units.

SIZE OF PROJECT: Homeward Bound proposes rebuilding and expanding the current 40-55 bed Mill Street Center by developing a 4-story structure at the existing site. The new 64-bed shelter will be built on the second floor above ground-level parking. The third and fourth floors will be of matching design, each having 16 single-room occupancy units, as well as shared kitchens, bathrooms, and service spaces. The initial architectural concept calls for a 32,000 square foot building (8,000 square feet per floor) with elevator on a property that totals 13,500 square feet. The first-floor shelter will include 16 small units of 4 beds each which will allow unit set-asides as well as space for services and facility administration.

This project will serve people in Marin experiencing chronic homelessness. Residents will be admitted via Marin's Coordinated Entry system, which uses a Housing First model and prioritizes people based on their vulnerability, taking into account their length of time homeless, interactions with emergency services, physical well-being, and mental health.

TIMELINE: Planning for this project has already begun and completion is preliminarily expected by the end of 2020. Below is a current estimated schedule for construction and completion of all activities:

- October 2018 – Pre-application (initial design and scope) submitted to City of San Rafael
- December 2018 – Traffic study completed
- December 2019 – Pre-application/conceptual review (design, re-zoning) approved
- December 2019 – Approvals for setbacks, height, lot coverage, and parking secured
- December 2019 – General contractor selected
- February 2020 – Obtained building permit
- February 2020 – Construction begun
- July 2020 – Fundraising completed
- December 2020 – Construction completed, Certificate of Occupancy secured

CHARACTER AND FEATURES OF CURRENT BUILDING: The current building is a single-level structure of wood frame stucco construction with 5 dormitory rooms, kitchen, dining room, laundry, bathrooms/showers, staff office, and living room. A small parking lot is adjacent to the building. The existing zoning is CCI/O.

HISTORY OF THE PROPERTY: Converted from a private medical practice, the Mill Street property has been operated by Homeward Bound as an emergency shelter with services since 1986. The shelter initially

opened with capacity for 30 beds, undergoing renovations in 1994 that expanded capacity to 40 beds. Because of the vast demand for shelter, the facility expanded capacity again, in 2009, to accommodate up to 55 beds per night. Mill Street Center remains the only emergency shelter for individuals facing a crisis of homelessness in Marin County.

EXISTING CONDITIONS: The existing building is dilapidated and critically in need of upgrades to continue providing safe shelter and support services. Last year, Homeward Bound completed a site investigation of the property funded by Tamalpais Pacific. This included soil boring and analysis, as well as boundary and topographic assessments. These feasibility studies found that the site is viable for development.

EXPECTED IMPACT IF PROJECT DOES NOT PROCEED: Currently, there are not enough shelter beds to serve everyone experiencing homelessness in Marin on a given night. The 2017 Homeless Count & Survey found that 63% of Marin’s homeless population remains unsheltered. This includes over 700 people living on the streets, in abandoned buildings, encampments, vehicles, and unmoored boats without electricity or sewage. If this project does not proceed, the expected impact is continued lack of supportive shelter and affordable housing options to serve homeless individuals in Marin, resulting in more public costs to cover temporary fixes and emergency interventions rather than effective solutions.

AMOUNT OF FUNDING: The anticipated total construction costs are \$11.5 million. No federal funding has been allocated to the project.

FUNDING SOURCES:

Committed: Marin Community Development Agency Community Development Block Grant: \$141,008

Committed: Partnership HealthPlan: \$1,567,065

Solicited: No Place Like Home Non-Competitive Funding: \$1,500,000

Solicited: Homeless Emergency Aid Program: \$4,500,000

Pending: Other government sources, \$2,000,000,

e.g.: No Place Like Home – Technical Assistance; County of Marin; City of San Rafael

Pending: Marin Community Foundation: \$1,500,000

Expected: Other foundations and individual supporters: \$191,935

PROJECT BENEFICIARIES: This project will serve people experiencing chronic homelessness in Marin County. As residents of the new permanent supportive housing units will be frequent utilizers of multiple emergency interventions, this project will also benefit Marin taxpayers, who shoulder the expense of costly public services for this population such as emergency-room visits, hospitalizations, inpatient stays, incarceration, and interactions with law enforcement.

DEVELOPMENT PARTNERS: Frederic C. Divine Associates have been retained as the architects for this project, a local firm with which Homeward Bound has effectively partnered in the past.

ORGANIZATIONAL PURPOSE AND MISSION: Founded in 1974 as a family shelter, Homeward Bound has evolved to become the leading provider of shelter and supportive housing for individuals and families experiencing homelessness in Marin County. With an overarching goal to end homelessness in Marin, Homeward Bound’s mission of “opening doors to safety, dignity, hope, and independence,” is underscored by a vision that “everyone deserves a place to call home.”

NEWS > LOCAL NEWS

Homeward Bound proposes four-story housing and shelter complex for homeless

By **ADRIAN RODRIGUEZ** | arodriguez@marinij.com | Marin

Independent Journal

PUBLISHED: December 8, 2018 at 5:10 pm | UPDATED: December 8, 2018 at 9:01 pm

A Novato agency that serves the homeless has ambitious plans to develop a four-story housing and shelter complex in San Rafael's Canal neighborhood with the help of a \$4.5 million state windfall.

In cooperation with the city of San Rafael and the county, Homeward Bound is proposing to raze its Mill Street Center homeless shelter and erect an approximately 32,000-square-foot complex with a 60-bed shelter and 32 permanent supportive housing units.

"It's going to be a great addition to the scope of services that the county really needs to have," said Mary Kay Sweeney, executive director of Homeward Bound.

"We don't have a particular place to put people who really have barriers to housing and need support to retain their housing," she said. "So this will be an opportunity to provide that for folks."

State officials announced this fall the state would provide a \$500 million one-time funding opportunity called the Homeless Emergency Aid Program, or HEAP. The funding program is designed to help local jurisdictions finance homeless-related programs, such as mobile hygiene services, shelter, diversion, street outreach and other projects. Marin County is in line for \$4.8 million.

After putting out a request for proposals, the county received seven applications for homeless-related projects. Homeward Bound was selected for its housing and shelter proposal. And St. Vincent De Paul Society was selected to receive \$307,965 for a countywide, two-year pilot diversion program.

In order to receive the funding, the county Board of Supervisors and the San Rafael City Council last week approved a declaration of a shelter crisis. County staff is working to finish the application by the Dec. 31 deadline with hopes of receiving funding in early 2019.

The Homeward Bound project is in its conceptual stage, but the idea is to redevelop the entire Mill Street Center lot at 19 Mill St. The ground level of the 13,500-square-foot site would be parking. The shelter would be on the second floor, then two floors of the permanent supportive housing units above.

Permanent supportive housing is like affordable housing. What sets it apart is that there is 24-hour staff available to tenants. Homeward Bound staff offer mental health support, legal help, substance abuse counseling, money management, job counseling and other services.

Paul Fordham, deputy executive director of Homeward Bound, said the nonprofit leaders had been considering a renovation for some time because they've been operating their shelter in a refurbished chiropractic building for over three decades. The new shelter would offer dorm room situations that are catered to the individual, Fordham said, explaining that, for example, it would be unwise to bunk someone who is in recovery from drugs or alcohol with someone who is still using.

"So we are providing a more dignified space with the remodel," he said.

Secondly, he said it is difficult to find a location in a neighborhood to build this type of housing. It made sense for the nonprofit to add supportive housing to a property that they own already.

Furthermore, using the county's "Housing First" program to address homelessness, Fordham said they will be better positioned to "set individuals on a path to end their journey, to get them out of homelessness."

Carrie Sagar, senior homelessness program coordinator for the county, said although HEAP requires the declaration of a shelter crisis, "we're really treating it more like a homeless crisis here in Marin County. The problem is homelessness."

A one-day count of Marin County's homeless population in January 2017 found 1,117 homeless individuals; 359 of them met the definition of "chronically homeless" — individuals who have been homeless for at least one year and have a physical, mental or substance-use related disability.

Christine Paquette, executive director of St. Vincent de Paul Society, said that through informal efforts, her staff has found that diversion is effective and they are hopeful that the two-year pilot program will be successful. Anecdotal evidence shows that communities that effectively offer diversion programs see a 30 to 50 percent success rate.

"Diversion is for people who are newly homeless," she said, explaining that those who are chronically homeless are in need of different services.

"Someone who is newly homeless should really be diverted out of our shelter system and into professional assistance to help come up with a better solution than putting them in a shelter bed."

As for Homeward Bound, if everything unfolds according to plan, Fordham said the project could be approved by San Rafael city officials within 12 months. That would put them in position to start construction in spring 2020. Preliminary estimates suggest the project would cost \$11 million to \$13 million, Fordham said.

San Rafael Mayor Gary Phillips said "homelessness is something that we've been working on for a long time now. ... And this is going to help us relieve some of that pressing need for shelter."

Tags: [Homelessness](#), [housing](#), [newsletter](#)



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Adrian Rodriguez

Adrian Rodriguez covers transportation, San Rafael and the **Ross Valley** for the **Marin IJ**. He also writes the weekly business column **Movers & Shakers**, which appears in Friday's paper. Reach the author at arodriguez@marinij.com or follow Adrian on Twitter: [@adrianrodri](https://twitter.com/adrianrodri).

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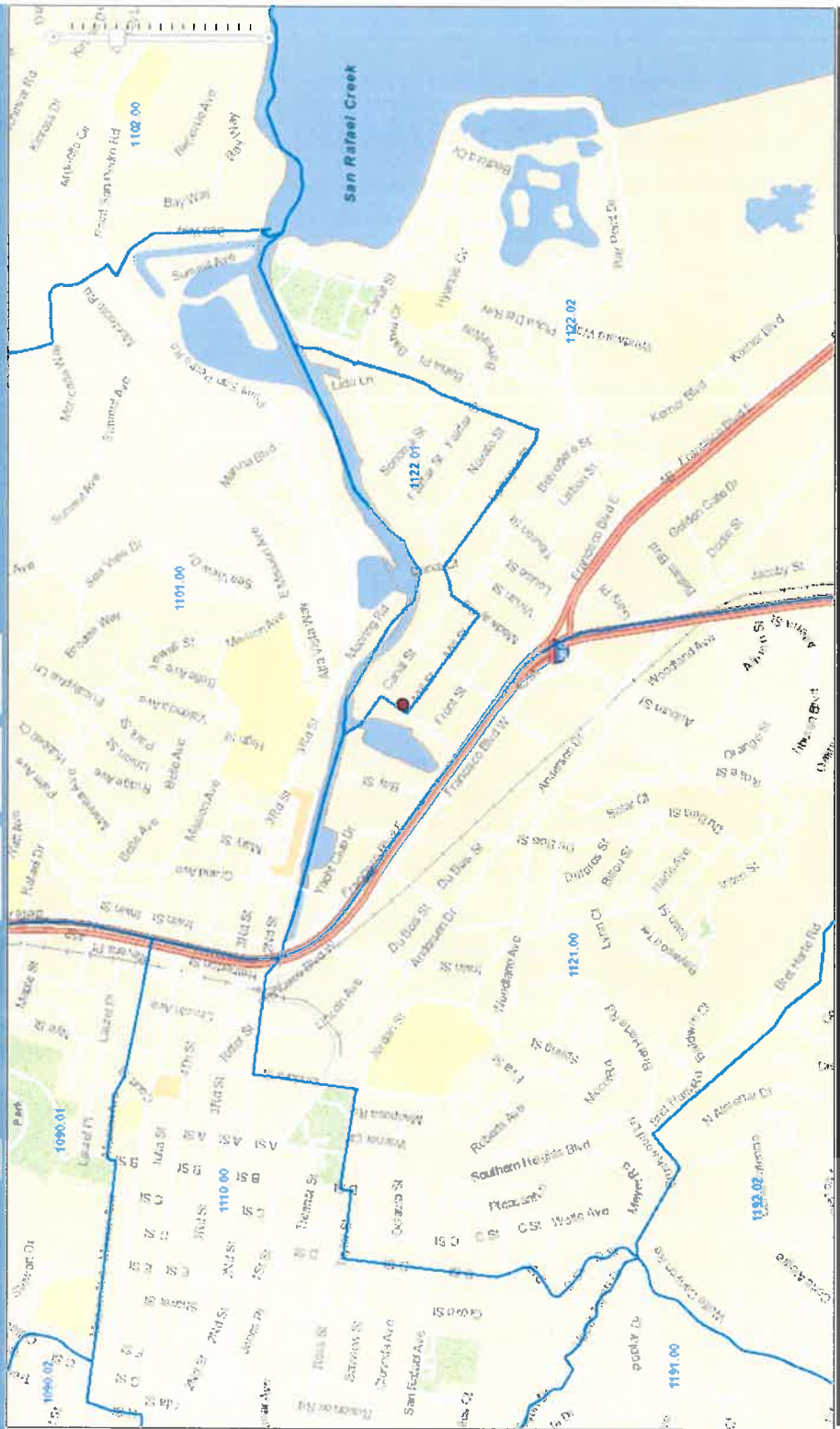
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Address	190 MILL ST, SAN RAFAEL, CA
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State Code	94
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Tract Code	D41
USA/MD Name	SAN RAFAEL, CA
State Name	CALIFORNIA
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