

**ACTION PLAN FOR CDBG/HOME/ESG FUNDING FOR FISCAL YEAR 2003-04**

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Applicant	Project	Request	HCDC Recom.	Notes	
<b>Housing Development</b>					
1	Community Housing Developers, Inc.	1730 Bay Road, EPA - New construction of 74 family rental units	\$2,000,000	\$1,000,000	Project has also applied for funds directly from the City. County funds to be used for acquisition only. (\$308,451 CDBG/\$691,549 HOME)
2	EPA CAN DO	Durable CDC Capacity Program	\$15,000	\$15,000	This is the 2 <sup>nd</sup> year of a 3-year CDC Capacity Building program supported by LISC. A pre-commitment of \$15,000 from FY 2004-05 funds is also recommended. (HOME)
3	Mental Health Association	Belmont Apartments, 1625 El Camino Real, Belmont - development of 24 units for adults with mental illness	\$313,750	\$313,750	On-site services would include an occupational therapy program. (HOME)
4	National Church Residences	WestView Apt., 367 Glencourt way, Pac. - New construction of 34 family rental units	\$1,500,000	\$0	Project considered premature. Sponsor encouraged to apply for off-cycle funds when project has moved further along.
5	Rotary Hacienda, Inc.	Rotary Hacienda II, 2701 Flores, San Mateo - New construction of 50 Senior rental units	\$2,086,195	\$400,000	It appears that the San Mateo Redevelopment Agency will have adequate funds to fill the gap. (HOME)
6	South Coast Collaborative	Pescadero Affordable Housing Initiative - Cloverdale Rd/Butano Cutoff, Pescadero - new construction 10 unit mix of rental and ownership housing. This	\$120,000	\$25,000	This is a pre-development application to determine project feasibility. Funding designated for water study to determine adequate capacity and quality. (CDBG)
7	The Lesley Foundation	Bonnie Brae Terrace, 2400 Carlmont Drive, Belmont - Elevator and Fire Alarm System upgrades for existing 164 units of Senior Housing.	\$162,000	\$162,000	Sponsor applying for required upgrades to the fire alarm system and the electrical portion of required upgrades to their 164 unit housing Senior development. (CDBG)
8	First Step for Families Reconstruction	319-325 Villa Terrace, San Mateo - new construction of Emergency Shelter and Transitional Hsg	\$400,000	\$400,000	This was pre-committed in 2002-03. Project is replacement with new family shelter/transition housing for 39 families; also, licensed child care center. (CDBG)
9	Housing Development Reserve	funds to assist off-cycle projects	\$282,520	\$652,646	\$181,720 of this is estimated Program Income from previous housing development activities and can only be spent/committed when funds are received. (\$181,720 CDBG/\$531,926 HOME)

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10	City of East Palo Alto	Palo Mobile Estates, East Palo Alto Acquisition of 117 unit mobile home park	\$800,000	\$775,000	\$25,000 awarded from FY 2002-03 Pre-development fund. (CDBG)
11	HIP Housing (formerly HAND)	11 So. Delaware Ave., San Mateo. acquisition/rehab or 11 unit apartment house	\$300,000	\$300,000	This project qualifies for funding under the required 15% CHDO set-aside from the HOME Program funds. (HOME)
<b>Housing Development Sub-Total</b>			<b>\$7,979,465</b>	<b>\$4,043,396</b>	
<b>Housing Rehabilitation Programs</b>					
12	Center for the Independence of the Disabled (CID)	Tenant Accessibility Program - Countywide: provide accessibility modifications to rental units	\$15,000	\$15,000	This program serves approximately 25 households per year. Sponsor is on target for meeting their goals in current year.
13	Center for the Independence of the Disabled (CID)	Housing Accessibility Modification Program - Countywide: provide accessibility modifications for lower income families	\$40,000	\$40,000	This program serves approximately 80 households per year. Sponsor is on target for meeting their goals in current year.
14	Senior Coastsiders	Minor Home Repair Program - Coastsides: provides free home repairs to low income seniors on the coast	\$50,000	\$50,000	This program serves approximately 40 homes/mobile homes on the Coastsides per year in addition to public facilities.
15	City of Menlo Park	Housing Rehabilitation Program - Menlo Park	\$400,000	\$200,000	This program serves approximately 12 households in Menlo Park each year.
16	North Peninsula Neighborhood Services	Housing Revitalization Program - Countywide: free minor repairs for extremely low income families	\$75,000	\$75,000	This program serves approximately 50 to 60 households per year. Serves entire San Mateo County.
17	Rebuilding Together	National Rebuilding Day - volunteer program to repair homes and child care facilities	\$26,000	\$26,000	County funding to be directed to child care facilities.
<b>Housing Rehabilitation Programs Sub-Total</b>			<b>\$606,000</b>	<b>\$406,000</b>	
<b>Public Facilities</b>					
18	Caminar, Inc.	Redwood House Kitchen Renovation - 248 Redwood Ave., Redwood City	\$79,149	\$30,000	The renovation will allow for the kitchen to be utilized as a learning tool or resource to the participants of the program.
19	Center for Domestic Violence Prevention	Shelter Improvement Project - confidential address in central San Mateo	\$27,300	\$25,000	Required rehabilitation to Battered Women's Shelter based on requirements of the County and the City of San Mateo.

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20	City of Half Moon Bay Ted Adcock Senior Center Addition 535 Kelly Ave., HMB	\$100,000	\$0	CDBG funds have been previously committed to another senior facility under development in the same area.
21	City of Pacifica Rehab of modular unit for new Pacifica Resource Center 435 Edgemar, Pacifica	\$15,000	\$0	Part of project cost was for payoff of existing CDBG debt for acquisition of existing Resource Center modular; propose to renegotiate payoff terms.
22	City of Redwood City Fair Oaks Athletic Field Renovations 2950 Fair Oaks, RC	\$474,000	\$300,000	Renovations of Youth Recreation Facilities are a high priority. Applicant encouraged to investigate additional funding sources.
23	Clara-Mateo Alliance Elsa Segovia Center Rehab. & Kitchen 795 Willow, MP	\$200,000	\$50,000	Funding for Kitchen remodel only; applicant encouraged to seek additional funds from Santa Clara County sources.
24	Coastside Children's Program Half Moon Bay Center 494 Miramontes, HMB	\$40,000	\$22,000	Fund to support the window replacement and associated dryrot repairs.
25	Coastside Children's Program Preschool 777 Miramontes, HMB	\$8,000	\$0	Proposed budget determined to be excessive.
26	El Concillio of SM County Nuestra Casa Services Center 3180 Middlefield Rd., Redwood City	\$200,000	\$44,000	Combine funds allocated in FY 2002-03 (\$56,000) for total of \$100,00 to purchase the property; Continue fund raising to cover renovations; applicant should request assistance from Redwood City.
27	PalCare PalCare Preschool Expansion 945 California Ave, Burl.	\$200,000	\$118,516	Project creates space for additional 60 - 75 licensed preschool/daycare spaces.
28	Parca Raji House Respite Center Rehab. 1401 Palm, Burl.	\$65,000	\$25,000	Renovation will allow for the garage to be converted to a therapy room for the youth in wheel chairs.
29	YMCA of the Mid-Peninsula East Palo Alto YMCA Capital Campaign - Bell Park Community Center 550 Bell St., EPA	\$300,000	\$65,000	Facility will provide a variety of services. Also recommend a pre-commitment of \$35,000 from FY 2004-05 CDBG funds.
<b>Public Facilities Sub-Total</b>		<b>\$1,708,449</b>	<b>\$679,516</b>	
<b>Micro-Enterprise/Economic Development</b>				
30	Legal Aid Society First Stop Legal Assistance for New Micro-enterprises Countywide	\$80,000	\$0	Not a high priority; expensive for the number of new businesses actually started.
31	Start Up Self-Employment Assistance for Micro-enterprises - East Palo Alto and east Menlo Park.	\$80,000	\$55,000	Successful program; additional funding over last years level to pay for advanced technical assistance.

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32	City of East Palo Alto	First Source Local Business Capacity Building - EPA	\$50,000	\$0	Not a high priority; no leveraging of funds from any other sources. Similar to services to be provided by Start Up.
<b>Micro-Enterprise/Econ. Dev. Sub-Total</b>			<b>\$210,000</b>	<b>\$55,000</b>	
<b>Public Services</b>					
33	Bayshore Child Care Services	Child Care Services 45 Midway, Daly City	\$35,000	\$0	Did not meet daycare priorities as defined; request was for admin and not rehab or development; service area was 90% Daly City and SSF.
34	Cath. Charities/Cath. Youth Charities	San Carlos Adult Day Support Center 787 Walnut, SC	\$30,000	\$0	Program as shown had extremely high cost for service (\$6,717 per client); no previous funding by CDBG.
35	Child Care Coordinating Council	Homeless Prevention Child Care Subsidy Program - Countywide	\$40,000	\$10,000	Child care services.
36	City of Menlo Park	Belle Haven After School Program 415 Ivy Dr. MP	\$38,000	\$0	Did not meet daycare priorities as defined; request was for admin and not rehab or development.
37	City of Pacifica	Safety Net/Homeless Prevention Services 1809 Palmetto, Pacifica	\$53,685	\$15,000	Core Services, Emergency Homeless Services, shelter, food and clothing. High priority project. Funding conditioned upon agency identifying match source.
38	City of Redwood City	Fair Oaks Comm. Ctr. Information & Referral Program 2600 Middlefield, RC	\$20,000	\$15,000	Core Services, Emergency Homeless Services, shelter, food and clothing. High priority project. Funding conditioned upon agency identifying match source.
39	Clara-Mateo Alliance	CMA Transitional Program	\$10,000	\$80,000	One of the major county shelters, 795 Willow Rd (VA grounds), Menlo Park. County border shelter and community partner with Santa Clara. High priority project. Multiple funding sources, very good leveraging.
40	Clara-Mateo Alliance	CMA Shelter	\$53,000		
41	Clara-Mateo Alliance	Elsa Segovia Center	\$50,000		
42	Clara-Mateo Alliance	CMA Family Program	\$45,000		
43	SM Co. Planning Dept.	Code Enforcement Officer for NFO	\$25,000	\$0	Code Enforcement for abandoned vehicles, illegal use of residences. General County function.
44	Coastside Opportunity Center	Human Services Program Support 99 Avenue Alhambra, El Granada	\$50,000	\$15,000	Core Services, Emergency Homeless Services, shelter, food and clothing. High priority project. Funding conditioned upon agency identifying match source.
45	Center for Domestic Violence Prevention	Emergency Shelter for Domestic Violence Survivors - confidential address in San Mateo	\$40,000	\$30,000	High priority to support existing shelter operations for victims of domestic violence.

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46	Ellipse Pen. AIDS Services	Case Management & Support Services Countywide	\$30,000	\$0	Application was incomplete; application data was unclear.
47	Family Connections	Parent Participation Preschool for Low income households East Menlo Park & East Palo Alto	\$30,000	\$10,000	Parent-child education program serving homeless families in homeless shelter.
48	Family Services Agency of SMC	Seniors Case Management Advocacy - NFO	\$34,677	\$0	Program as defined appears to be available through other agencies; no previous funding by CDBG.
49	Family Support Center of the Mid-Peninsula	Public Services	\$25,000	\$0	Application not reviewed: failed to meet application requirements: <ul style="list-style-type: none"> <li>▶ did not meet submittal deadline</li> <li>▶ application packet incomplete</li> </ul>
50	Goodwill Industries	Homeless JobLink of San Mateo County Countywide	\$24,000	\$0	Employment services to residents in homeless shelters; services available through Peninsula Works.
51	Homeless Vet. Emerg. Hsg. Facility	HVEHF Project Expand 795 Willow Rd, MP	\$101,820	\$0	<ul style="list-style-type: none"> <li>▶ Sponsor is not under contract for FY 02/03 \$10,000 funding;</li> <li>▶ Financial audit is merely unaudited statement/financial compilation;</li> <li>▶ Request is for 100% of program budget.</li> </ul>
52	Human Investment Project (HIP)	Homesharing Help & Information Program Countywide	\$114,000	\$88,000	Cost-effective high priority program. Shared housing placement and case management.
53	InnVision/Urban Ministries of PA	Hotel de Zink Emergency Shelter Menlo Park & Palo Alto	\$34,000	\$0	Rotating church program for homeless singles in south San Mateo County & northern Santa Clara County. Not funded last year.
54	International Inst./ Comm. Legal Services	Housing Rights Project NFO, EPA, MP	\$15,000	\$0	New Program not previously funded.
55	La Raza Centro Legal	Homelessness Prev. & Eviction Defense Countywide	\$25,000	\$15,000	Provides eviction & tenant legal services at satellite offices throughout County and collaborate w/ 7 core agencies.
56	Legal Aid Society	Home Savers Program Countywide	\$20,000	\$10,000	Provides legal services for lower income clientele; good leveraging w/ volunteer attorney program.
57	Mental Health Assoc. of SMC	Spring Street Shelter Operations 2686 Spring Street Redwood City	\$25,000	\$0	Funding request is to replace anticipated funding loss from County Mental Health, but budget notes that loss is only \$4,000.

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58	North Pen. Neighborhood Services	North Peninsula Safety Net Program northern San Mateo County	\$15,000	\$15,000	Core Services, Emergency Homeless Services, shelter, food and clothing. High priority project. Funding conditioned upon agency identifying match source.
59	Ombudsman Program of SM County	Ombudsman Program COUNTYWIDE	\$15,000	\$10,000	Program involves nursing home care monitoring.
60	Parca	Home Buyers Assist. For People w/Dev Disabilities Countywide	\$75,000	\$0	Home buying assistance program for 24 families with disabled family member. Good concept but the application is premature.
61	Samaritan House	Safe Harbor Shelter Operations 295 N. Access Rd, SSF	\$175,000	\$100,000	Long term, successful ongoing project; adequately leveraged.
62	Samaritan House	Community Worker Program central San Mateo County	\$25,000	\$15,000	Core Services, Emergency Homeless Services, shelter, food and clothing. Funding conditioned upon agency identifying match source.
63	Second Harvest Food Bank	Family Harvest Countywide	\$5,000	\$0	New request. Funding from other sources are adequate to cover this project cost.
64	Second Harvest Food Bank	Operation Brown Bag Countywide	\$12,041	\$10,800	Successful food distribution program. Well leveraged project.
65	Shelter Network	Haven Family House Operations 260 van Buren, MP	\$230,000	\$195,000	All three project were consolidated into one award to be allocated to each project at the discretion of the applicant. All three projects are long standing successful operations and are well leveraged. (76,250 CDBG/\$118,750 ESG)
66	Shelter Network	First Step for Families Operations 325 Villa Terr., SM	\$30,000		
67	Shelter Network	Maple Street Shelter Operations 1580 Maple, RC	\$50,000		
68	SMC Interfaith Hospitality Network	Homeless Shelter for Families w/ Children Countywide	\$50,000	\$0	Currently funded by CalWorks.
69	Service League of SM Co.	Freedom & Recovery (FAR) Program 1152 Ruby & 332 E. St, Redwood City	\$36,000	\$15,000	Successful ongoing project; adequate leveraging.
70	The Lesley Foundation	Bonnie Brae Terrace - Services Coordinator 2400 Carlmont Dr. Belmont	\$33,679	\$0	Service Coordinator for Senior Housing. Position has existed for several years and has ongoing funding. Not funded last year.
71	Volunteer Center of SMC	Recruitment/Referral & Agency/Comm Relations Countywide	\$30,000	\$0	Provides recruitment and placement of volunteers in many of the safety net and homeless service programs. Not CDBG eligible; Not cost effective to document clientele served..

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72	YFA	Daybreak Shelter for Homeless Youth 639 Douglas, RC	\$20,000	\$13,500	Shelter for homeless youth with successful outcomes; well leveraged.
<b>Public Services Sub-Total</b>			<b>\$1,769,902</b>	<b>\$662,300</b>	
<b>HUD Mandates</b>					
73	San Mateo Co. Center on Homelessness	Homeless Management Information System	\$45,000	\$15,000	Program anticipates expenditure of FY 02-03 (\$45,000) funds in FY 2003-04.
74	La Raza Centro Legal	Fair Housing Services COUNTYWIDE	\$15,000	\$5,000	Program augments outreach done by existing Fair Hsg organizations
75	Mid-Peninsula Citizens for Fair Housing	Fair Housing Services south San Mateo County	\$32,750	\$10,000	Works in collaboration with other Fair Housing providers.
76	Project Sentinel	Fair Housing Services north & central San Mateo County	\$55,000	\$30,000	On-going Program performance good.
<b>HUD Mandates Sub-Total</b>			<b>\$147,750</b>	<b>\$60,000</b>	
<b>Program Administration</b>					
77	Sm Co. Office of Housing	CDBG (20% of Grant + PI)	\$1,099,000	\$1,099,000	Program Administration allowance as provided in Federal Regulations.
		HOME (10% of Grant + PI)	\$207,470	\$207,470	
		ESG (5% of Grant)	\$6,250	\$6,250	
<b>Program Administration Sub-Total</b>			<b>\$1,312,720</b>	<b>\$1,312,720</b>	
<b>Self-Sustaining Programs (funded by Program Income only)</b>					
78	SM Co. Office of Housing	Housing Rehab. Program	\$1,200,000	\$1,140,000	\$60,000 is being used to fund the HUD Mandates above.
79	City of Menlo Park	Housing Rehab. Program	\$300,000	\$300,000	Recycle program income.
80	Section 108 Loan Repayments	Gateway 101 Infrastructure Loan	\$256,280	\$256,280	Formal debt repayment obligation.
<b>Self-Sustaining Program Sub-Total</b>			<b>\$1,756,280</b>	<b>\$1,696,280</b>	
<b>GRAND TOTAL OF USES</b>			<b>\$15,490,566</b>	<b>\$8,915,212</b>	
<b>PRE-COMMITMENTS OF FY 2004-05 CDBG AND HOME FUNDS</b>					
EPA CAN DO Durable Durable CDC Capacity Program				\$15,000	HOME
YMCA of the Mid-Peninsula Bell Park Community Center				\$35,000	CDBG

**TOTAL SOURCES - CDBG/HOME/ESG**

CDBG Grant for 2003-04	\$3,557,000	
San Mateo County Rehab. Program Income	\$1,200,000	
Menlo Park Rehab. Program Income	\$300,000	
Section 108 Program Income	\$256,280	
Other CDBG Program Income (est. other loan repayments)	\$181,720	
Reprogrammed CDBG Funds from current and prior years	\$386,996	
Housing Development Reserve from 2002-03	\$448,521	
	<u>                    </u>	
<b>Total CDBG Available</b>		<b>\$6,330,517</b>
HOME Grant for 2003-04	\$1,852,500	
HOME Program Income	\$222,195	
Reprogrammed HOME Funds from prior years	\$35,000	
Housing Development Reserve from 2002-03	\$350,000	
	<u>                    </u>	
<b>Total HOME Available</b>		<b>\$2,459,695</b>
ESG Grant for 2003-04	\$125,000	
	<u>                    </u>	
<b>Total ESG Available</b>		<b>\$125,000</b>
		<u>                    </u>
<b>TOTAL AVAILABLE</b>		<b>\$8,915,212</b>

Requests for Extension of Prior Years Allocations			Original Allocation	HCDC Recom.	
1	Homeless Veterans Emergency Housing	Project Expand - Outreach Program	\$10,000	No	Sponsor unable to obtain insurance in current year; Questionable continued capacity due to VA not funding Sponsor next year. Funds have been reallocated to FY 2003-04 Action Plan
2	City of Daly City/Boys & Girls Club	Bayshore Community Center new constr.	\$50,000	Yes	Project progressing - soliciting RFQs for construction bids
3	Senior Coastsiders/Senior Adult Day Health Services	Coastside Senior Services Center	\$50,000	Yes	Funds for pre-development; sponsors progressing in fund raising; \$300,000 already spent for acquisition of property. MPHC acting as developer in conjunction with development of Main & Arnold Senior Housing.
4	El Concilio of San Mateo County	Nuestra Casa - Acquisition/Dev. Of multi-agency services center in NFO.	\$56,000	Yes	These funds, together with Staff recommended funds from 2003-04 to provide down payment on acquisition of property.