

March 2024: The City of South San Francisco is amending the Consolidated Plan to add a new goal to address economic development needs in the community and respond to public input to prioritize economic development initiatives. Amended sections: Goals and Goal Summary.

## **Executive Summary**

### **ES-05 Executive Summary – 24 CFR 91.200(c), 91.220(b)**

#### **1. Introduction**

The City of South San Francisco is required by the U.S. Department of Housing and Urban Development (HUD) to develop and prepare a five-year Consolidated Plan and one-year Annual Action Plan to receive its Community Development Block Grant (CDBG) entitlement funding. The City developed its FY2023-27 Consolidated Plan and FY23-24 Annual Action Plan with a variety of data sources and input received by residents and stakeholders through a robust community engagement process. In alignment with HUD, the City utilizes its CDBG resources to provide decent and affordable housing, providing a suitable living environment, and expand economic opportunities for low- and moderate income households in South San Francisco. The 2023-27 Consolidated Plan articulates a more specific set of goals and priorities to address identified housing and community development needs and describes how the City's CDBG funds will be utilized to address those needs. The City is also a participating jurisdiction in the San Mateo County HOME Consortium and therefore submits its federal application for HOME funding as part of the HOME Consortium.

#### **2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview**

The following section summarizes the needs, goals, and activities as articulated in the City's 2023-27 Consolidated Plan and 2023-24 Annual Action Plan.

**Affordable Housing.** With one of the most expensive housing markets in the country, there continues to be a significant need for more affordable housing in South San Francisco, San Mateo County and the Bay Area. As such, the City will continue its goal of increasing, maintaining, and improving the supply of affordable housing for extremely low- to moderate income households in South San Francisco. The City will use its CDBG funding and other local funding sources for affordable housing acquisition and/or rehabilitation, minor home repair, and accessibility modification programs. The City will also continue to administer its First Time Homebuyer loans and Below Market Rate housing unit program, and provide assistance through its multifamily rehabilitation program.

**Public Facility and Infrastructure Improvements.** Residents and stakeholders articulated the continued need for investment in the City's public facilities and infrastructure, particularly in the lower-income areas of the city. Specifically, South San Francisco residents wanted to see improvements made to community centers, recreation centers, and parks, as well as street and sidewalk improvements. As such, the City will continue with its goal of preserving and improving public facilities in areas that serve high percentages of low income residents and/or special needs populations, as well as facilities used by non-profit organizations that serve these populations. To address these articulated needs, the City will use its CDBG funding, when available and feasible, to preserve, improve, and/or rehabilitate public owned facilities and/or those utilized by non-profit organizations.

**Public Services.** Throughout the community engagement process, residents and stakeholders identified a critical need for the continued provision of public services for South San Francisco residents, as well as other low-income and special needs populations throughout the county. To meet the needs of these households and populations in South San Francisco, the City will continue providing funding to nonprofit agencies and organizations that offer one or more of the following services:

- Safety net services;
- Behavioral health services;
- Life skills training and education services;
- Community improvement services; and
- Housing-related services.

**Housing and Homeless Services.** Rising costs of housing and cost of living in San Mateo County, as well as the lingering impacts from the COVID-19 pandemic, have disproportionately impacted populations experiencing homelessness. As such, the City will continue to work towards its goal of supporting service-enriched shelter and transitional housing for homeless families and individuals by providing funding, when feasible, to rehabilitate and implement accessibility modifications to emergency and transitional housing. If funding becomes available, the City will also support operating costs for nonprofit organizations that provide these services.

### **3. Evaluation of past performance**

**Housing rehabilitation program and minor home repair.** The City has issued two debris box vouchers, two emergency vouchers, and one rehabilitation loan over the last Consolidated Plan period. With the low utilization rate of these activities, the City has continued to explore partnerships with other jurisdictions to help streamline the activities in its housing rehabilitation program. Additionally, the City continued its partnerships with CID, RTP and El Concilio to run the minor home repair programs, which have served over 70 homeowners over the period of the plan.

**Public improvements:** The City has funded public improvement projects that enhanced pedestrian safety and accessibility in the CDBG target areas, including the Breezeway project between 321 and 329 Grand Avenue, the Downtown Breezeway Improvement project at 356 Grand Avenue, and the Avalon Park Pathways Improvement project. Additionally, the City used its CDBG funding for accessibility and

other improvements for the Gardiner Park renovation project. The City also used CDBG funding for the Linden Ave Corridor Wi-Fi project, which provided free public Wi-Fi along Linden Avenue between Railroad Avenue and Armour Boulevard;

**Public services.** South San Francisco has continued its effort to support communities by funding non-profit organizations and agencies that provide a range of public services including senior services; youth services; homeless services; general social services; and services for persons with a disability. Through its non-profit partners, the City allocated nearly \$240,000 and assisted over 1,100 individuals during the period of the plan.

**Economic development.** As a response to the growing need for economic development assistance, the City of South San Francisco developed the Economic Development Small Business Loan program to provide funding to small local businesses affected during mandatory shutdowns implemented statewide. Since the program was implemented, the City has assisted nearly 50 businesses between 2019-2021, retaining nearly 60 full time jobs in South San Francisco.

**COVID-19 response.** The City has used its CARES-Act funding for vital projects and programs to better serve its low-income residents. This funding was utilized for:

- Wi-Fi Expansion Project, which improved internet service in city neighborhoods with poor connectivity;
- Technology Access Program, which provided 400 refurbished laptops and provided internet access to households in need;
- Clean Air at Home Program, which provided 131 HEPA air purifiers for low-income households with medically at-risk family members;
- Meals on Wheels Program, which provided nutritious home delivered meals to qualified homebound older adults and to adults younger than 60 years old living with disabilities; and
- Renaissance Entrepreneurship Program, which supported low-income English- and Spanish-speaking residents with customized English and Spanish language small business training classes and workshops.

In addition to funding programs, South San Francisco has worked towards increasing coordination among agencies and jurisdictions to streamline processes for housing and service assistance. These efforts include collaboration with other jurisdictions and San Mateo County in the HOME Consortium; improving coordination with the Continuum of Care; and developing a homelessness response system and team. The City remains committed to increasing and preserving housing and providing expanded social services. However, rising housing costs and limited funding has continued to make these efforts more challenging.

#### **4. Summary of citizen participation process and consultation process**

In compliance with 24 CFR part 91.105, the City of South San Francisco's Citizen Participation Plan (CPP) encourages participation in the development of its Consolidated Plan, Annual Action Plan, and Consolidated Annual Performance and Evaluation Report (CAPER), particularly from residents of predominantly low- and moderate-income households. Using the CPP as guidance, the City conducted the following actions to promote and encourage participation in the development of the 2023-27 Consolidated Plan and 2023-24 Annual Action Plan:

- In collaboration with San Mateo County and other entitlement jurisdictions in the county, developed and promoted a survey to gather feedback from residents and stakeholders on housing, community development, and economic development needs in San Mateo County. Nearly 500 county respondents participated, with 40 residents from South San Francisco participating in the survey. The survey was available in English, Spanish, Chinese, and Tagalog.
- In coordination with San Mateo County and other entitlement cities in the county, the City consulted with over 40 stakeholders to identify housing, community development, and economic development needs and which populations have the most significant needs. A full list of organizations is provided in Table 2 of the PR-10 section.
- The City hosted an in-person meeting on November 30, 2022 to gather feedback on housing, community development, and economic development needs in the city from South San Francisco residents. Spanish interpretation was available at the meeting. The meeting was promoted through the City's email listservs, website, and social media channels.
- The City held a public hearing on March 8th, 2023 to provide an update on the development of the City's Consolidated Plan and Annual Action Plan, as well as provide another opportunity for South San Francisco residents to provide feedback on housing and other needs in the city. A public notice for the public hearing was posted on the City's website, an email was sent to agencies providing services to low-income residents and the City's interested stakeholder/organization listserv, and a notice was published in the San Mateo County Times on February 6, 2023.
- The City will held a 30-day comment period from April 7th to May 10th, 2023 to provide South San Francisco residents the opportunity to review and comment on the City's 2023-27 Consolidated Plan and 2023-24 Annual Action Plan. Additionally, a public hearing was held on May 10, 2023 at the City Council meeting for South San Francisco residents to provide comments on both plans. A public notice for the 30-day comment period and public hearing was posted on the City's website, an email was sent to agencies providing services to low-income residents and the City's interested stakeholder/organization listserv, and a notice was published in the San Mateo County Times on March 27, 2023.

## **5. Summary of public comments**

A summary of public comments received by the City are included in the Appendix of this plan. The appendix includes the following components:

- An analysis of the findings from the resident and stakeholder survey, as well as findings from the stakeholder consultations. An analysis for South San Francisco survey respondents is also included.
- A summary of comments and feedback received during the November 30, 2022 community meeting.
- A written comment received by the City on November 15, 2022, regarding housing needs in South San Francisco.

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

No comments were provided during the public comment period.

## **7. Summary**

Over the next five years, the City of South San Francisco will continue to use its CDBG resources, as well as other local, state, and federal funding, to increase, maintain, and improve the supply of affordable housing for extremely low- to moderate income families, preserve and improve public facilities in areas that serve a high percentage of low-income or special needs residents, provide public services to improve the quality of life for low-income individuals and families, and support service-enriched shelter and transitional housing for homeless families and individuals.

## The Process

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

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	SOUTH SAN FRANCISCO	
CDBG Administrator	SOUTH SAN FRANCISCO	Housing Division
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

**Table 1– Responsible Agencies**

### Narrative

The City of South San Francisco manages entitlement funds received from HUD through its Economic Development and Housing Division. The City partners with the San Mateo HOME Consortium to leverage resources and reduce administrative burdens for shared subrecipients. With the exception of Daly City and Redwood City, the Consortium includes San Mateo County, the City of San Mateo and all other nonentitlement communities.

### Consolidated Plan Public Contact Information

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Economic Development and Housing Division  
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South San Francisco, CA 94080  
(650) 829-6620

## **PR-10 Consultation - 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)**

### **1. Introduction**

The City of San Francisco utilized different strategies to collect feedback to inform the development of the Consolidated Plan. First, the City coordinated community outreach efforts with San Mateo County to gather feedback from residents and stakeholders, which included interviews with 40+ stakeholders and a countywide housing and community needs survey. Additionally, the City held a community meeting on November 30, 2022, to identify priority housing and community development needs in South San Francisco.

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

During this Consolidated Plan period, the City will continue to strengthen its relationships with organizations that serve the public, especially low-income residents. Specific efforts will include:

- Work with the County of San Mateo and other entitlement jurisdictions to coordinate and streamline CDBG processes
- Participate in the San Mateo County HOME Consortium and provide representation on the County Housing and Community Development Committee
- Work closely with non-profit social service providers, the County, other entitlement jurisdictions, the School District, and other community providers to coordinate the delivery of services to residents
- Fund non-profit organizations serving low-income residents
- Work with non-profit organizations and private developers to build and/or maintain affordable housing
- Work with the Continuum of Care (CoC) to better coordinate homeless services
- Work with the Homeless Outreach Team (HOT) to move the most difficult, long-term homeless individuals out of the Downtown area by placing them in shelters and connecting them with County medical and rehabilitation services. This includes City participation on the HOT Case Manager Group and Oversight Committee
- Continued efforts by the downtown bike patrol to connect the homeless to public services that are available to them
- Engage in local and state housing legislative updates

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness**

The City has a seat on the Continuum of Care (CoC) and is involved in all CoC decision-making. The CoC Steering Committee guides the implementation of San Mateo County's homeless services system. The CoC undertakes a wide range of efforts to meet the needs of homeless persons and those at risk of homelessness.

**Chronic homeless.** The CoC has created multi-disciplinary, bilingual, Homeless Outreach Teams (HOT) to conduct intensive outreach with chronically homeless people throughout the County and help them move into permanent housing. The South San Francisco HOT program was implemented in FY13-14 and continues to be active in the city. City staff, police, elected officials, County staff, and local service providers actively participate and meet regularly to provide updates to program members.

**Families with children.** The CoC has developed a rapid re-housing program which provides short-term rental assistance plus case management to homeless families. The San Mateo County Human Services Agency has also provided funding for a motel voucher program to assist families that are waiting to access shelter.

**Veterans.** The Board of Supervisors created the Veterans Commission in 2014 to address the needs of the over 33,000 veterans and their families living in San Mateo County. The CoC continues to work with the Commission to improve countywide efforts to reach out to homeless and at-risk veterans, assess their service and housing needs, and help them access needed resources, including HUD Veterans Affairs Supportive Housing (VASH) vouchers and other veteran benefits. The Veterans Commission developed a strategic plan (2019-2022) and needs assessment report (2021) to help guide recommendations for policy and program improvements.

**Youth.** CoC funds are provided to the County Mental Health Association to operate its Support and Advocacy for Youth in Transition Program, which provides case management and housing search/stabilization services to homeless youth. Additionally, the CoC has established specific objectives for reducing homelessness at both the system and project level.

#### System-wide objectives

The CoCs new 2022-2025 Strategic Plan on Homelessness builds upon the Ending Homelessness in San Mateo County (2016-2022) by setting forth a vision and roadmap for the community response to homelessness over the next three years. The most recent plan builds upon the significant strides made in designing and implementing a robust system to respond to homelessness in San Mateo County. The system will continue to include existing primary interventions, including outreach and engagement, shelter and interim housing, and housing solutions, including rapid rehousing, housing navigation services, and permanent supportive housing. Other interventions include prevention assistance and targeted programs, specifically for veterans, families with children, and youth. Additionally, the County is striving towards advancing equity and inclusion in the homeless crisis response system in San Mateo County by focusing on people with the highest needs, advancing racial equity in the homeless crisis response system, and involving people with lived experience of homelessness in system planning.

Partnerships and collaboration across systems, sectors, and jurisdictions is a central feature of the homeless crisis response system in the County.



**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS**

As previously mentioned, the City has a seat on the CoC Steering Committee and meets on a quarterly basis to make decisions regarding the planning, funding, and operation of the CoC. Additionally, the City sits on the COC Funding/Project Review Subcommittee, which reviews renewal and new projects seeking CoC funding. The City does not receive ESG funding as the County Department of Housing (DOH) is the only ESG recipient in the County. However, the City does have a designated seat on the DOH's Housing & Community Development Committee (HCDC), which advises the County Board of Supervisors on allocating County CDBG and HOME funding. Further, the City participates in the CoCs development of performance and evaluation standards along with the management of the Homeless Management Information System (HMIS).

**System-Wide Performance Measurement**

On an annual basis, the CoC Lead Agency, the San Mateo County Center on Homelessness (COH) compiles a report on how well the community is meeting the objectives set forth in the HOPE Plan. This includes an analysis of housing development data to track the creation of new units of affordable housing and an analysis of HMIS and Core Service Agency data to track the numbers of households receiving assistance. Additionally, the CoC's System Design Subcommittee is developing a set of systemwide performance measures that align with HEARTH and Opening Doors. This work includes developing a recommended methodology for measuring average length of homelessness that includes the time prior to program intake. The CoCs System Design Subcommittee will be researching possible methodologies for a more complete tracking of returns to homelessness, including any further HUD guidance if available.

**Project-Level Performance Measurement**

The COH regularly monitors all emergency shelter, transitional housing, outreach, supportive housing, rapid re-housing, and prevention programs, which includes site visits, analysis of spending rates, and a review of occupancy data. The monitoring process also includes a review of whether projects are meeting the CoCs project performance standards. In addition, the Project Performance Subcommittee works with the COH to conduct an annual assessment of how well projects are performing, identifies those projects that are underachieving, and recommends whether projects should be offered technical assistance or should be candidates for re-allocation of their CoC funds. Also, each project in the CoC receives an annual performance report detailing their results in meeting both HUDs and the CoCs established performance measures.

**Homeless Management Information System (HMIS).**

San Mateo County Human Services Agency, the designated HMIS Lead Agency, uses HMIS which incorporates the latest HUD published data standards and improves the ease of data input and data quality. Additionally, as described in the CoCs Governance Charter, on an annual basis the CoC will review, revise, and approve (as applicable) the privacy, security, and data quality plans for the HMIS. The CoC will also ensure consistent participation of sub recipients in the HMIS and ensure that the HMIS is administered in compliance with HMIS Data Standards.

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

**Table 2– Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	SAMARITAN HOUSE
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Samaritan House provided input during a stakeholder interview on November 3, 2022.
2	<b>Agency/Group/Organization</b>	CID - CENTER FOR INDEPENDENCE OF THE DISABLED
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Center for Independence of Individuals with Disabilities provided input during a stakeholder interview on November 3, 2022, and November 9, 2022.
3	<b>Agency/Group/Organization</b>	SAN MATEO COUNTY DISTRICT ATTORNEY OFFICE - VICTIM SERVICES DIVISION
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from the San Mateo County District Attorney's Office provided input during a stakeholder interview on November 4, 2022.

4	<b>Agency/Group/Organization</b>	SAN MATEO COUNTY INFORMATION SERVICES DEPARTMENT
	<b>Agency/Group/Organization Type</b>	Services - Narrowing the Digital Divide Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Digital Divide
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from the San Mateo County Digital Equity Portal provided input during a stakeholder interview on November 9, 2022.
5	<b>Agency/Group/Organization</b>	RENAISSANCE ENTREPRENEURSHIP CENTER
	<b>Agency/Group/Organization Type</b>	Services-Employment Business Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from the Renaissance Entrepreneurship Center provided input during a stakeholder interview on November 10, 2022.
6	<b>Agency/Group/Organization</b>	EL CONCILIO OF SAN MATEO COUNTY
	<b>Agency/Group/Organization Type</b>	Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from El Concilio of San Mateo County provided input during a stakeholder interview on December 8, 2022.
7	<b>Agency/Group/Organization</b>	Project Sentinel
	<b>Agency/Group/Organization Type</b>	Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Two representatives from Project Sentinel provided input during a stakeholder interview on November 16, 2022.
8	<b>Agency/Group/Organization</b>	Housing Choices
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from Housing Choices provided input during a stakeholder interview on November 17, 2022.
9	<b>Agency/Group/Organization</b>	HOUSING AUTHORITY OF SOUTH SAN FRANCISCO
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from the Housing Authority of South San Francisco provided input during a stakeholder interview on November 30, 2022.
10	<b>Agency/Group/Organization</b>	LEGAL AID SOCIETY OF SAN MATEO COUNTY
	<b>Agency/Group/Organization Type</b>	Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from the Legal Aid Society of San Mateo County provided input during a stakeholder interview on November 30, 2022.
11	<b>Agency/Group/Organization</b>	COMMUNITY OVERCOMING RELATIONSHIP ABUSE
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from CORA provided input during a stakeholder interview on December 5, 2022.
12	<b>Agency/Group/Organization</b>	HIP Housing
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Several representatives from HIP Housing provided input during a stakeholder interview on December 6, 2022.
13	<b>Agency/Group/Organization</b>	San Mateo County Family and Children Services
	<b>Agency/Group/Organization Type</b>	Services-Children Child Welfare Agency Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Representatives from the San Mateo County Family and Children Services Department provided input during stakeholder interviews on December 6, 2022 and December 12, 2022.
14	<b>Agency/Group/Organization</b>	Mental Health Association of San Mateo County
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Persons with Disabilities Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homelessness Needs - Veterans Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from the Mental Health Association of San Mateo County provided input during a stakeholder interview on December 12, 2022.
15	<b>Agency/Group/Organization</b>	Alta Housing
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from Alta Housing provided input during a stakeholder interview on December 13, 2022.
16	<b>Agency/Group/Organization</b>	LifeMoves
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from LifeMoves provided input during a stakeholder interview on December 14, 2022.
17	<b>Agency/Group/Organization</b>	HOUSING AUTHORITY OF SAN MATEO COUNTY
	<b>Agency/Group/Organization Type</b>	PHA Other government - County

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from the Housing Authority of San Mateo County provided input during a stakeholder interview on December 15, 2022.
18	<b>Agency/Group/Organization</b>	REBUILDING TOGETHER PENINSULA
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from Rebuilding Together Peninsula provided input during a stakeholder interview on December 16, 2022.
19	<b>Agency/Group/Organization</b>	Bay Area Legal Aid
	<b>Agency/Group/Organization Type</b>	Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from Bay Area Legal Aid provided input during a stakeholder interview on December 19, 2022.
20	<b>Agency/Group/Organization</b>	Abode Services
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth



	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from Abode Services provided input during a stakeholder interview on December 20, 2022.
21	<b>Agency/Group/Organization</b>	AREA AGENCY ON AGING
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Homeless Needs Assessment
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from the Area Agency on Aging provided input during a stakeholder interview on December 20, 2022.
22	<b>Agency/Group/Organization</b>	SAN MATEO COUNTY HEALTH
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Other government - County Mental Health
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Two representatives from San Mateo County Health provided input during a stakeholder interview on December 20, 2022.
23	<b>Agency/Group/Organization</b>	SAN MATEO COUNTY CHAMBER OF COMMERCE
	<b>Agency/Group/Organization Type</b>	Services-Employment Business Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development Market Analysis

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from the San Mateo County Chamber of Commerce provided input during a stakeholder interview on December 21, 2022.
24	<b>Agency/Group/Organization</b>	Silicon Valley Community Foundation
	<b>Agency/Group/Organization Type</b>	Regional organization Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from the Silicon Valley Community Foundation provided input during a stakeholder interview on December 21, 2022.
25	<b>Agency/Group/Organization</b>	HABITAT FOR HUMANITY GREATER SAN FRANCISCO
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from Habitat for Humanity, Greater San Francisco provided input during a stakeholder interview on January 6, 2023.
26	<b>Agency/Group/Organization</b>	ASSOCIATION OF BAY AREA GOVERNMENTS
	<b>Agency/Group/Organization Type</b>	Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from the Association of Bay Area Governments provided input during a stakeholder interview on December 22, 2022.
27	<b>Agency/Group/Organization</b>	SAN MATEO COUNTY LGBTQ COMMISSION
	<b>Agency/Group/Organization Type</b>	Other government - County

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from the San Mateo County LGBTQ Commission provided input during a stakeholder interview on December 23, 2022.
28	<b>Agency/Group/Organization</b>	SAN MATEO COUNTY HUMAN SERVICES AGENCY
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Victims of Domestic Violence Services-homeless Services-Employment Child Welfare Agency Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from the San Mateo County Human Services Agency provided input during a stakeholder interview on January 4, 2023.
29	<b>Agency/Group/Organization</b>	San Mateo County Flood and Sea Level Rise Resiliency District (ONE SHORELINE)
	<b>Agency/Group/Organization Type</b>	Agency - Managing Flood Prone Areas Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from the San Mateo County Flood and Sea Level Rise Resiliency District (One Shoreline) provided input during a stakeholder interview on January 6, 2023.

30	<b>Agency/Group/Organization</b>	SERVICE LEAGUE OF SAN MATEO COUNTY
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing non-profit organization that delivers after-release programs and services
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from the Service League of San Mateo County provided input during a stakeholder interview on January 10, 2023.
31	<b>Agency/Group/Organization</b>	San Mateo County Veterans Commission
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homelessness Needs - Veterans
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Three representatives from the San Mateo County Veterans Commission provided input during a stakeholder interview on January 11, 2023.
32	<b>Agency/Group/Organization</b>	SAN FRANCISCO FOUNDATION
	<b>Agency/Group/Organization Type</b>	Regional organization Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Two representatives from the San Francisco Foundation provided input during a stakeholder interview on January 13, 2023.
33	<b>Agency/Group/Organization</b>	FRESH LIFELINES FOR YOUTH
	<b>Agency/Group/Organization Type</b>	Services-Children Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative for Fresh Lifelines for Youth provided input during a stakeholder interview on January 13, 2023.
34	<b>Agency/Group/Organization</b>	HEART OF SAN MATEO COUNTY
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Two representatives from HEART of San Mateo County provided input during a stakeholder interview on January 24, 2023.

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

Multiple efforts were made to contact all agencies/organizations required for consultation on the Consolidated Plan. However, despite multiple attempts, not all agencies contacted responded.

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

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	San Mateo County Human Services Agency	The City has identified the need for homeless services and housing and has set a goal to provide service enriched shelter and transitional housing for homeless individuals. This goal overlaps with the goals of the CoC as the CoC seeks to prevent homelessness, promote self-sufficiency of those that are homeless, and provide diverse homeless services.
CoC Strategic Plan to End Homelessness (2022-2025)	San Mateo County Human Services Agency	The City has identified the need for homeless services and housing and has set a goal to provide service enriched shelter and transitional housing for homeless individuals. This goal overlaps with several goals in the County's updated plan to end homelessness.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
South San Francisco Housing Element	City of South San Francisco	California State Law requires all jurisdictions to prepare Housing Elements for their General Plans. The Housing Element is a document intended to help jurisdictions identify and plan for housing need, including affordable and special needs housing. The Housing Elements are required to obtain state approval and identify CDBG and other HUD funds as potential affordable housing resources, as well as referencing housing preservation programs funded through CDBG and HOME programs.

**Table 3– Other local / regional / federal planning efforts**

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))**

The City has worked closely with the County of San Mateo and other HOME Consortium partners in the development of its Consolidated Plan, as these jurisdictions are on the same grant cycle as the City. Collaborative efforts included an online housing and community survey that was targeted at residents, service providers, and other community stakeholders. In addition, the City has coordinated with the County to interview relevant stakeholders to help identify and prioritize housing and community development needs in South San Francisco.

**Narrative**

## **PR-15 Citizen Participation - 91.105, 91.115, 91.200(c) and 91.300(c)**

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

The City of South San Francisco revised and formally adopted its updated Citizen Participation Plan on January 27, 2021. The plan clearly incorporates all federal regulations, explicitly states its record keeping protocol, and encourages citizen participation through a variety of methods. The following is a summary of the significant actions the City took to develop the plan.

November 7, 2022 - January 15, 2023 — Countywide housing and community development needs survey available.

November 30, 2022 — Community meeting to gather housing and community development needs of South San Francisco residents.

December 12, 2022 — CDBG renewal applications available (for basic human needs, youth and senior services, and affordable housing activities)

February 6, 2023— Public Notice of Community Needs Assessment public hearing published in the San Mateo County Times.

March 8, 2023 — Community Needs Assessment hearing

March 15, 2023 — CDBG Subcommittee meeting

March 27, 2023 — Public Notice of Availability of the City's Con Plan and FY23-24 one-year Action Plan published in the San Mateo County Times.

April 7 to May 10, 2023 —30-day public comment period on the City's Con Plan and FY23-24 One Year Action Plan

May 10, 2023 — Final funding allocations and Public Hearing on the adoption of the City's Con Plan FY23-24 One Year Action Plan to HUD

May 15, 2023 — Submission of the City's Con Plan and FY23-24 Annual Action Plan to HUD

## **Citizen Participation Outreach**



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
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1	Inter net Outr each	<p>Minorities</p> <p>Non-English Speaking - Specify other language : Spanish, Chinese, Tagalog</p> <p>Non-targeted/broad com</p>	There were 40 South San Francisco residents who participated in the housing and community needs survey.	Survey respondents identified low-to moderate - income families as having the greatest housing challenges in SSF. Prioritized outcomes		
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		muni ty		inclu ded more affor dable renta l housi ng for vulne rable popu latio ns and more affor dable hom es mad e avail able for first- time hom ebuy		
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
				ers, young adults, low-income residents, and large households.		

2	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language : Spanish, Chinese, Tagalog</p> <p>Non-targeted/broad com</p>	On November 30, 2022, the City held a community meeting to better understand the housing and community development needs of South San Francisco residents. Twelve residents participated in the meeting.	Overall, meeting participants wanted to see the City invest in a new senior center, new community centers (specifically, a cultural		
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		muni ty		arts cent er), more renta l and hom eow ners hip oppo rtuni ties, and neigh borh ood infra struc ture impr ove ment s.		
3	New spap er Ad	Pers ons with disab ilities	Published notices for March 8, 2023 meeting and public hearing were posted in the San Mateo County Times on February 6, 2023.	N/A.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
		Non-targeted/broad community				

4	Email	Agencies that provide services to lower income people; interested stakeholders and organizations	An email was sent to agencies providing services to lower income people and the interested stakeholder/organization list providing public notice of the March 8, 2023, public hearing on February 6, 2023.	N/A.		
5	Email	Non-targeted/broad com	Published notices for March 8, 2023, meeting and public hearing were posted on the City website on February 6, 2023.	N/A.		



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
		municipality				

6	Public Hearing	Minorities Non-English Speaking - Specify other language : Spanish, Chinese, Tagalog Non-targeted/broad community	<p>On March 8th, 2023, the City held a public hearing with the Mayor and City Council to receive public comments on the</p> <p>City</p>	No comments received.		
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
7	Newspaper Ad	Persons with disabilities  Non-targeted/broad community	Published notices for May 10, 2023, public hearing were posted in the San Mateo County Times on March 27, 2023.	N/A.		

8	Email	Agencies that provide services to lower income people; interested stakeholders and organizations	An email was sent to agencies providing services to lower income people and the interested stakeholder/organization list providing public notice of the May 10, 2023, public hearing and 30-day comment period on March 27, 2023.	N/A.		
9	Email	Non-targeted/broad com	Published notices for May 10, 2023, meeting and public hearing were posted on the City website on March 27, 2023.	N/A.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
		municipality				

10	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language : Spanish, Chinese, Tagalog</p> <p>Non-targeted/broad com</p>	On May 10th, 2023, the City held a public hearing with the Mayor and City Council to receive public comments on the Consolidated Plan and Annual Action Plan.	TBD.		
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
		municipality				
11	Public Meeting	Non-targeted/broad community	On June 12, 2024 the City held a public hearing at the regular City Council meeting with the Mayor and City Council to receive public comments on the Consolidated Plan Amendment.	n/a	n/a	



12	Email	Non-English Speaking - Specify other language : Spanish  Non-targeted/broad community	The city held a 30 day comment period for the Consolidated Plan amendment. The period was from 05/10/24 until 06/12/204. The public notice was available in Spanish.	The city did not receive any comments.	The city did not receive any comments.	
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**Table 4– Citizen Participation Outreach**

## **Needs Assessment**

### **NA-05 Overview**

#### **Needs Assessment Overview**

**If the PJ will establish a preference for a HOME TBRA activity for persons with a specific category of disabilities (e.g., persons with HIV/AIDS or chronic mental illness), describe their unmet need for housing and services needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2) (ii))**

## **NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)**

### **Describe the jurisdiction's need for Public Facilities:**

Through the community engagement process, there were several comments related to the need for public facilities in South San Francisco. Many participants identified a need for more accessible spaces for the city's senior population, specifically a new senior community center and/or a new cultural arts center. Through the housing and community development needs survey, South San Francisco residents also identified the need for more recreational opportunities throughout the city, particularly for youth and people experiencing disabilities.

Residents also wanted to see improvements to parks and recreation centers. Relative to the county and other entitlement jurisdictions through the survey, residents in South San Francisco showed a greater need and preference for new community centers and/or improvements to existing community centers.

### **How were these needs determined?**

These needs were determined through stakeholder meetings, a public meeting to identify housing and community development needs, and a resident and stakeholder survey.

### **Describe the jurisdiction's need for Public Improvements:**

<div>Through the community engagement process, several needs were identified related to public improvements. Participants in the public meeting highlighted a need for improved neighborhood infrastructure (e.g., protected sidewalks for cyclists and pedestrians), specially in the El Camino Real and Spruce Avenue area. Participants also identified a need for more grocery stores closer to neighborhoods and more affordable housing built near public transit. </div><div></div><div>Through the survey, residents also articulated a need for more improvements to streets and sidewalks, as well as additional streetlights. Access to reliable public transportation and more neighborhood cleanups were also identified as public improvement needs in South San Francisco. </div>

### **How were these needs determined?**

These needs were determined through stakeholder meetings, a public meeting to identify housing and community development needs, and a resident and stakeholder survey.

### **Describe the jurisdiction's need for Public Services:**

Through the community engagement process, several needs were identified related to public improvements. Respondents to the resident survey in South San Francisco highlighted a significant need for supportive and mental health services for vulnerable populations, such as people experiencing disabilities, older populations, and/or victims of domestic violence. Some residents also highlighted a need for mental health services to be more accessible to the Spanish speaking community. Another major need heard through the community engagement process was the need for more affordable childcare options, particularly in low-income neighborhoods. Residents and stakeholders frequently mentioned that unaffordable childcare coupled with unaffordable housing increased the risk of families with children falling into homelessness. South San Francisco residents also wanted to see the City invest in job training programs and more activities for youth and special populations in the city.

### **How were these needs determined?**

These needs were determined through stakeholder meetings, a public meeting to identify housing and community development needs, and a resident and stakeholder survey.

### **Based on the needs analysis above, describe the State's needs in Colonias**

# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

The job market in South San Francisco and surrounding areas continues to expand, bringing with it increased housing demand. Large technology companies and small start-ups attract workers with high levels of education commanding high salaries. The cost of housing has gone up, both in response to an in-migration of households with higher incomes and because the supply of new housing has not kept pace with growing demand. New housing production is occurring in South San Francisco, however, the majority of it is targeted at households with above-moderate incomes. According to South San Francisco's 2023 Housing Element, the City permitted 1,175 new housing units between 2015-2021. Of these new units, nearly 80% were permitted for above moderate-income housing. While the City has built 81 affordable senior housing units and two affordable housing projects with 84 units in the past year, low-income households, generally single parents, disabled or elderly people with fixed income, are at a higher risk of displacement from the area as housing costs grow and less affordable housing options become available.

South San Francisco is a hub for research and development with low unemployment and a generally strong economy. Service workers and those with low-incomes, however, are more likely to be displaced or have housing problems, such as cost burden or overcrowding, due to the jobs-housing imbalance. According to the 2023 Housing Element, South San Francisco has a greater proportion of low-income households compared to the County, with 48% of households making less than 80% AMI compared to 40% of households in San Mateo County. South San Francisco's economic growth and geographic proximity to booming industries have brought with it housing challenges that the City aims to confront by building more housing and preserving existing affordable housing.





## MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

### Introduction

This section focuses on the economic development needs of South San Francisco. Data on business activity, employment, labor force characteristics, commuting, and education are examined.

### Economic Development Market Analysis

#### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	149	3	0	0	0
Arts, Entertainment, Accommodations	3,935	3,693	12	6	-6
Construction	1,511	3,432	4	5	1
Education and Health Care Services	7,088	6,268	21	10	-11
Finance, Insurance, and Real Estate	1,893	1,449	6	2	-4
Information	1,591	282	5	0	-5
Manufacturing	1,887	12,238	6	19	13
Other Services	3,240	4,723	10	7	-3
Professional, Scientific, Management Services	4,463	8,217	13	13	0
Public Administration	1,365	397	4	1	-3
Retail Trade	2,963	2,495	9	4	-5
Transportation and Warehousing	2,778	16,080	8	26	18
Wholesale Trade	1,129	3,756	3	6	3
Total	33,992	63,033	--	--	--

Table 5 - Business Activity

Data Source Comments:

## Labor Force

Total Population in the Civilian Labor Force	39,273
Civilian Employed Population 16 years and over	38,109
Unemployment Rate	3.00
Unemployment Rate for Ages 16-24	5.56
Unemployment Rate for Ages 25-65	2.64

**Table 6 - Labor Force**

Data Source Comments:

Occupations by Sector		Number of People
Management, business and financial	14,011	
Farming, fisheries and forestry occupations	24	
Service	7,934	
Sales and office	8,703	
Construction, extraction, maintenance and repair	2,687	
Production, transportation and material moving	4,750	

**Table 7 – Occupations by Sector**

Data Source Comments:

## Travel Time

Travel Time	Number	Percentage
< 30 Minutes	18,803	52%

Travel Time	Number	Percentage
30-59 Minutes	13,262	37%
60 or More Minutes	3,896	11%
<b>Total</b>	<b>35,961</b>	<b>100%</b>

**Table 8 - Travel Time**

Data Source Comments:

## Education:

### Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	2,724	70	1,092
High school graduate (includes equivalency)	6,457	269	1,486
Some college or Associate's degree	9,641	247	1,718
Bachelor's degree or higher	13,266	285	1,226

**Table 9 - Educational Attainment by Employment Status**

Data Source Comments:

### Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	13	76	290	1,348	1,758
9th to 12th grade, no diploma	290	337	467	807	608
High school graduate, GED, or alternative	1,395	1,682	1,621	4,808	2,247
Some college, no degree	2,133	1,877	1,661	4,352	2,027
Associate's degree	364	812	700	2,005	1,053
Bachelor's degree	808	3,243	2,865	4,820	2,539
Graduate or professional degree	16	1,547	1,775	1,460	762

**Table 10 - Educational Attainment by Age**

Data Source Comments:

**Educational Attainment – Median Earnings in the Past 12 Months**

<b>Educational Attainment</b>	<b>Median Earnings in the Past 12 Months</b>
Less than high school graduate	32,645
High school graduate (includes equivalency)	37,606
Some college or Associate's degree	48,817
Bachelor's degree	66,563
Graduate or professional degree	109,283

**Table 11 – Median Earnings in the Past 12 Months**

Data Source Comments:

**Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?**

The five most common employment sectors in South San Francisco are:

1. Education and health care services (21% of workers and 10% of jobs). Includes nursing home workers, doctors, medical assistants, social workers, and teachers;
2. Professional, Scientific, and Management Services (13% of workers and 13% of jobs). Includes accountants, interior designers, engineers, environmental consultants;
3. Transportation and Warehousing (8% of workers and 26% of jobs). Includes trucking, railroad, dock workers, and warehouse workers;
4. Manufacturing (6% of workers and 19% of jobs). Includes assemblers, operating workers, production workers, inspectors, welders;
5. Arts, Entertainment, and Accommodations (12% of workers and 6% of jobs). Includes hotels and motels, non-profit organizations, artists.

**Describe the workforce and infrastructure needs of the business community:**

South San Francisco is a hub for the biotech, life science, and manufacturing industries. Additionally, expedited permitting for office space and business development has accelerated growth in the research and development space. Forty percent of all industrial zoned land in San Mateo County is located within South San Francisco. Currently, South San Francisco has 6.5 million square feet of industrial/research and development space under construction or permitted to be built in the next three years so the city will be well positioned to support the continued growth of research and development activities in the region. However, one of the city's continued economic development challenges is the provision of affordable housing.

Given that wages vary by industry, employees in lower-wage occupations are not able to afford a home within South San Francisco even if their job is in the city. The gaps between jobs and workers in certain industries illustrate the shortage. For example, 26% of jobs in South San Francisco are in the transportation and warehousing industry, but only 8% of the workers in this industry live in the city. This means that the majority of workers in this industry must commute into the city, likely because the wages garnered in this industry are enough to afford housing in the city. Conversely, those in education and health care services work outside of South

San Francisco, indicating that more facilities in this sector are in areas that are unaffordable to those in the profession. Professional, scientific and management industries are balanced, with 13% of workers and 13% of jobs, indicating that there are sufficient housing options in South San Francisco for employees in this industry.

**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period.**  
**Describe any needs for workforce development, business support or infrastructure these changes may create.**

Industrial space for research and development has grown exponentially in South San Francisco. The investment brings with it new jobs in the professional, scientific, and management service industry that will likely be accompanied by other jobs in the arts, entertainment, and accommodation industry and education and health services to accommodate job growth in the region; a lively community, childcare, and access to health care facilities will be necessary to attract families to the area. Additionally, the City has invested over \$300 million in public improvements to provide more amenities and services throughout the community. Improvements include the establishment of Centennial Park and bike path, the San Francisco Bay Trail, new pump stations and sewer facilities, a larger water treatment facility, the Oyster Point Overpass,

ferry terminal, and improvements of existing Caltrain stations. These investments are likely to continuing attracting employers and the creation of new jobs in the city.

**How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

Table 15 shows that almost half of the workforce has a bachelor's degree or higher. South San Francisco has a large professional, scientific and management sector and manufacturing industry, therefore, there is a diversity of educational backgrounds and experience in the city. Given South San Francisco is a hub for biotechnology and research and development, maintaining and recruiting an educated and highly skilled workforce is essential to the local and regional economy. With its proximity to Silicon Valley and world-renowned institutions of higher learning, including the University of California San Francisco and Stanford University, the city is in an advantageous position to continue recruiting employees in these industries. Additionally, the South San Francisco Unified School District collaborates with local industries to help cultivate student interest in STEM-related fields. In collaboration with Genentech, the Gene Academy is a mentoring program for elementary school students in South San Francisco that allows them to visit the Genentech campus once a week to work on science projects. For high school students, the Gene Academy offers the Science Garage program, a four-year biotech curriculum taught in a biotech lab. These types of programs not only offer younger students exposure to STEM-related subjects and skills but for older students, these programs offer experience that can potentially be transferrable to existing industries and employment opportunities in the area.

**Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

<div>There are several employment and job services organizations in South San Francisco, including:</div><div>• California Employment Development Department. Connects residents with job search tools, offices in the area that provide job training, online resources for job seekers, and information for employers about tax accounts, hiring, and reporting requirements.</div><div>• NOVAworks. Facilitates job trainings, skills development, resume building, career advising, and professional development programs throughout San Mateo County.</div><div>• Renaissance Entrepreneurship Center. Assists residents with starting small businesses, particularly low-to-moderate income people, through loans and technical assistance.</div><div>• El Concilio Emergency Social Services. Provides information about employment assistance and training programs to local residents, including Spanish speaking households. Also provides referrals to other service providers.</div><div>• Family Service Agency of San Mateo County. Provides training and job placement to eligible people age 55 or over who meet certain income qualifications. An income of 125% of poverty level or less is required for subsidized employment and training. Also runs a job-matchup program with no income requirements.</div><div>• Goodwill Industries of San Francisco, San Mateo, and Marin Counties.

Provides vocational rehabilitation programs for disabled and disadvantaged adults with an emphasis on computer software applications, hotel and restaurant management, banking, and retail training.

- Jobtrain. The organization's Job Training and Placement Program provides job training to low-income unemployed or underemployed adults and independent youth in the Bay Area.
- Peninsula Family Service. The organization's Second Career Employment Program provides job training and placement to low-income persons over the age of 55.

South San Francisco is in proximity to many higher education institutions to build skills and credentials to enter the job market:

- Public Universities
- San Francisco State University
- University of California, Berkeley
- University of California, San Francisco
- Community Colleges
- Skyline College
- City College of San Francisco
- College of San Mateo
- Private Institutions
- Stanford University
- University of San Francisco
- Golden Gate University
- At least half a dozen fine art schools

The above mix of job training opportunities provides comprehensive coverage of both the resident population and the range of jobs available in the city. While many of the social service job training providers help older or low-income persons develop new or core job skills, the community college and local universities provide opportunities for higher education, particularly in the math and sciences. This range of opportunity aligns with many of the larger employment sectors in the city.

### **Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**

Yes

**If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

The Association of Bay Area Governments (ABAG) released its Comprehensive Economic Development Strategy for the San Francisco Bay Area as part of the process to establish a regional Economic Development District in January 2018. The strategy includes four goals to expand benefits to workers and residents in the following categories: Business Climate, Workforce, Housing and Work Places, and Infrastructure. The following goals are in alignment with articulated goals in the City of South San Francisco's Consolidated Plan and recently adopted Housing Element.

- Goal 3. Housing and Workforce: House the labor force needed to fill the low, middle and high wage jobs required by our economy as well as the nonworking population, while providing flexibility for timely expansion of workplaces.
- Goal 4 Infrastructure: Prioritize investments to address the growing strains on public services, transportation, water, energy, and communications.

### **Discussion**

A shortage of housing, particularly affordable housing, is one of the most significant challenges facing the workforce in the Bay Area, including South San Francisco. The lack of workforce housing means that employees must commute to work, sometimes long distances. While Table 14 shows that 48% of South San Francisco residents commute more than 30 minutes to work, the jobs-to-workers imbalance in lower and middle-income industries indicate that a significant portion of the workforce is commuting into the city from other lower cost areas. Commuting has direct and measurable impacts on workforce productivity, traffic congestion, and air quality. Addressing the shortage of affordable workforce housing is a priority need for both the City and the greater Bay Area region.



## **MA-50 Needs and Market Analysis Discussion**

### **Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

For the purposes of this section, concentration is defined as a census tract where more than 20% of the population faces severe cost burden, substandard housing (lacking kitchen or plumbing facilities), and overcrowding. According to the CPD Map below, 41% of residents in census tract 6022 (downtown SSF) experience at least one of the four severe housing problems (severe cost burden, severe overcrowding, substandard housing lacking complete kitchen or complete plumbing). Additionally, forty percent of extremely low-income households in census tract 6023 (including Orange Park, Lindenville, The East, and Oyster Point neighborhoods) experience at least one of the four severe housing problems. Fifty-eight percent of low-income renters in census tract 6018 (the Serra Highlands neighborhood) experience at least one of the four severe housing problems — the highest proportion of low-income renters by census tract in South San Francisco. In the city, severe cost-burden is the most common housing problem. The lowest proportion of low-income households reporting housing problems is in census tract 6024 (Avalon neighborhood area), where 32% of low-income renters report at least one severe housing problem.

### **Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

Consistent with the San Mateo County Housing Element, HCD and HUD's definition of a Racially/Ethnically Concentrated Area of Poverty is:

- A census tract that has a non-White population of 50 percent or more (majority-minority) or, for non-urban areas, 20 percent, AND a poverty rate of 40 percent or more; OR
- A census tract that has a non-white population of 50 percent or more (majority-minority) AND the poverty rate is three times the average tract poverty rate for the County, whichever is lower.

In 2019, there were two census tracts that were identified as R/ECAPs (met minority population threshold and poverty rate of at least 19.1%) in San Mateo County. Neither of the R/ECAPs were located in South San Francisco. One R/ECAP is located in Redwood City just west of North Fair Oaks and the other is located on the northern edge of Broadmoor in Daly City. There are also 14 tracts that qualify as edge R/ECAPs, where the census tract has a non-white population of 50% or more and a poverty rate of at least 12.8% (two times higher than the countywide census tract average, as indicated in the Housing Element). One edge R/ECAP is located in South San Francisco on the eastern side of the city which includes the Orange Park, Lindenville, The East Side, and Oyster Point neighborhoods/areas. Other edge R/ECAPs are located in the City of San Mateo, Redwood City, Menlo Park, and East Palo Alto. The map below shows the location of R/ECAPs and edge R/ECAPs in San Mateo County.

### What are the characteristics of the market in these areas/neighborhoods?

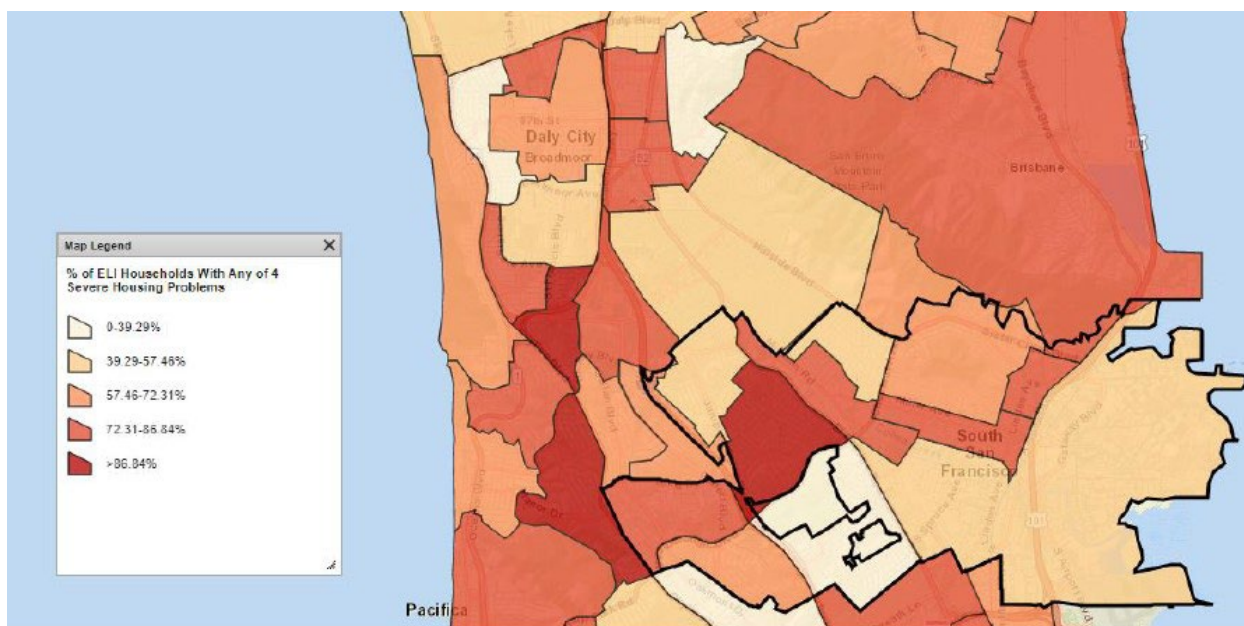
The characteristics of these areas include a greater concentration of housing choice voucher utilization as well as a greater percentage of households experiencing cost burden, severe cost burden, and overcrowding in these areas compared to the region. As such, the City is focused on targeting these areas with resources to help address the needs of low-income families, including addressing substandard housing conditions, providing social services, and addressing chronic homelessness.

### Are there any community assets in these areas/neighborhoods?

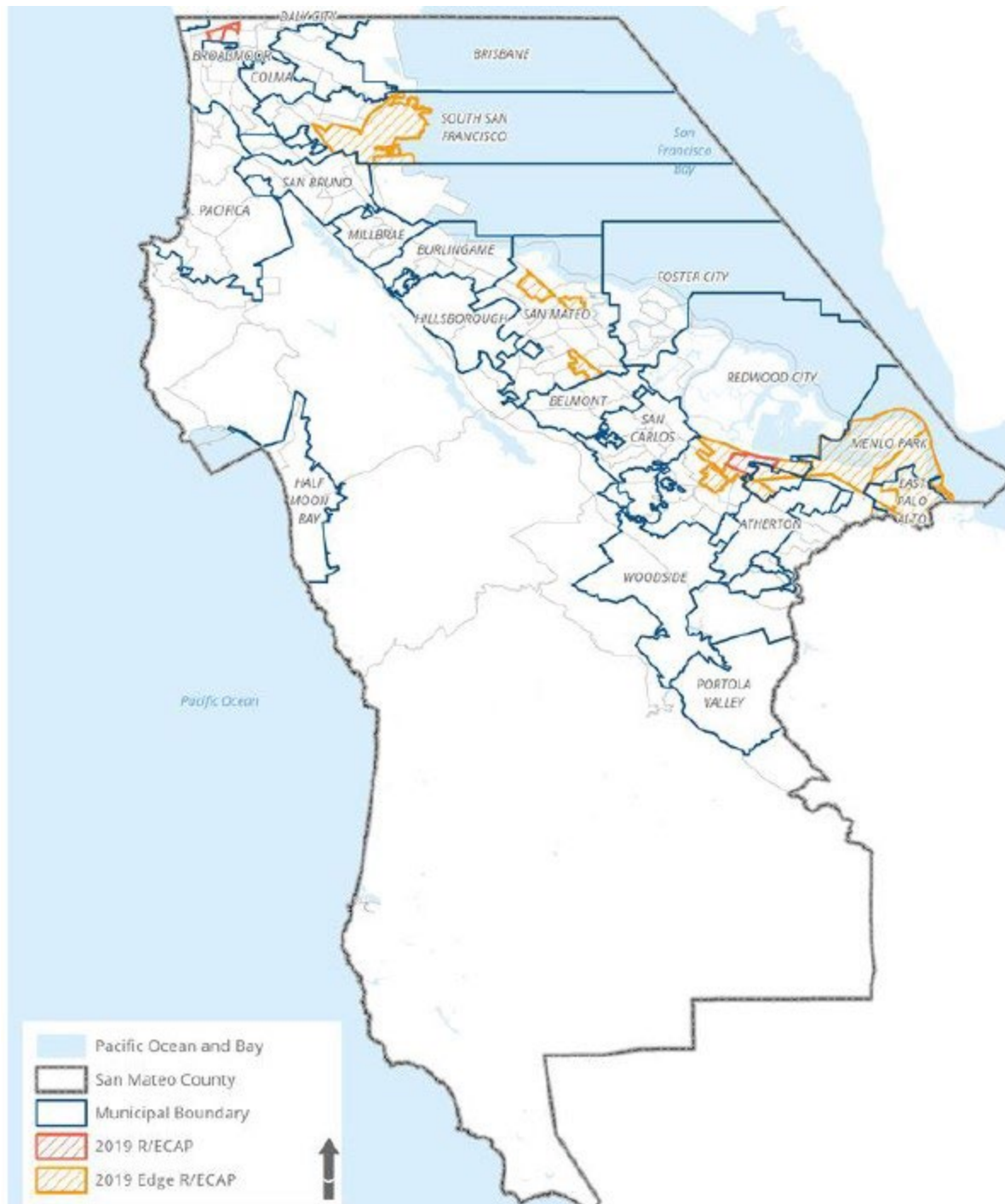
The City has several community assets in these areas, including the Roberta Cerri Teglia Center (formerly the Magnolia Senior Center), the Gene Mullin Community Learning Center, the Sitike Counseling Center, Grand Avenue Library, St. Vincent De Paul Society of South San Francisco, the Latino Commission, South San Francisco Health Clinic, and City Hall.

### Are there other strategic opportunities in any of these areas?

Many of the City's service providers are located either outside of the CDBG Target area or are regional providers with headquarters in other jurisdictions, but who specifically serve South San Francisco residents. The City works to find a balance between funding projects to assist residents in the low income neighborhoods, with services that serve low-income residents city-wide.



South San Francisco, % of ELI Households with Any of 4 Severe Housing Problems



**South San Francisco, R/ECAPS**

## **MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)**

### **Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.**

According to 2021 5-year ACS estimates, 86% of people in South San Francisco have a desktop computer or laptop and 90% have a smartphone. Additionally, 92% of people have broadband internet. However, there are disparities in access to broadband internet by income in the city. Nearly a third of households (32%) making less than \$20,000 per year do not have internet compared to 17% of those making between \$20,000 to \$74,999 and only 2% of those making more than \$75,000. This suggests a greater need for internet services that are affordable to low-income families.

### **Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.**

South San Francisco has multiple internet service providers, including AT&T, Optimum, and T-Mobile. Competition ensures there are a variety of options that meet internet and affordability needs. However, subscriptions to broadband internet services can still be unaffordable to lower-income households.

To address this issue, the County of San Mateo launched its SMC Public Wi-Fi program to help buildout this infrastructure to better service unserved and underserved communities throughout the county. There are a handful of public Wi-Fi spots in South San Francisco, mainly along Grand Avenue between Airport Boulevard and Spruce Avenue. There are also public Wi-Fi spots located at the Miller Avenue Public Parking Garage, South San Francisco City Hall, Orange Memorial Park, and the San Mateo County Probation Department. All three library facilities have free Wi-Fi access and offer iPads and laptops for library use. Additionally, the South San Francisco Library recently partnered with Connected California, a free service intended to bridge the digital divide. This service provides one-on-one assistance by phone to residents to find low-cost internet service and computers, learn basic computer skills, and find and utilize career development resources.

## **MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)**

### **Describe the jurisdiction's increased natural hazard risks associated with climate change.**

Scientists predict that California will become much hotter and drier, conditions that will make flooding and mudslides more intense. Like other jurisdictions in San Mateo County and throughout the Bay Area, South San Francisco faces an increased risk of extreme flooding, wildfires, drought, intensified heat waves, and sea level rise. The California Natural Resources Agency predicts that the San Francisco Bay Area could see sea levels rise 22 inches by 2050. According to the South San Francisco Housing Element, sea level rise would threaten South Airport Boulevard and parks along the shoreline, such as Oyster Point Park. If sea levels continue to rise, areas east of Highway 101 and the Lindenville neighborhood will also be severely impacted.

### **Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.**

According to the ABAG Hazard Viewer Map, the north side of South San Francisco is on the edge of a high fire hazard severity zone and has designated tsunami evacuation zones along the Bayside. The southeast side of the city shows moderate to high earthquake liquefaction susceptibility, where the ground shifts under buildings and causes major damage. With more intense weather events that increase the likelihood of damage to buildings and homes, thousands of people in the region are at risk of displacement into or out of South San Francisco. Massive in- or out-migration in the Bay Area would cause an enormous strain on the regional economy and existing housing resources. Cost burden and severe cost burden are the most common housing problems reported in South San Francisco. For low- to moderate-income households, particularly those who face severe cost burden, they are at particular risk of displacement due to natural hazards because they are less likely to be able to set aside robust emergency funds, may be living in older buildings, and may not be able to find affordable housing in other areas of South San Francisco or San Mateo County if their neighborhood sustains damage from wildfire, flooding, mudslides, or earthquakes.



# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

Through the City's community engagement process for the Consolidated Plan, the following needs have been identified as high priority: affordable housing; public services; homeless services and housing; and improvements to public facilities. The needs articulated by stakeholders and residents reflect challenges identified by South San Francisco residents since the last Consolidated Plan update. The County Consolidated Plan goals include:

**Goal 1: Increase, maintain, and improve the supply of affordable housing for extremely low to moderate-income individuals/families.**

The City will fund: affordable housing acquisition and/or rehabilitation, minor home repair, and accessibility modifications and administer its other affordable housing programs: Below Market Rate housing unit program, first time homebuyer loans, and assistance with multifamily rehabilitation programs.

**Goal 2: Preserve and improve public facilities and infrastructure that serve low-income neighborhoods or special needs residents.**

The City will fund: rehabilitation/accessibility modifications for public facilities, preservation/improvements for public facilities and public improvements that serve low to moderate-income populations and special needs residents. Stakeholders and residents reported a need for community center improvements and improved neighborhood infrastructure (e.g., sidewalks and streets, streetlights).

**Goal 3: Provide public services to improve the quality of life for low-income individuals and families, including those at risk of becoming homeless and special needs populations.**

The City will fund:

- **Safety net services** which include food access, shelter, clothing, medical and/or dental services, transportation, domestic violence services, and childcare services.
- **Behavioral health services** which include supportive services, mental health services, counseling, and rehabilitation for populations experiencing homelessness and chemically dependent populations.
- **Life skills training/education services** which include employment skills and vocational training, financial literacy, family support services, literacy services, English as a Second Language (ESL) services, and case management.

- **Community improvement services** which include services for youth and senior populations, populations living with a disability, and services related to crime awareness and prevention.
- **Housing-related services** which include legal assistance, mediation (tenant/landlord) services, transitional housing services, and fair housing services.



## SP-10 Geographic Priorities - 91.415, 91.215(a)(1)

### Geographic Area

Table 12 - Geographic Priority Areas

<b>1</b>	<b>Area Name:</b>	CDBG Services Area
	<b>Area Type:</b>	
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Public Services Area
	<b>Identify the neighborhood boundaries for this target area.</b>	CDBG Services are available to low-income households and individuals citywide.
	<b>Include specific housing and commercial characteristics of this target area.</b>	Low-income households throughout the city are eligible to benefit from CDBG public services.
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	The community engagement process identified several public service needs throughout the city. As such, the CDBG Services Area allows for all income eligible households to benefit from public services.
	<b>Identify the needs in this target area.</b>	The community engagement process identified several public services needed by low-income households in the City, including safety net services, behavioral health services, life skills services, community improvement services, and other housing-related services.
	<b>What are the opportunities for improvement in this target area?</b>	Opportunities for improvement include uninterrupted public services for eligible low-income households regardless of where they live in the city.
<b>2</b>	<b>Area Name:</b>	CDBG Target Area
	<b>Area Type:</b>	

	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Housing
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	Low-Income Census block groups as identified in MA-50. Includes all or parts of tracts 601901.1, 601901-2, 601902-2, 601902-3, 602000-5, 602100-1, 602100-2, 602100-3, 602200-1, 602200-2, 602200-3, 602200-4, 602300-1, and 602400-1.
	<b>Include specific housing and commercial characteristics of this target area.</b>	These areas are predominantly residential and include neighborhoods where more than 50% of households have low to moderate incomes.
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	This area was identified through CPD maps and HUD's GIS dataset as neighborhoods with more than 50% of households as low- or moderate-income.
	<b>Identify the needs in this target area.</b>	Much of the housing stock in these low-income census blocks is older and in significant need of maintenance and repair. Other identified needs in these areas include public infrastructure improvements.
<b>3</b>	<b>What are the opportunities for improvement in this target area?</b>	Opportunities for improvement include minor home repair, accessibility improvements, public infrastructure improvements, and community facility improvements.
	<b>Are there barriers to improvement in this target area?</b>	As noted, these areas include much of the City's oldest housing stock. In general, low-income households do not have the disposable income available to make home repairs that might be needed. Compounding these barriers are the continued rising housing costs in the Bay Area region.
	<b>Area Name:</b>	Citywide
	<b>Area Type:</b>	Citywide
	<b>Other Target Area Description:</b>	Citywide
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	

	<b>Revital Type:</b>	
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	
	<b>Identify the needs in this target area.</b>	
	<b>What are the opportunities for improvement in this target area?</b>	
	<b>Are there barriers to improvement in this target area?</b>	
<b>4</b>	<b>Area Name:</b>	SSF Downtown Tracts 6021, 6022
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Comprehensive
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	The Local Target Area encompasses census tracts 602100 and 602200.

<p><b>Include specific housing and commercial characteristics of this target area.</b></p>	<p>The Local Target Area is comprised of the City's historic downtown commercial sector and the surrounding residential neighborhoods. The downtown area has transformed from a regional commercial center in the 1960s to a local-serving commercial zone with primarily restaurants and local serving retail uses. This area also has a variety of housing options: single family, multi-family and single room occupancy (SRO) hotels. City Hall is located in this target area along with many city-owned community facilities such as Grand Avenue Library and the Roberta Cerri Teglia Center.</p> <p>Additionally, just bordering these two census tracts is the Gene Mullin Community Learning Center. A handful of social service providers are located in the area, including North Peninsula Neighborhood Services Center, St. Vincent De Paul, and the South San Francisco Health Clinic. This area has also been identified as a local target area due to more than 51% of the population being at or below 80% of Area Median Income.</p>
<p><b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b></p>	<p>Through the community engagement process, residents and stakeholders described the downtown area as an area of significant need in South San Francisco. Residents and stakeholders described a need for neighborhood (e.g., street and sidewalk) improvements, improvements to public facilities, and the provision of more recreational activities for youth and senior populations.</p>
<p><b>Identify the needs in this target area.</b></p>	<p>Residents and stakeholders described a need for neighborhood (e.g., street and sidewalk) improvements, improvements to public facilities, and the provision of more recreational activities for youth and senior populations. Additionally, because these areas house a large proportion of low income populations, there are needs for more affordable housing options and supportive services.</p>

	<b>What are the opportunities for improvement in this target area?</b>	The City's Housing Rehabilitation Programs are available to homeowners in the area. Additionally, with the proximity of many community facilities and local service providers within or near this area, there are low barriers to accessing these services or amenities.
	<b>Are there barriers to improvement in this target area?</b>	Given that most problems faced by low income households stem from a lack of resources, many are forced to live in substandard conditions and it is difficult to find employment that can adequately cover the rent and other household needs like food, childcare, or healthcare. More federal funding to target at these areas would help address the current challenges facing households in the target area.

### General Allocation Priorities

Describe the basis for allocating investments geographically within the state

<div>As articulated in the Market Analysis, areas with a high percentage of households experiencing housing problems align with areas with high concentrations of low-income households.</div><div>Additionally, these areas comprise a significant portion of the aging housing stock and infrastructure in the City, which the City is actively working to address. As such, the City will target capital improvements resources in areas with the highest need. However, housing preservation and public service resources will be distributed throughout the city to ensure that all eligible residents have equal access to these resources. </div>

## SP-25 Priority Needs - 91.415, 91.215(a)(2)

### Priority Needs

Table 13 – Priority Needs Summary

1	<b>Priority Need Name</b>	Public Services
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Large Families Families with Children Public Housing Residents Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	<b>Geographic Areas Affected</b>	Citywide
	<b>Associated Goals</b>	Provide Public Services to Improve Quality of Life Planning and Administration Economic Development
	<b>Description</b>	As described in the Needs Assessment Section, there is a need in the community for a wide variety of public services. These services are essential in helping low-income residents.

	<b>Basis for Relative Priority</b>	Public services were identified in the stakeholder consultations, community meetings, and resident/stakeholder survey as being a high priority need in the community. The City will allocate 15% of its annual entitlement to non-profit organizations that provide public services.
2	<b>Priority Need Name</b>	Affordable Housing
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Large Families Families with Children Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	Citywide
	<b>Associated Goals</b>	Increase, Maintain, & Improve Affordable Housing Planning and Administration
	<b>Description</b>	South San Francisco has extremely high housing costs and a limited supply of affordable housing units. There is a need in the community to increase the development of affordable housing units through new construction, acquisition, and inclusionary housing policies. There is also a significant need to maintain and improve the City's existing aging housing stock through rehabilitation and accessibility modifications to help low-income families stay in their current homes.
	<b>Basis for Relative Priority</b>	The City's identification of affordable housing as a high priority need is consistent with the feedback provided by residents, local service providers, and other community stakeholders. As the Needs Assessment articulates, the need for affordable housing is significant as rapidly rising rents and other housing costs have made housing cost burden the predominant housing problem experienced by low-income households in the city.

3	<b>Priority Need Name</b>	Homeless Services and Housing
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Large Families Families with Children Elderly Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth
	<b>Geographic Areas Affected</b>	Citywide
	<b>Associated Goals</b>	Support Services, Shelters, & Transitional Housing Planning and Administration
	<b>Description</b>	Through the community engagement process, a significant need for service-enriched shelters and transitional housing for both homeless individuals and families in South San Francisco was articulated.
	<b>Basis for Relative Priority</b>	Per the Point-in-Time counts over the last decade, the number of people experiencing homelessness in South San Francisco has decreased. Much of that success is due to improved coordination with the homeless shelters in the region. However, due to the increase in housing costs and lingering effects of the COVID-19 pandemic, homelessness is still a major problem in the Bay Area. As such, the City will continue to support efforts to reduce homelessness.
4	<b>Priority Need Name</b>	Public Facilities and Infrastructure Improvements
	<b>Priority Level</b>	High



	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Victims of Domestic Violence Non-housing Community Development
	<b>Geographic Areas Affected</b>	SSF Downtown Tracts 6021, 6022
	<b>Associated Goals</b>	Preserve & Improve Public Facilities Planning and Administration
	<b>Description</b>	Through the community engagement process, improvements to community and senior centers were articulated as a significant need in South San Francisco. Many public facilities are aging and dilapidated buildings and as such, the City has identified a need for improvements and accessibility modifications to public facilities in the specified geographic area.
	<b>Basis for Relative Priority</b>	An internal assessment determined the need for ADA modifications at City-owned public facilities. Additionally, the joint public input meeting identified the need for community spaces and recreation activities, especially for youth and senior populations in the downtown area.

**Narrative (Optional)**

## SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)

### Introduction

The City's FY 2023-24 entitlement amount is \$457,048. The City also expects to have some residual funding available from prior year projects that have not yet been completed. The City is budgeting for approximately \$7,000 in program income funds and \$77,000 in prior uncommitted funds to be received from prior year projects. The City's program income has been inconsistent over the last decade and as such, is electing to budget for a conservative program income year with the option to add programs or projects if additional funding becomes available. This gives the City a CDBG budget of approximately \$541,048 for FY 2023-24. In addition, the City's FY 2023-24 HOME allocation is about \$14,971 which provides the City with an overall CDBG/HOME budget of approximately \$556,019.

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	457,048	7,000	77,000	541,048	1,828,192	Expected amount available for remainder of the Con Plan is the Year 1 Annual Allocation times four.

Table 14 - Anticipated Resources

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

As discussed in the last Consolidated Plan, the City's CDBG funding is not sufficient to leverage significant private, state, or local funds and can only be provided as a small match in attempts to secure what other non-federal funding might be available. Cuts to CDBG entitlement amounts over the years has resulted in the City cutting funding to a significant amount of public service organizations that were once provided yearly operating funds. However, there are still limited housing and commercial rehabilitation funds available through the City's programs, which do not require matches. On occasion, the City Council will require a small match of private funds for the loans/grants issued to Downtown businesses through the City's Commercial Rehabilitation Program. Additionally, the City does not receive nor operate federally funded programs that require matching funds.

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

Prior to its dissolution in 2012, the City of South San Francisco's Redevelopment Agency (RDA) had acquired several residential and commercial properties. The City has been able to maintain the residential properties but was required to sell the commercial properties and return all proceeds to the State. CDBG funds have been extremely useful in assisting with rehabilitation needs for those residential properties, which are leased to low income families. For example, gas and sewer lines have been repaired on an emergency basis at these properties.

Additionally, CDBG funds have continued to help improve city-owned properties that are used to provide services to low and moderate income or special needs residents such as parks, libraries, community facilities, and the City's senior center. CDBG funds are used solely for accessibility and non-routine maintenance improvements and occasionally provide minimal leverage to the majority of City funds needed to maintain the facilities.

**Discussion**

While the City of South San Francisco continues to strategically allocate its entitlement resources, the lack of robust funds from other local, state, and federal sources continue to make it challenging to adequately address community needs.

## SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
SOUTH SAN FRANCISCO	Government	Homelessness Non-homeless special needs Ownership Planning Rental neighborhood improvements public facilities public services	Jurisdiction
SAN MATEO COUNTY	Government	Economic Development Homelessness Non-homeless special needs Ownership Planning Rental neighborhood improvements public facilities public services	Jurisdiction
Housing Authority of the County of San Mateo	PHA	Public Housing	Region
Housing Authority of the City of South San Francisco	PHA	Public Housing	Jurisdiction
Non-Profit Organizations	Non-profit organizations	public services	Region
San Mateo County Continuum of Care	Other	Homelessness	Region

**Table 15 - Institutional Delivery Structure**  
**Assess of Strengths and Gaps in the Institutional Delivery System**

Overall, the institutional delivery system in San Mateo County is well coordinated and spans a range of community needs, serving populations experiencing homelessness, those at risk of homelessness, low-income households, and special needs residents. In coordination with the County, local jurisdictions and non-profits work closely together to foster collaboration and to improve existing services. However, as articulated in the City's last Consolidated Plan, demand for services outweighs the current availability of a range of services. During the consultation process, stakeholders also described some challenges in connecting populations who need services with not only the right services, but the appropriate level/amount of services. Stakeholders articulated that lack of funding has contributed to this disconnect, as well as the inability to meet all the demand for services. Additionally, requirements tied to the administration of both public and private sector funding sources continue to remain burdensome.

### Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X	X	
Legal Assistance	X		
Mortgage Assistance	X		
Rental Assistance	X	X	
Utilities Assistance	X	X	
<b>Street Outreach Services</b>			
Law Enforcement	X	X	
Mobile Clinics	X	X	
Other Street Outreach Services	X	X	
<b>Supportive Services</b>			
Alcohol & Drug Abuse	X	X	
Child Care	X	X	
Education	X		
Employment and Employment Training	X	X	
Healthcare	X	X	
HIV/AIDS	X		X
Life Skills	X	X	
Mental Health Counseling	X	X	
Transportation	X	X	
<b>Other</b>			

**Table 16 - Homeless Prevention Services Summary**

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

The institutional delivery system in San Mateo County is well coordinated and spans a range of community needs. As detailed in Table 22, a range of services for people experiencing homelessness are available throughout the county. The County and its partners have expanded homeless services in recent years, including expansions in shelters, as well as expansions in homeless outreach services, rapid rehousing services, and enhancing connections between health services and homeless services. By spring of 2023, the County's fourth non-congregate shelter will open, bringing the total non-congregate shelter inventory to 410 units. Through the community engagement process, residents and stakeholders routinely said that people experiencing homelessness need stable housing situations to take full advantage of supportive services being offered to help them not only find but thrive in permanent housing situations. Other services targeted at homeless populations in San Mateo County include the Health Department's Behavioral Health and Recovery Services (BHRS), which conducts outreach with people experiencing homelessness on the street, in shelters, and at the psychiatric ER. BHRS helps connect these populations with permanent supportive housing and if appropriate, inpatient alcohol and drug treatment programs. Additionally, the Mental Health Association (MHA) funds short-term stays in shelters for those who are not immediately placed into permanent housing, provides rental subsidies for mental health clients, and has developed new permanent supportive housing units. MHA also coordinates with the Department of Housing to ensure that clients access mainstream housing resources for which they may be eligible, such as Section 8 or public housing.

San Mateo County Health Services funds a mobile health van that provides primary health care to homeless people living in emergency shelters. The San Mateo County Medical Center (Medical Center) coordinates with the CoC to link health services to emergency shelter and permanent supportive housing. The Medical Center has beds in emergency shelters and utilizes board and care homes and other facilities to ensure that appropriate placement alternatives are available for homeless people.

Homeless service providers also work with the County to connect people experiencing homelessness to mainstream employment and training services. Participants are provided with supplemental resources to overcome barriers to employment, such as financial assistance for job training, classes, license fees (e.g., cab license), car repairs, etc. Shelter Network's SSVF program and the Next Step Veterans Center also focus on assisting homeless veterans to secure employment.

The San Mateo County STD/HIV Program provides the following services to persons with HIV: primary medical care, psychiatric care, medical case management services, partner services (HIV disclosure counseling), benefits counseling, AIDS drug assistance program, medication adherence/nutritional counseling, drug and alcohol treatment, Spanish-speaking support group, and syringe exchanges. These services are coordinated through medical case managers who

reside in the clinic, where patients receive primary medical care. Additionally, the County STD/HIV Program provides referrals to community agencies providing drug treatment, housing, food, dental care, and other services.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

San Mateo County's homeless service delivery system benefits from a commitment to make progress toward ending homelessness, a strong history and culture of inter-agency collaboration to improve service delivery for homeless people, and several major funding streams that can be leveraged and aligned to support the development and refinement of an effective Homeless Crisis Response System. Over the past several years, the community has put in place all the key elements of the system, including outreach (HOT), Coordinated Entry, interim housing (emergency shelters and short-term transitional housing), and expanding supply of rapid re-housing and permanent supportive housing. Robust performance measurement and data analysis is used to assess progress and make improvements on an ongoing basis.

System challenges include the need for greater targeting and prioritization of unsheltered individuals and families, right-sizing the system to speed movement from homelessness to housing, and expanding permanent housing options in a high cost rental market. While most families in the community experiencing a housing crisis can access shelter or transitional housing, unsheltered homelessness among single adults continues to be an ongoing challenge in San Mateo County. Single adults make up the majority of homeless people in the community, and there is a need to invest proportionally greater resources for single adults while maintaining the commitment to families and ending family homelessness. There are also challenges related to program access in both family and adult programs, and a need for greater prioritization based on housing need and vulnerability.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

In 2016, the Human Services Agency published the 2016-2020 Strategic Plan to End Homelessness, which set a goal of reaching a functional zero level of homelessness by 2020 through a systems improvement effort aligned to national best practices and embedded in the local community context of San Mateo County. The County's 2022-25 CoC Strategic Plan on Homelessness builds upon and updates the 2016 Plan to set forth a vision and roadmap for the community's response to homelessness over the next three years. The Plan is aligned with the Working Together to End Homelessness (WTEH) initiative being led by the County Executive's Office, which brings together City representatives, service provider agencies, partner agencies, business representatives, community members, and other partners to craft a high-level framework for ending homelessness as a community. As articulated in the last Consolidated Plan, the City will continue to collaborate with homeless service providers, shelters, and affordable housing developers to help address the housing shortage and the need for ongoing homeless support



services. The City will also support the implementation of the County's 2022-25 CoC Strategic Plan on Homelessness.

## SP-45 Goals - 91.415, 91.215(a)(4)

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
<b>1</b>	Increase, Maintain, & Improve Affordable Housing	2023	2027	Affordable Housing	CDBG Services Area	Affordable Housing	CDBG: \$600,000	Homeowner Housing Rehabilitated: 100 Household Housing Unit
<b>2</b>	Preserve & Improve Public Facilities	2023	2027	Non-Housing Community Development	SSF Downtown Tracts 6021, 6022 CDBG Target Area CDBG Services Area	Public Facilities and Infrastructure Improvements	CDBG: \$600,000	Other: 5 Other
<b>3</b>	Provide Public Services to Improve Quality of Life	2023	2027	Non-Housing Community Development	CDBG Services Area	Public Services	CDBG: \$350,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted
<b>4</b>	Support Services, Shelters, & Transitional Housing	2023	2027	Homeless	CDBG Services Area	Homeless Services and Housing	CDBG: \$112,190	Homeless Person Overnight Shelter: 200 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Planning and Administration	2023	2027	Non-Housing Community Development	Citywide	Public Services Affordable Housing Homeless Services and Housing Public Facilities and Infrastructure Improvements	CDBG: \$457,050	Other: 1 Other
6	Economic Development	2024	2027	Non-Housing Community Development	Citywide	Public Services	CDBG: \$250,000	Public service activities other than Low/Moderate Income Housing Benefit: 300 Persons Assisted

**Table 17 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	Increase, Maintain, & Improve Affordable Housing
	<b>Goal Description</b>	<p>Goal Name: Increase, maintain, and improve the supply of affordable housing for extremely low- to moderate-income individuals/families.</p> <p>Based on housing needs estimates, housing supply characteristics, severity of housing problems, and community input, the City continues to make affordable housing a goal and priority. The lack of available land, the extremely high cost of new construction, and the subsidies required to make market rate units affordable is prohibitive. The City will implement the following activities to meet this goal: affordable housing rehabilitation and minor home repair and accessibility modification programs. Additionally, the City will continue to administer its existing First Time Home Buyer Loans and Below Market Rate Housing units. When feasible, the City will also implement activities to assist low- to moderate-income homebuyers.</p> <p>Goal Outcome Indicator: Homeowner rehabilitation-100 households units assisted.</p>
2	<b>Goal Name</b>	Preserve & Improve Public Facilities
	<b>Goal Description</b>	<p>Goal name: Preserve and improve public facilities that serve a higher percentage of low-income or special needs residents.</p> <p>Publicly owned Facilities: The City continues to use its ADA Transition Plan to identify the community facilities and spaces that do not meet ADA standards, describes actions to address areas of inaccessibility, and sets a schedule and priorities for completing the plan. The City will continue to use CDBG funds, when available and feasible, to address actions listed in the ADA Transition Plan. The City will also use CDBG funds, when available and feasible, to rehabilitate facilities with urgent needs.</p> <p>Non-profit Facilities: The City will also use CDBG funds, when available and feasible, to assist nonprofit organizations preserve and improve their public facilities that serve low to moderate income and/or special needs residents. Many nonprofit organizations currently occupy buildings that are not in optimal condition or are inadequate to serve their clients. Problems can include accessibility issues, dilapidated structures, and other safety code issues.</p> <p>Goal outcome indicator: Public facility improvements-5 public facilities assisted.</p>

<b>3</b>	<b>Goal Name</b>	Provide Public Services to Improve Quality of Life
	<b>Goal Description</b>	<p>Goal name: Provide public services to improve the quality of life for low-income individuals and families, including those at risk of becoming homeless and special needs populations.</p> <p>To meet the City's public service needs, the City will fund non-profit agencies and organizations that provide one or more of the following services as described in the Needs Assessment Section: Safety Net Services, Behavioral Health Services, Life Skills Training/Education Services, Community Improvement Services, and Housing Related Services.</p> <p>Goal outcome indicator: Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3,000 persons assisted.</p>
<b>4</b>	<b>Goal Name</b>	Support Services, Shelters, & Transitional Housing
	<b>Goal Description</b>	<p>Goal name: Support service-enriched shelter and transitional housing for homeless families and individuals.</p> <p>There is a significant need for emergency and transitional housing as well as case management and services. The City plans to offset the loss of operating funds by providing funds, when feasible, for rehabilitation and accessibility modifications to emergency and transitional housing. However, should funds become available, the City will support operating costs.</p> <p>Goal outcome indicator: Homelessness prevention: 200 persons assisted.</p>
<b>5</b>	<b>Goal Name</b>	Planning and Administration
	<b>Goal Description</b>	<p>Planning and administration funding to support CDBG subrecipients and respond to HUD requirements.</p> <p>Goal outcome indicator: Other.</p>
<b>6</b>	<b>Goal Name</b>	Economic Development
	<b>Goal Description</b>	<p>Support entrepreneurship programs and businesses, targeting businesses owned by minority populations as well as support low to moderate income households as they seek employment, by covering expenses such as childcare, after-school youth services, etc.</p>

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

The City of South San Francisco does not receive HOME funds directly from HUD. Additionally, the City does not receive enough federal or state to directly provide or produce housing and does not manage any housing vouchers. While the City does have its Affordable Housing Trust Fund, it has limited opportunities to support housing providers and developers without more state and/or federal resources.



## **SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

The City will continue to incorporate lead testing and clearances for all rehabilitation projects it sponsors in order to ensure that all federal lead safe practices are met. The City also makes lead-based paint information available to local non-profit agencies and to homeowners and renters in the City. Additionally, the City had lead-based paint information on its website. The City also provides loans and grants to homeowners and public facilities to abate lead-based paint hazards.

Further, the San Mateo County Environmental Health Division conducts environmental assessments of properties throughout San Mateo County suspected to have lead-based paint. These assessments are undertaken when a complaint is filed with their office or a child is reported to have elevated levels of lead in their blood. Once environmental assessments are conducted and the results do verify the presence of lead in a dwelling unit, the property owner is required to do lead hazard reduction/abatement as determined necessary by the Lead Investigator/Assessor. The San Mateo County Environmental Health Division also has a Housing Inspection Program that conducts routine inspections at apartment buildings with 4 units or more. A part of the routine inspection involves the observation, documentation, and abatement of deteriorated lead-based paint at these buildings. All inspection reports sent to the property owners include the following information:

*“HEALTH AND SAFETY CODE SECTION 17920.10 (a) any building or portion thereof including any dwelling unit, guestroom, or suite of room, or portion thereof, or the premises on which it is located, is deemed to be in violation of this part as to any portion that contains lead*

*hazards. For purposes of this part "lead hazards" means deteriorated lead-based paint without containment, of one or more of these hazards are present in one or more locations in amounts that are equal to or exceed the amounts of lead established for these terms in Chapter 8 (commencing with Section 35001) of Division 1 of Title 17 of the California Code of Regulations or by this section and that are likely to endanger the health of the public or occupants thereof as a result of their proximity to the public or occupants thereof.*

*LEAD HAZARD WARNING - Lead-safe work practices are required by State of California Law for all work that disturbs paint in pre-1978 buildings due to the possible presence of lead-based paint. As of April 22, 2010, the US EPA requires all workers (including property owners) who disturb pre-1978 painted surfaces to be trained, and all firms to be EPA certified, in lead safety. For more information, contact EPA at [www.epa.gov/lead](http://www.epa.gov/lead) or San Mateo County Environmental Health 650-372-6200.”*

### **How are the actions listed above integrated into housing policies and procedures?**

<div>For CDBG-funded rehabilitation projects, the City conducts a lead-based paint assessment for all housing units or public facilities that serve children built before 1978. The City follows all HUD requirements in determining if a rehabilitation project requires lead testing, lead-safe work practices,



interim controls and/or abatement.

To conduct its lead-based paint assessments, the City uses the following HUD criteria:

- Exempt – If constructed in 1978 or later, no paint disturbed, zero bedroom or studio units, elderly/disabled resident(s) with no children under 6, unit is lead-based paint free, and/or used no more than 100 days in a year.
- Lead Safe Work Practice (24 CFR 35.930(b)) - If hard costs are less than \$5,000
- Interim Controls or Standard Practices (24 CFR 35.930(c)) – Hard costs \$5,000 to \$25,000
- Abatement ((24 CFR 35.930(d)) – Hard costs are greater than \$25,000

## **SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

#### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

The City's goals and programs for reducing poverty align with many of the needs identified in the City's Consolidated Plan and the City's Housing Element. The City will continue to use CDBG funds to support several of the programs and services mentioned above.

**Support Social Services**

The City will continue to use 15% of its entitlement to support organizations that provide public services. In FY23-24, the City will use CDBG funding to support the following organizations providing public services:

- Friends for Youth;
- Ombudsman Services of San Mateo County, Inc.;
- Peninsula Family Service; and
- Rape Trauma Services.

**City-Sponsored Programs**

In prior years, the City has used CDBG funding to support City-sponsored Adult Day Care and Child Care programs. However, due to reductions in the City's entitlement, it can no longer use CDBG funds to support these programs. The City has had to use its General Funds to continue operating support of these programs.

**Affordable Housing**

The City will use CDBG funding to support minor home repair programs and its Housing Rehabilitation Program, as well as continue to administer its existing Below Market Rate (BMR) housing units and First Time homebuyer loans. Additionally, the City will continue to strategically use resources from its Affordable Housing Trust Fund to support the creation and preservation of affordable housing units in South San Francisco.

## SP-80 Monitoring - 91.230

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

The City has monitoring procedures in place to ensure that it meets all federal requirements.

The City also has a comprehensive Citizen Participation Plan that provides guidance for public comment and participation requirements. The City Council also reviews annual reports to ensure that the City is utilizing its resources to meet identified community goals. These reports include the CAPER (Consolidated Annual Performance & Evaluation Report) for federal programs and the annual CDBG program financial audit.

**Sub-recipient Monitoring**

The City has established monitoring procedures and a checklist to ensure that the City's subrecipients comply with federal program requirements and City policies. These monitoring activities also keep the City informed about the progress sub-recipients are making towards meeting their objectives. Also, the City coordinates its monitoring efforts with other jurisdictions to standardize processes and reduce the burden on sub-recipients.

- **Quarterly Desk Review** - All sub-recipients are required to submit quarterly progress/accomplishment reports along with requests for reimbursement. The City reviews these reports for all sub-recipients and assesses the sub-recipients progress in meeting performance and expenditure goals. The quarterly review helps inform areas of risk for further review.
- **On-site Review** - The City conducts on-site monitoring visits for new sub-recipients, those experiencing organizational change, or those with program and/or financial performance concerns. Even for high performing sub-recipients, the City will conduct at least one site visit every three years for community development non-housing activities.

The on-site monitoring visit includes a tour of the program facilities, as appropriate, an explanation of the services provided, and interviews with program and administrative staff. During the visit, staff will assess the sub-recipient's board of directors and staff, conflicts of interest policies, compliance with non-discrimination, adherence to CDBG national objectives, program performance, and maintenance of financial records. This assessment is conducted by reviewing the sub-recipient's audit and management letter (if applicable), financial statements, fiscal policies, client files, and interviewing staff. After the monitoring visit, the City provides the sub-recipient with a monitoring report that describes the City's conclusions, concerns and/or required corrective actions.

**Public Facility Improvement Projects**

Projects funded through federal dollars are monitored by staff before, during, and upon completion of the project for compliance with applicable environmental, procurement, financial, and labor standard regulations.

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

The City's FY 2023-24 entitlement amount is \$457,048. The City also expects to have some residual funding available from prior year projects that have not yet been completed. The City is budgeting for approximately \$7,000 in program income funds and \$77,000 in prior uncommitted funds to be received from prior year projects. The City's program income has been inconsistent over the last decade and as such, is electing to budget for a conservative program income year with the option to add programs or projects if additional funding becomes available. This gives the City a CDBG budget of approximately \$541,048 for FY 2023-24. In addition, the City's FY 2023-24 HOME allocation is about \$14,971 which provides the City with an overall CDBG/HOME budget of approximately \$556,019.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	457,048	7,000	77,000	541,048	1,828,192	Expected amount available for remainder of the Con Plan is the Year 1 Annual Allocation times four.

**Table 18 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

As discussed in the last Consolidated Plan, the City's CDBG funding is not sufficient to leverage significant private, state, or local funds and can only be provided as a small match in attempts to secure what other non-federal funding might be available. Cuts to CDBG entitlement amounts over the years has resulted in the City cutting funding to a significant amount of public service organizations that were once provided yearly operating funds. However, there are still limited housing and commercial rehabilitation funds available through the City's programs, which do not require matches. On occasion, the City Council will require a small match of private funds for the loans/grants issued to Downtown businesses through the City's Commercial Rehabilitation Program. Additionally, the City does not receive nor operate federally funded programs that require matching funds.

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

Prior to its dissolution in 2012, the City of South San Francisco's Redevelopment Agency (RDA) had acquired several residential and commercial properties. The City has been able to maintain the residential properties but was required to sell the commercial properties and return all proceeds to the State. CDBG funds have been extremely useful in assisting with rehabilitation needs for those residential properties, which are leased to low income families. For example, gas and sewer lines have been repaired on an emergency basis at these properties. Additionally, CDBG funds have continued to help improve city-owned properties that are used to provide services to low and moderate income or special needs residents such as parks, libraries, community facilities, and the City's senior center. CDBG funds are used solely for accessibility and non-routine maintenance improvements and occasionally provide minimal leverage to the majority of City funds needed to maintain the facilities.

**Discussion**

While the City of South San Francisco continues to strategically allocate its entitlement resources, the lack of robust funds from other local, state, and federal sources continue to make it challenging to adequately address community needs.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase, Maintain, & Improve Affordable Housing	2023	2027	Affordable Housing	CDBG Services Area	Affordable Housing	CDBG: \$185,000	Homeowner Housing Rehabilitated: 20 Household Housing Unit
2	Preserve & Improve Public Facilities	2023	2027	Non-Housing Community Development	SSF Downtown Tracts 6021, 6022 CDBG Target Area CDBG Services Area	Public Facilities and Infrastructure Improvements	CDBG: \$196,081	Other: 1 Other
3	Provide Public Services to Improve Quality of Life	2023	2027	Non-Housing Community Development	CDBG Services Area	Public Services	CDBG: \$68,557	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 600 Persons Assisted
4	Support Services, Shelters, & Transitional Housing	2023	2027	Homeless	CDBG Services Area	Homeless Services and Housing	CDBG: \$0	Homeless Person Overnight Shelter: 0 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Planning and Administration	2023	2027	Non-Housing Community Development	SSF Downtown Tracts 6021, 6022 CDBG Target Area CDBG Services Area	Public Services Affordable Housing Homeless Services and Housing Public Facilities and Infrastructure Improvements	CDBG: \$91,410	Other: 1 Other

Table 19 – Goals Summary

## Goal Descriptions

1	Goal Name	Increase, Maintain, & Improve Affordable Housing
	Goal Description	<p>Goal name: Increase, maintain, and improve the supply of affordable housing for extremely low- to moderate-income individuals/families.</p> <p>Based on housing needs estimates, housing supply characteristics, severity of housing problems, and community input, the City continues to make affordable housing a goal and priority. The lack of available land, the extremely high cost of new construction, and the subsidies required to make market rate units affordable is prohibitive. The City will implement the following activities to meet this goal: affordable housing rehabilitation and minor home repair and accessibility modification programs. Additionally, the City will continue to administer its existing First Time Home Buyer Loans and Below Market Rate Housing units. When feasible, the City will also implement activities to assist low- to moderate-income homebuyers.</p> <p>Goal outcome indicator-Homeowner rehabilitation: 20 households units assisted.</p>



2	<b>Goal Name</b>	Preserve & Improve Public Facilities
	<b>Goal Description</b>	<p>Goal name: Preserve and improve public facilities that serve a higher percentage of low-income or special needs residents.</p> <p>Publicly-owned Facilities The City continues to use its ADA Transition Plan to identify the community facilities and spaces that do not meet ADA standards, describes actions to address areas of inaccessibility, and sets a schedule and priorities for completing the plan. The City will continue to use CDBG funds, when available and feasible, to address actions listed in the ADA Transition Plan. The City will also use CDBG funds, when available and feasible, to rehabilitate facilities with urgent needs.</p> <p>Non-profit Facilities The City will also use CDBG funds, when available and feasible, to assist nonprofit organizations preserve and improve their public facilities that serve low to moderate income and/or special needs residents. Many nonprofit organizations currently occupy buildings that are not in optimal condition or are inadequate to serve their clients. Problems can include accessibility issues, dilapidated structures, and other safety code issues.</p> <p>Goal outcome indicator: Public facility improvements--one public facility assisted.</p>
3	<b>Goal Name</b>	Provide Public Services to Improve Quality of Life
	<b>Goal Description</b>	<p>Goal name: Provide public services to improve the quality of life for low-income individuals and families, including those at risk of becoming homeless and special needs populations.</p> <p>To meet the City's public service needs, the City will fund nonprofit agencies and organizations that provide one or more of the following services as described in the Needs Assessment Section: Safety Net Services, Behavioral Health Services, Life Skills Training/Education Services, Community Improvement Services, and Housing-Related Services.</p> <p>Goal outcome indicator: 600 persons assisted.</p>
4	<b>Goal Name</b>	Support Services, Shelters, & Transitional Housing
	<b>Goal Description</b>	<p>Goal name: Support service-enriched shelter and transitional housing for homeless families and individuals</p> <p>There is a significant need for emergency and transitional housing as well as case management and services. The City plans to offset the loss of operating funds by providing funds, when feasible, for rehabilitation and accessibility modifications to emergency and transitional housing. However, should funds become available, the City will support operating costs.</p> <p>Goal outcome indicator: N/A persons assisted.</p>

5	<b>Goal Name</b>	Planning and Administration
	<b>Goal Description</b>	Planning and administration funding to support CDBG subrecipients and respond to HUD requirements. Goal outcome indicator: Other.

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

The City will continue to fund activities in FY23-24 that have been funded in previous years, including housing rehabilitation, minor home repair, public service, and public facility improvement activities.

#	Project Name
1	Public Services
2	Minor Home Repair Program
3	City Sponsored Minor Housing Rehabilitation Program, Debris Box, and Emergency Repair
4	Public Facility Improvement Projects
5	Planning and Administration

**Table 20 – Project Information**

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

The housing, community development, and social service needs of underserved populations in South San Francisco far outweigh the amount of local, state, and federal resources, including CDBG, the City has to administer. The City's FY23-24 CDBG funding allocations were based on the priorities heard through the community engagement process. The City works with other county jurisdictions and community partners to avoid duplication of services and leverage all available resources.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Public Services
	<b>Target Area</b>	CDBG Services Area Citywide
	<b>Goals Supported</b>	Provide Public Services to Improve Quality of Life
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$68,557
	<b>Description</b>	The City partners with several organizations. During FY 2023-2024, the City will fund: <ul style="list-style-type: none"> <li>Friends for Youth, which will provide quality mentoring relationships and support services to underserved, vulnerable youth through community based one-on-one mentoring, school-based group mentoring, and the Whole Health for Youth coalition. The coalition provides prevention and early intervention programs for the whole family.</li> <li>Peninsula Family Service, which will provide care to over 30 low-income children with family engagement and support, as well with food, housing, banking, and support for mental health and multigenerational living issues.</li> <li>Rape Trauma Services Center, which will provide mental health services to address the multiple healing needs of child survivors of sexual violence including crisis intervention, individual and group counseling, advocacy, medical/legal and forensic accompaniment, and information and referrals.</li> <li>Ombudsman Services of San Mateo County, Inc., which advocates for the dignity and quality of life of people living in licensed long-term care facilities.</li> </ul>
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City anticipates helping 600 persons through the proposed activities.

	<b>Location Description</b>	The City will assist persons and households throughout the city of South San Francisco through the grantees.
	<b>Planned Activities</b>	<p>The City partners with several organizations. During FY 2023-2024, the City will fund:</p> <ul style="list-style-type: none"> <li>• <b>Friends for Youth</b>, which will provide quality mentoring relationships and support services to underserved, vulnerable youth through community based one-on-one mentoring, school-based group mentoring, and the Whole Health for Youth coalition. The coalition provides prevention and early intervention programs for the whole family.</li> <li>• <b>Peninsula Family Service</b>, which will provide care to over 30 low-income children with family engagement and support, as well with food, housing, banking, and support for mental health and multigenerational living issues.<b>Rape Trauma Services Center</b>, which will provide mental health services to address the multiple healing needs of child survivors of sexual violence including crisis intervention, individual and group counseling, advocacy, medical/legal and forensic accompaniment, and information and referrals.</li> </ul> <p><b>Ombudsman Services of San Mateo County, Inc.</b>, which advocates for the dignity and quality of life of people living in licensed long-term care facilities.</p>
2	<b>Project Name</b>	Minor Home Repair Program
	<b>Target Area</b>	CDBG Target Area Citywide
	<b>Goals Supported</b>	Increase, Maintain, & Improve Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$108,000
	<b>Description</b>	The City will allocate funding to various non-profits that provide minor home repairs and accessibility modifications to low-income homeowners.
	<b>Target Date</b>	6/30/2024

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City anticipates serving 27 low income households.
	<b>Location Description</b>	Citywide and CDBG Target Areas
	<b>Planned Activities</b>	<ul style="list-style-type: none"> <li>• <b>Center for Independence of Individuals with Disabilities, Housing Accessibility Modification Program, \$10,000.</b> The program provides minor home repair funding to help install ramps, grab bars, and other modifications to make a home accessible.</li> <li>• <b>El Concilio of San Mateo County, Peninsula Minor Home Repair, \$27,000.</b> This funding will make assist with minor home repairs for low-income households to make their home eligible for energy/weatherization improvements.</li> <li>• <b>Rebuilding Together Peninsula, National Rebuilding Day, \$15,750.</b> This funding will be put towards the National Rebuilding Day program, which utilizes volunteers to rehabilitate homes on National Rebuilding Day.</li> <li>• <b>Rebuilding Together Peninsula, Safe at Home, \$55,250.</b> This funding goes towards RTP's Safe at Home year-round program which addresses minor repair needs.</li> </ul>
<b>3</b>	<b>Project Name</b>	City Sponsored Minor Housing Rehabilitation Program, Debris Box, and Emergency Repair
	<b>Target Area</b>	CDBG Target Area CDBG Services Area Citywide
	<b>Goals Supported</b>	Increase, Maintain, & Improve Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$77,000

	<b>Description</b>	Provides low interest loans and grants to low income families for housing alterations and repairs that correct code deficiencies and or improve the health and safety of the home.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City anticipates assisting one household with a housing rehabilitation loan, four households with emergency housing vouchers, and one household with a debris box voucher.
	<b>Location Description</b>	CDBG Target Area CDBG Services Area Citywide
	<b>Planned Activities</b>	<ul style="list-style-type: none"> <li>• <b>Housing Rehabilitation Loans</b> provide low interest loans to low-income families for housing alterations and repairs that correct code deficiencies and/or improve the health and safety of the home.</li> <li>• <b>Emergency Repair Vouchers</b> provide low-income families grants of up to \$5,500 to make emergency safety and/or code violation repairs.</li> <li>• <b>Debris Box Vouchers</b> provide low-income families with a debris box to clear code violations and clean up conditions that affect the health, safety, and/or appearance of properties.</li> </ul>
<b>4</b>	<b>Project Name</b>	Public Facility Improvement Projects
	<b>Target Area</b>	SSF Downtown Tracts 6021, 6022 CDBG Target Area CDBG Services Area Citywide
	<b>Goals Supported</b>	Preserve & Improve Public Facilities
	<b>Needs Addressed</b>	Public Facilities and Infrastructure Improvements
	<b>Funding</b>	CDBG: \$196,081

	<b>Description</b>	These funds will be used for public facility and infrastructure improvements in low/mod areas.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City anticipates funds will be used on improvements for one public facility.
	<b>Location Description</b>	These funds will be used for public facility and infrastructure improvements in low mod areas.
	<b>Planned Activities</b>	These funds will be used for public facility and infrastructure improvements in low mod areas.
5	<b>Project Name</b>	Planning and Administration
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Increase, Maintain, & Improve Affordable Housing Preserve & Improve Public Facilities Provide Public Services to Improve Quality of Life Planning and Administration
	<b>Needs Addressed</b>	Public Services Affordable Housing Homeless Services and Housing Public Facilities and Infrastructure Improvements
	<b>Funding</b>	CDBG: \$91,410
	<b>Description</b>	The City will use approximately 20 percent of its entitlement to administer the CDBG program.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	NA



	<b>Location Description</b>	NA
	<b>Planned Activities</b>	The City will use approximately 20 percent of its entitlement to administer the CDBG program.

## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

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

The City has identified the census blocks with more than 51% of residents with low to moderate household incomes. Using HUDs CPD Maps website as a guide, as well as using HUDs GIS dataset, the City has created a CDBG Service Areas map for South San Francisco (see Attachment D). These Service Areas generally meet the CDBG Low to Moderate Area Benefit (LMA) requirements, however the area known as East 101, is predominantly industrial activities, and CDBG funding will not be spent in this region. The below census blocks meet the CDBG Low to Moderate Area Benefit (LMA) requirements.

- 601901-2, 601902-3
- 602000-5
- 602100-1, 602100-3
- 602200-1, 602200-2, 602200-3, 602200-4
- 602300-1
- 602400-1

The City will direct assistance to these areas through public improvement projects.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
SSF Downtown Tracts 6021, 6022	
CDBG Target Area	40
CDBG Services Area	
Citywide	60

**Table 21 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The City designates these areas as target areas for funding public services because a majority of those who reside and/or receive services in the area have low incomes. Therefore, improvements made to these areas generate benefits throughout the city.

### **Discussion**

The City works to utilize its CDBG resources to assist as many eligible households and neighborhoods as possible and will regularly check and monitor its designated low-income areas to ensure they remain eligible for CDBG-funded projects.

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

The following sections describe the actions and efforts the City will undertake to meet underserved needs, support affordable housing development, and address lead-based paint hazards. Many of these actions are based upon the importance of coordinating with other jurisdictions, local service providers, and the private sector. With limited funding available, the City's focus will be strategic about leveraging its funds where it can and seeking collaboration among partners to better meet the needs of the community.

### **Actions planned to address obstacles to meeting underserved needs**

The main obstacle the City faces in meeting underserved needs is a lack of funding. With the loss of RDA funds and declining CDBG entitlements, the City has limited capabilities in meeting all the diverse needs of the community. Additionally, many local service providers are also experiencing declines in both private and public funding, which further hinder their capability to meet needs. The City plans to address this obstacle by continuing to look for new funding sources and find creative ways to leverage and utilize existing funding. Additionally, the City will encourage collaboration amongst itself, other jurisdictions, and non-profits.

### **Actions planned to foster and maintain affordable housing**

The City will take the following actions to foster and maintain affordable housing throughout the community:

- Promote the construction of lower cost units by providing incentives to developers and encouraging mixed-use projects, second units, density bonuses, loft-style units, and manufactured housing.
- Strive to preserve and maintain existing affordable housing by using state and federal funds fully to rehabilitate existing housing units. Additionally, the City will continue to support affordable housing for groups with special needs, including seniors, the disabled, and the homeless.
- Continue to implement its Inclusionary Housing Ordinance that requires a percentage of new "for sale" residential units be made available as Below Market Rate (BMR) units for low-income residents. The City will also continue to support its existing BMR units.
- Provide a "how to guide" for developers who are introducing new BMR units to the market which provides guidance regarding resident selection, monitoring etc.

### **Actions planned to reduce lead-based paint hazards**

The City will continue to incorporate lead testing and lead safe work practices into all rehabilitation projects it funds. Additionally, the City makes lead-based paint information available on its website, to all local non-profit agencies, to homeowners and renters. The City also provides loans and grants to

homeowners and public facilities to abate lead-based paint hazards.

### **Actions planned to reduce the number of poverty-level families**

The City of South San Francisco has a multi-faceted approach to reducing poverty in the community:

The City supports numerous efforts related to the construction and/or rehabilitation of affordable housing. The City's Housing Rehabilitation Loan Program provides low-interest loans for housing rehabilitation to low-income homeowners to bring their housing up to code. The City's inclusionary housing ordinance aims to develop Below Market Rate (BMR) housing units affordable to low- and moderate-income households through the housing development process. The City will continue to seek out additional funding sources and partnerships to provide affordable housing throughout the community.

Additionally, the City's Affordable Housing Trust Fund (AHTF) is utilized to support the creation and preservation of affordable housing in South San Francisco for the benefit of low- and moderate-income households. The following projects and activities are eligible to be funded through the City's AHTF:

- Creation of new affordable units;
- Preservation of existing affordable housing;
- Assistance with multifamily rehabilitation programs;
- Conversion of market rate units to affordable housing;
- Construction of accessory dwelling units;
- Acquisition and rehabilitation of potential limited equity cooperatives;
- First time homebuyer loans; and
- Predevelopment loans/grants to assist nonprofit and for profit developers with project feasibility studies, site acquisition and design studies for potential affordable housing projects.

It is also important to note that non-profit organizations in South San Francisco play an important role in providing affordable housing, food, childcare, clothing, and other emergency services to low-income residents. The City partially funds and monitors these organizations through the CDBG Program.

Through this multitude of efforts, in collaboration with non-profit agencies, the City is continually working to help reduce the number of families living in poverty. With that said, there are significant challenges to accomplishing this long-term goal. The biggest barrier to the provision of services to lower income families and those at risk of becoming homeless is the lack of adequate state, county, and federal funds for social service activities. For example, CDBG funding for public services is limited to 15% of the City's entitlement amount and 15% of prior year program income. Since program income varies from year to year and is often received after the Action Plan has been drafted and the budgets have been set, it can be difficult to fully incorporate program income into services funding. The City continues to strive for efforts that

creatively and efficiently work within these constraints.

### **Actions planned to develop institutional structure**

The City will continue to make the following efforts to improve institutional structure:

- Assist populations experiencing homelessness and populations at risk of experiencing homelessness by supporting non-profits that provide services to these populations;
- Work with the Homeless Outreach Team (HOT);
- Work with other local jurisdictions as part of the CDBG Work Group to increase collaboration and make administrative and monitoring processes more standardized, compliant, and efficient;
- Build and improve relationships with local service providers; and
- Coordinate and participate in the Continuum of Care.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

- Continue to collaborate with the County of San Mateo, private housing developers, lenders, and non-profit housing developers to create more affordable housing;
- Continue to participate in the CDBG Work Group and to improve CDBG administrative processes for both sub-recipients and City staff;
- Continue to fund non-profit agencies serving low-income residents;
- Encourage collaboration and cooperation among local service providers;
- Continue to participate in the CoC Steering Committee;
- Continue to participate in the San Mateo County HOME Consortium and serve on the San Mateo County's Housing & Community Development Committee (HCDC);
- Support workforce development partnerships that serve residents and employees in South San Francisco;
- Continue working with regional economic development groups and promote economic development collaboration;
- Work with businesses and the Chamber of Commerce on downtown beautification and other projects to improve Downtown; and
- Continue to work with the Homeless Outreach Team; this includes the City's participation on the HOT's Case Manager Group and Oversight Committee.

### **Discussion**

The following sections described the actions and efforts the City will undertake to meet underserved needs, support affordable housing development, address lead-based paint hazards, reduce the number of poverty-level households, improve the institutional structure of service delivery, and enhance coordination between public and private housing and social service agencies.

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

## **Discussion**

The City will ensure that it meets eligibility criteria and supports projects and programs that assist low-income households and neighborhoods in South San Francisco.

## Appendix - Alternate/Local Data Sources

<b>1</b>	<b>Data Source Name</b> 2012-2016 American Community Survey
	<b>List the name of the organization or individual who originated the data set.</b> U.S. Census Bureau
	<b>Provide a brief summary of the data set.</b> American Community Survey Data.
	<b>What was the purpose for developing this data set?</b> Most current available data.
	<b>Provide the year (and optionally month, or month and day) for when the data was collected.</b> 2012-2016.
	<b>Briefly describe the methodology for the data collection.</b> U.S. Census American Community Survey Data.
	<b>Describe the total population from which the sample was taken.</b> City of South San Francisco.
	<b>Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.</b> See standard U.S. Census American Community Survey.