

CITY OF BERKELEY

**CONSOLIDATED PLAN
FOR HOUSING
AND COMMUNITY DEVELOPMENT
2015-2020**

and Annual Action Plan for Program Year 2015

**for the U.S. Department of
Housing and Urban Development
San Francisco Field Office of
Community Planning and Development**

May 2015

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Attachment 1: Alameda County Priority Home Partnership City of Berkeley Manual

Executive Summary

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

1. Introduction

Eligible state and local governments receive annual block grants for community development and affordable housing from the U.S. Department of Housing and Urban Development (HUD). These grants include the Community Development Block Grant (CDBG), the HOME Investment Partnerships Program (HOME), and the Emergency Solutions Grant (ESG). For each program, HUD describes a broad range of eligible activities. The state or local governments determine which of the eligible activities will best serve the needs of their community. In order to determine the most pressing needs and develop effective, place-based market-driven strategies to meet those needs, HUD requires grantees to develop a Consolidated Plan (Plan).

This Plan by the City of Berkeley lays out the City's overall investment strategies for the City's use of federal entitlement grant funds for affordable housing, homelessness, addressing poverty, and community development from July 1, 2015, through June 30, 2020. Please note that throughout the Consolidated Plan and Annual Action Plan, the terms "fiscal year" and "program year" are both used. The period from July 1, 2015 through June 30, 2016 is the City's fiscal year (FY) 2016 and HUD's program year (PY) 2015.

The Plan was prepared in accordance with HUD's Office of Community and Planning Development (CPD) eCon Planning Suite which was introduced in 2012. Since that time, HUD requires grantees submit their Consolidated Plan and year one Annual Action Plan using the Consolidated Plan template through the Integrated Disbursement and Information System (IDIS), their nationwide database. Most of the data tables in the Plan are populated with default data from the U.S. Census Bureau, specifically 2007-2011 American Community Survey (ACS) and Comprehensive Housing Affordability Strategy (CHAS) data. Other sources of data are noted throughout the Plan.

The Plan is divided into six sections:

- Executive Summary
- The Process
- Needs Assessment
- Market Analysis
- Strategic Plan

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

The City of Berkeley has set an ambitious array of goals for the use of its federal entitlement grant resources. The priority needs of the City are affordable housing, non-housing community development, and homelessness. The City has three goals to address those priority needs:

- Affordable housing supply and quality;
- Improve public facilities and public services; and
- Homeless prevention and rapid re-housing.

The City of Berkeley has long placed a high priority on affordable housing and community services because they reflect important community values. The City now invests more General Fund dollars into related programs than it receives in federal funding for these activities. The City is committed to maintaining high-quality programs for those in need but faces challenges due to reductions in federal funds available. At the same time, ESG, HOME, Consolidated Plan, and Annual Action Plan requirements have substantially increased. These projected cuts, combined with an increased administrative burden will impact the City's ability to address all the many needs identified

3. Evaluation of past performance

The City tracks single family and multi-family housing rehabilitation efforts and housing development efforts. Outcomes for all community agency programs funded with federal funds are also tracked and prior outcomes are used to inform funding decisions. The City also uses countywide Homeless Count and program outcome data to inform its goals on homelessness.

4. Summary of citizen participation process and consultation process

Draft copies of the plan were presented to the Housing Advisory Commission and additional outreach was accomplished via mailings to interested parties, which include individuals, the Alameda County Homeless Continuum of Care, community agencies serving low income people, public buildings such as recreation centers, senior centers, libraries and other government buildings. The plan will also be posted on the City's website. In addition, a public hearing on the Plan was held on April 28, 2015 before the Berkeley City Council.

5. Summary of public comments

A public hearing on the Plan was held on April 28, 2015 before the Berkeley City Council. Additional outreach for the public hearing was sent via the mailing distribution lists mentioned above. Twenty-one members of the public spoke at the public hearing on disability services, employment services for youth, legal services for seniors, childcare subsidies for low-income families, health care services for seniors, and homeless services.

During the public comment period of April 1, 2015 through May 1, 2015, no written comments were received.

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

Not applicable.

The Process

PR-05 Lead & Responsible Agencies 24 CFR 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	BERKELEY	Department of Health, Housing, and Community Services

Table 1 – Responsible Agencies

Narrative

In 2011, the City's Department of Housing and Community Services merged with the City's Health Department, creating the Department of Health, Housing & Community Services (HH&CS). The HH&CS is the lead agency for overseeing the development of the plan. The Department coordinates the City's funding allocation and monitoring for community based organizations, administration of the Housing Trust Fund, and operation of other housing and community services programs such as the Shelter Plus Care Program, and Senior and Disabled Home Rehabilitation Loan Program. The Department also includes the Mental Health, Public Health, and Aging Services divisions, which provide direct services to the community, and it includes the Environmental Health division.

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PR-10 Consultation - 91.100, 91.200(b), 91.215(I)

1. Introduction

The consolidated planning process requires jurisdictions to reach out to and consult with other public and private agencies when developing the plan. The Plan includes a summary of the consultation process, including identification of the agencies that participated in the process.

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)).

The City of Berkeley coordinates the housing and community services activities within the HH&CS department through regular senior staff meetings and coordination on specific topics. City staff also participates in the implementation of Everyone Home, the countywide plan to end homelessness. Everyone Home spearheads Alameda County's Continuum of Care. Staff will continue to participate in the initiative's Leadership Board, which includes most public funders of housing and homeless services in the county, as well as leadership from key community based organizations. Leadership Board membership helps to coordinate efforts across the county. Staff also participates in other committees composed of other funders (such as Alameda County Behavioral Health Care Services and the Social Services Agency) as well as many community based organizations. Recent countywide collaboration efforts include the issuance of a countywide report on homeless program outcomes compared to adopted countywide performance benchmarks, the 2013 homeless survey and count, and the development of Home Stretch, a coordination initiative targeting people who are chronically homeless and highly vulnerable.

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

Consultation with Everyone Home, the Alameda-Countywide Continuum of Care began on January 30, 2012, when representatives from the City of Berkeley, the City of Oakland, Alameda County Housing and Community Services Department, and the Executive Director of Everyone HOME participated in a conference call. The discussion focused on how to implement the new ESG requirements in a way that would be consistent county-wide and would continue the collaboration, launched in 2009 with the American Recovery and Reinvestment Act (ARRA) Homelessness Prevention and Rapid Re-housing (HPRP) funds. The group held several meetings in PY2012, and, after a series of discussions in which approaches to utilizing the ESG funds were discussed, in the fall of PY2012, the group hired a consultant to draft a policies and procedures manual that was used to implement the new Priority Home Partnership Program.

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

City staff will continue to participate in the implementation of Everyone Home, the countywide plan to end homelessness. Everyone Home spearheads Alameda County’s Continuum of Care. Staff will continue to participate in the initiative’s Leadership Board, which includes most public funders of housing and homeless services in the county, as well as leadership from key community based organizations. Leadership Board membership helps coordinate efforts across the county. Specific activities will include:

- Membership in the Leadership Board, which guides the organization’s activities;
- Continued participation in reviewing county-wide outcomes; and
- Involvement in the committee charged with oversight of research, evaluation, and compliance with HUD requirements for the Continuum of Care.

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	Agency/Group/Organization	City of Berkeley Housing Advisory Commission
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Draft copies of the plan were presented to the Housing Advisory Commission (HAC) at their February and March 2015 meetings for comments.

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

No Agency Types were knowingly excluded.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	EveryOne Home (Alameda County's Continuum of Care)	The EveryOne Home is the countywide plan to end homelessness and was adopted by the City in 2006.
Housing Element 2015-2023	City of Berkeley	The Housing Element addresses housing production and preservation in the City of Berkeley
Health Report of 2013	Health, Housing, and Community Services; Public Health Division	The goal of the Report is to reduce and eliminate health inequities in Berkeley, which includes assessing and addressing the social determinants of health.
2020 Vision	Collaboration between various local agencies	Collaboration between: City of Berkeley, Berkeley Unified School District, Berkeley Alliance, University of California at Berkeley, Berkeley City College, United in Action, Berkeley Federation of Teachers, Berkeley Organizing Congregations for Action, and the Berkeley community. 2020 Vision is a citywide movement to ensure academic success and well-being for all children and youth growing up in Berkeley by closing the achievement gap in Berkeley’s public schools by the year 2020. This is consistent with goals of reducing inequities and increasing economic opportunities for Berkeley residents.

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))

EveryOne Home, described above under the Continuum of Care question, is an important venue for coordination with other units of local government on the issue of homelessness. Most affordable housing developments in Berkeley receive other public funding, most typically Low Income Housing Tax Credits, but also other County and State programs. The City works with those funders to coordinate project activities.

PR-15 Citizen Participation

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

This plan was developed with citizen participation consistent with the City's adopted public participation plan.

A public hearing to receive input from Berkeley residents on Berkeley's housing and community development needs was held on November 13, 2014.

before a joint meeting of the Housing Advisory, Homeless, Human Welfare and Community Action, and Children Youth and Recreation Commissions. The meeting began with a presentation summarizing the use of federal funds in PY2013. Approximately 42 members of the public were present. Twenty-nine addressed the commission and articulated a variety of community needs including the following:

- Alcohol and drug treatment services;
- housing needs of low-income people;
- childcare subsidies for low-income families; and
- employment services and supports.

The draft Plan was distributed to the Housing Advisory Commission on February 5, and March 5, 2015, and a public comment period was opened on April 1, 2015. Announcements regarding the public hearing and public comment period were published in the Oakland Tribune on April 1, 2015 and in The Berkeley Voice on April 17, 2015. The announcement stated that the public comment period would close on May 1, 2015 and included a summary of all key elements of the Plan. The announcement also included information in Spanish and Chinese regarding how to obtain information about the Plan in those languages.

Additional outreach was accomplished via mailings to interested parties on the Health, Housing and Community Services Department outreach lists, which include interested individuals, community agencies serving low-income people, public buildings such as recreation centers, senior centers, libraries and other government buildings. The plan will also be posted on the City's website.

A public hearing on the Plan was held on April 28, 2015 before the Berkeley City Council. Additional outreach for the public hearing was sent via the mailing distribution lists mentioned above.

Twenty-one members of the public spoke at the public hearing on disability services, employment services for youth, legal services for seniors, childcare subsidies for low-income families, health care services for seniors, and homeless services.

During the public comment period no written comments were received.

Additional outreach was accomplished via mailings to interested parties on the Health, Housing and Community Services Department outreach lists, which include interested individuals, community agencies serving low-income people, public buildings such as recreation centers, senior centers, libraries and other government buildings.

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)
1	Public Meeting	Non-targeted/broad community	There were 36 members of the public present at the special meeting held by the Commission on Aging. The Commission sought to focus the effects of a range of issues on the City's rapidly growing older population.	Comments included providing better advertisement of programs/services from the City's Senior Centers, improving health of senior citizens, senior living, and increasing bicycle paths.	Not applicable.	http://cityofberkeley.info/uploadedFiles/Health_Human_Services/Commissions/Commission_for_Aging/11-09-14-ApprovedMinutes-COA.pdf

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)
2	Public Meeting	Non-targeted/broad community	Twenty-one members of the public spoke at the public hearing.	Additional funding for disability services, employment services for youth, legal services for seniors, childcare subsidies for low-income families, health care services for seniors, and homeless services was requested.	Not applicable.	http://www.ci.berkeley.ca.us/uploadedFiles/Housing/Level_3_-_General/PublicHearingFlyer11_13_14.pdf

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The Needs Assessment of the Consolidated Plan, in conjunction with information gathered through consultations and the citizen participation process, will provide a clear picture of the jurisdiction's needs related to affordable housing, special needs housing, community development, and homelessness. The Needs Assessment includes the following sections:

- Housing Needs Assessment
- Disproportionately Greater Need
- Public Housing
- Homeless Needs Assessment
- Non-Homeless Special Needs Assessment
- Non-Housing Community Development Needs

The Needs Assessment identifies those needs with the highest priorities which form the basis for the Strategic Plan section and the programs and projects to be administered. Most of the data tables in this section are populated with default data from the Comprehensive Housing Affordability Strategy (CHAS) developed by the Census Bureau for HUD based on 2007-2011 American Community Survey (ACS) Census. Other sources are noted throughout the Plan.

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

As defined by HUD, housing problems include:

- Units lacking a complete kitchen or plumbing facilities;
- Housing cost burden of more than 30 percent of the household income (for renters, housing costs include rent paid by the tenant plus utilities and for owners, housing costs include mortgage payments, taxes, insurance, and utilities);
- Severe housing cost burden of more than 50 percent of gross income; and
- Overcrowding which is defined as more than one person per room, not including bathrooms, porches, foyers, halls, or half-rooms.

The following income categories are used throughout the Plan:

- Extremely low: households with income less than 30 percent of area median income (AMI)
- Very low: households with income between 30 and 50 percent of AMI
- Low: households with income between 51 and 80 percent of AMI
- Moderate: households with income between 81 and 120 percent of AMI
- Above moderate: households with income above 120 percent of AMI

Based on the data presented in tables below, there are 111,008 people residing in the City of Berkeley comprising 44,904 households. Of these households, 23,630 households (or 52.6 percent) are considered “low income” per HUD definitions. According to the 2007-2011 American Community Survey (ACS) 5-year Estimates, 43.5 percent of occupied housing units are owner-occupied and 56.5 percent are renter-occupied. The data shows that approximately 14,555 renter-households and 3,413 owner-households have some type of housing problem. That is equivalent to 40 percent of the households in the City of Berkeley. The vast majority of households in Berkeley with a housing problem have a housing affordability problem. Overcrowding and substandard units are far less common, according to Census data.

Demographics	Base Year: 2000	Most Recent Year: 2011	% Change
Population	102,743	111,008	8%
Households	45,007	44,904	-0%
Median Income	\$44,485.00	\$60,908.00	37%

Table 5 - Housing Needs Assessment Demographics

Data Source: 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households *	8,885	4,920	5,975	3,850	21,270
Small Family Households *	1,345	1,120	1,450	1,015	9,195
Large Family Households *	135	90	200	115	560
Household contains at least one person 62-74 years of age	1,130	835	855	675	4,735
Household contains at least one person age 75 or older	810	540	540	390	1,710
Households with one or more children 6 years old or younger *	515	324	380	405	2,305
* the highest income category for these family types is >80% HAMFI					

Table 6 - Total Households Table

Data Source: 2007-2011 CHAS

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	185	65	50	15	315	0	0	4	0	4
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	125	30	100	30	285	0	10	15	15	40
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	210	80	80	75	445	0	45	4	10	59
Housing cost burden greater than 50% of income (and none of the above problems)	5,115	1,825	820	125	7,885	650	600	570	340	2,160

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	650	1,095	2,230	785	4,760	155	240	320	285	1,000
Zero/negative Income (and none of the above problems)	865	0	0	0	865	150	0	0	0	150

Table 7 – Housing Problems Table

Data 2007-2011 CHAS

Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	5,635	2,000	1,050	250	8,935	650	655	590	365	2,260
Having none of four housing problems	1,365	1,645	3,255	2,325	8,590	220	615	1,080	915	2,830
Household has negative income, but none of the other housing problems	865	0	0	0	865	150	0	0	0	150

Table 8 – Housing Problems 2

Data 2007-2011 CHAS

Source:

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	875	690	640	2,205	135	230	345	710
Large Related	110	4	25	139	15	55	35	105
Elderly	1,060	400	179	1,639	440	380	360	1,180
Other	4,040	1,980	2,255	8,275	210	220	155	585
Total need by income	6,085	3,074	3,099	12,258	800	885	895	2,580

Table 9 – Cost Burden > 30%

Data 2007-2011 CHAS
Source:

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	715	365	185	1,265	135	200	230	565
Large Related	110	0	0	110	15	55	15	85
Elderly	670	120	74	864	315	260	195	770
Other	3,910	1,355	560	5,825	185	125	130	440
Total need by income	5,405	1,840	819	8,064	650	640	570	1,860

Table 10 – Cost Burden > 50%

Data 2007-2011 CHAS
Source:

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	225	55	140	85	505	0	50	4	25	79
Multiple, unrelated family households	15	25	4	0	44	0	4	15	0	19

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Other, non-family households	125	30	35	25	215	0	0	0	0	0
Total need by income	365	110	179	110	764	0	54	19	25	98

Table 11 – Crowding Information – 1/2

Data Source: 2007-2011 CHAS

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	0	0	0	0	0	0	0	0

Table 12 – Crowding Information – 2/2

Data Source
Comments:

Describe the number and type of single person households in need of housing assistance.

The 2007-2011 ACS showed that of 44,904 households, 36.2 percent (or 16,255 households) are single-person households. Slightly more of the single-person households are women (55.2 percent) and 27.1 percent are 65 years old and over. The big difference between men and women who live alone is their age. There are more women aged 65 years old and over living alone (66.5 percent) compared to men of the same age group living alone (33.5 percent).

Compared to the average household (in Berkeley it is 2.3 people), a single-person household will likely pay a larger portion of their income on housing. This is not surprising given the high cost of housing in Berkeley and in the Bay Area generally. As a result, many single-person households are in need of more affordable housing options and assistance.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

The Berkeley Housing Authority (BHA) has 1,684 Housing Choice Vouchers and according to the BHA, 60 percent of the vouchers are utilized by families with disabilities (see NA-35 below). When the waiting list for the Housing Choice Voucher program was opened in 2010, approximately 37,000 people applied. Twenty percent of applicants, or 7,400 people, indicated on their application that they had a disability. The percentage of current voucher holders with disabilities and the number of applicants with disabilities showcase the large need of affordable housing for families with disabilities.

According to the Centers for Disease Control and Prevention (CDC), victims of domestic violence have a greater risk of becoming homeless and experiencing poverty. The lack of affordable housing in the City makes it difficult for victims of domestic violence to leave their violent homes when they do leave, so they are likely to move to an overcrowded unit or into a homeless shelter. The 2009 Alameda Countywide Homeless County found a total of 824 people homeless in Berkeley with 120 of them (or 14.6 percent) stating they have experienced domestic abuse. The City has seen an increase in domestic violence-related calls for assistance to the Berkeley Police Department. From 2008-2010, there was an average of 122 domestic violence-related calls per year while the 2011-2013 period which saw an average of 217 domestic violence-related calls per year (State of California Department of Justice, <http://oag.ca.gov/crime/cjsc/stats/domestic-violence>). The increase means more families will require housing assistance in order to relocate.

What are the most common housing problems?

The most common housing problems are cost burdens for both renters and homeowners. A housing cost burden of greater than 50 percent of income affects 5,115 of renter households in the lowest income range (0-30 percent AMI). In total, housing cost burden greater than 50 percent of income affects 10,045 households.

Are any populations/household types more affected than others by these problems?

Renters in most income categories are the most affected by housing cost burdens and thus, have the greatest needs. The data from the above tables show that 49.8 percent of renters are paying 30 percent or more of household income on housing compared to 16.2 percent of homeowners. The largest renter group experiencing housing cost burdens are unrelated and non-elderly households while the owner group most burdened by housing costs are elderly households.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

According to the CHAS data, here are 515 households with one or more children 6 years or younger in the extremely low income category, 324 households in the very low income category, and 380 households in the low income category. These households are at higher risks of homelessness, especially the extremely low income group, due to their limited income and the City's high housing cost burden. Low income families with children need affordable homes that are large enough to accommodate them. The City funds a variety of social services for low income families, such as health care, child care, and programs serving children and youth. In addition, in 2014, the City adopted its own Minimum Wage Ordinance, raising the minimum wage to \$10 per hour, in order to help low income individuals and families. Unfortunately, according to the National Low Income Housing Coalition, a person would need

to make \$19.90 per hour even to be able to afford a studio apartment in the Oakland-Fremont, CA region where Berkeley is located (National Low Income Housing Coalition, <http://nlihc.org/oor/2014/CA>).

The City of Berkeley is increasingly targeting our homeless financial resources to serve chronically homeless households. The City initially used ESG funds for homeless prevention and rapid re-housing for a general homeless population. The City then redirected those resources to target chronically homeless households living on the streets in Berkeley. We are currently tracking the results of this program.

Since June 2014, the City of Berkeley has housed 81 households in the Priority Home Partnership Program, the City's Rapid Re-Housing and Homeless Prevention Program. A total of five households were provided with homeless prevention assistance, and 76 with Rapid Re-Housing assistance. Forty-three percent of the rapid re-housing households were families with varying forms of employment or other incomes. Forty percent have assumed the full rent and are still currently housed. The remainder are working with a case manager to stabilize their income to afford their current rent without a subsidy. Twenty-three percent of the rapid re-housing households assisted were single disabled adults on either General Assistance or Supplemental Security Income (SSI). Twenty-eight percent of these households transitioned off of a subsidy and are still currently housed without assistance. The remainder are working with a benefits advocacy organization and expect to receive SSI within the next 24 months. Once their income is attained, they will be able to afford the unit they are currently occupying.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

In the City of Berkeley, the high cost burden is a housing characteristic most commonly linked with instability and an increased risk of homelessness. The National Low Income Housing Coalition publishes an annual report, called *Out of Reach*, to show how much a household must earn to afford a decent two-bedroom rental home at HUD-estimated Fair Market Rent (FMR) while spending no more than 30 percent of their income on housing costs. According to the 2014 report, the hourly wage needed to afford a two-bedroom at FMR (\$1,578) in Alameda County is \$30.35. This is equivalent to 3 full time jobs at Berkeley's minimum wage in order to afford a two-bedroom at FMR.

Discussion

Housing affordability persists as a critical housing issue in Berkeley as well as the whole San Francisco Bay Area. The City continues to fund a variety of programs to support low income renters and homeowners with federal and local funds.

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

A disproportionately greater need exists when the members of racial or ethnic group at a given income level experience housing problems at a greater rate (10 percentage points or more) than the income level of the jurisdiction as a whole. The four housing problems are: 1) the lack of complete kitchen facilities, 2) the lack of complete plumbing facilities, 3) more than one person per room, and 4) a cost burden greater than 30 percent.

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	6,930	635	925
White	3,135	195	435
Black / African American	1,115	305	99
Asian	1,760	84	315
American Indian, Alaska Native	0	0	4
Pacific Islander	0	0	0
Hispanic	610	35	70

Table 13 - Disproportionally Greater Need 0 - 30% AMI

Data Source: 2007-2011 CHAS

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,575	855	0
White	2,090	405	0
Black / African American	545	245	0

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Asian	470	125	0
American Indian, Alaska Native	4	0	0
Pacific Islander	0	0	0
Hispanic	370	45	0

Table 14 - Disproportionally Greater Need 30 - 50% AMI

Data Source: 2007-2011 CHAS

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,880	1,815	0
White	1,750	1,010	0
Black / African American	330	230	0
Asian	365	260	0
American Indian, Alaska Native	10	4	0
Pacific Islander	65	0	0
Hispanic	325	240	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Data Source: 2007-2011 CHAS

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,305	2,050	0

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
White	845	1,385	0
Black / African American	79	265	0
Asian	220	240	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	115	64	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

Data Source: 2007-2011 CHAS

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Discussion

Generally speaking, those in lower income categories in Berkeley have higher rates of housing problems. For example, 82 percent of people in the 0-30 percent of Area Median Income have one of the four housing problems, compared to 81 percent of the 30-50 percent of Area Median Income category, 61 percent of the 50-80 percent of Area Median Income category, and 39 percent of the 80-100 percent of Area Median Income category. (In the 0-30 percent, there are an additional 925 households which have no or negative income as their sole housing problem). As income drops, chances of having housing problems increase.

The following groups have disproportionately greater needs:

- American Indians/Alaska Natives in the 30-50 percent, 50-80 percent, and 80-100 percent of Area Median Income categories. The numbers of people in these groups are very small, from 4 to 10 households.
- Pacific Islanders in the 50-80 percent of Area Median Income category, with 100 percent having housing problems compared to 61 percent in the City as a whole at that income range. This group is also relatively small, at 65 households.
- Hispanics in the 80-100 percent Area Median Income category, with 64 percent having housing problems compared to 39 percent of households in that income category for the City as a whole.

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

The four housing problems are: 1) the lack of complete kitchen facilities, 2) the lack of complete plumbing facilities, 3) more than 1.5 persons per room, and 4) a cost burden greater than 50 percent.

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	6,185	1,380	925
White	2,920	410	435
Black / African American	820	600	99
Asian	1,635	205	315
American Indian, Alaska Native	0	0	4
Pacific Islander	0	0	0
Hispanic	520	135	70

Table 17 – Severe Housing Problems 0 - 30% AMI

Data Source: 2007-2011 CHAS

*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,990	2,440	0
White	1,230	1,260	0
Black / African American	295	490	0
Asian	265	335	0
American Indian, Alaska Native	0	4	0

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Pacific Islander	0	0	0
Hispanic	130	285	0

Table 18 – Severe Housing Problems 30 - 50% AMI

Data Source: 2007-2011 CHAS

*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	990	3,705	0
White	660	2,100	0
Black / African American	80	480	0
Asian	95	525	0
American Indian, Alaska Native	0	14	0
Pacific Islander	0	65	0
Hispanic	135	440	0

Table 19 – Severe Housing Problems 50 - 80% AMI

Data Source: 2007-2011 CHAS

*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	485	2,865	0
White	295	1,935	0

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Black / African American	20	325	0
Asian	105	360	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	45	140	0

Table 20 – Severe Housing Problems 80 - 100% AMI

Data Source: 2007-2011 CHAS

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

Discussion

There are two problems that distinguish “severe housing problems” from “housing problems”:

- Overcrowded households with more than 1.5 persons per room instead of 1 person per room, not including bathrooms, porches foyers, halls, or half-rooms.
- Households with cost burdens of more than 50 percent of income instead of 30 percent.

The following groups had disproportionate greater needs in the 80-100 percent of area median income category when compared to the jurisdiction as a whole at 14 percent:

- American Indian and Alaska Natives, a total of 10 households (100 percent).
- Hispanic, a total of 45 households (24 percent).

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

The following table displays cost burden information for the jurisdiction and each racial and ethnic group, including no cost burden (less than 30 percent), cost burden (30-50 percent), severe cost burden (more than 50 percent), and no/negative income.

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	21,020	8,105	9,949	1,005
White	15,095	4,950	5,540	490
Black / African American	1,665	1,055	1,210	99
Asian	2,430	1,045	2,095	340
American Indian, Alaska Native	60	14	0	4
Pacific Islander	15	65	0	0
Hispanic	1,220	825	695	70

Table 21 – Greater Need: Housing Cost Burdens AMI

Data Source: 2007-2011 CHAS

Discussion:

When individuals of all incomes are combined by race or ethnicity, the only disproportionately greater needs based on a housing cost burden of 30-50 percent or >50 percent of AMI identified were:

- Pacific Islanders, 81 percent of whom have a cost burden of 30-50 percent of their income, compared to 20 percent of the City as a whole. The number of households affected was just 14.
- Asians, 35 percent of whom have a housing cost burden of 50 percent or more, compared to 25 percent of the City as a whole. This number likely includes many University of California – Berkeley student households. The University’s data shows a third (33 percent) of their students are Asian, compared to 19 percent of the City as a whole (<http://opa.berkeley.edu/statistics/enrollmentdata.html>). Although not all University students live in Berkeley, the number of Asian students the University is equal to 55 percent of the number of Asian Berkeley residents.

NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

At the 0-30 percent of AMI category, there is no racial or ethnic group with a disproportionately greater need than the needs of the income category as a whole. In the 30-50 percent of AMI range, American Indian and Alaska Natives is the only group experiencing a disproportionate need. At the 50-80 percent of AMI category, Pacific Islanders experience the greatest need followed by American Indian and Alaska Natives. At the 80-100 percent of AMI range, American Indian and Alaska Natives along with Hispanics are experiencing a disproportionate housing need. However, for all three income categories the size of the affected population is very small. The American Indian and Alaska Natives population contain ten households or less, the Pacific Islanders population contain 65 households, and the Hispanics population contain 115 households.

If they have needs not identified above, what are those needs?

No additional needs have been identified.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

The 2010 Census data shows that most of the Hispanic populations are located in the census tracts in the central, southern and western parts of the City along with the area around the University. The strongest concentration occurred in the western quadrant of the City. The American Indian and Alaskan Native populations are scattered throughout the City but the number of American Indian and Alaskan Native households are too small to determine whether they're concentrated in a specific area.

NA-35 Public Housing – 91.205(b)

Introduction

In Berkeley, Public Housing is administered by the Berkeley Housing Authority (BHA). BHA is not a part of the City government structure, but the board of the Housing Authority is appointed by the Mayor of the City of Berkeley and confirmed by the City Council. BHA updated the following data for inclusion in this Plan from PIC (PIH Information Center) since the populated data from HUD was outdated.

Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	95	0	1,684	172	1,512	0	0	0

Table 22 - Public Housing by Program Type

***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

Alternate Data Source Name:
Berkeley Housing Authority
Data Source Comments:

Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	9,617	0	0	0	0	0	0
Average length of stay	0	6	0	10	3	11	0	0
Average Household size	0	1	0	0	0	0	0	0
# Homeless at admission	0	0	0	3	0	3	0	0
# of Elderly Program Participants (>62)	0	19	0	594	79	515	0	0
# of Disabled Families	0	75	0	1,010	90	920	0	0
# of Families requesting accessibility features	0	90	0	1,704	132	1,572	0	0
# of HIV/AIDS program participants	0	0	0	0	11	0	0	0
# of DV victims	0	0	0	0	1	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Alternate Data Source Name:

Berkeley Housing Authority

Data Source Comments:

Race of Residents

Race	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	36	0	454	55	399	0	0	0
Black/African American	0	55	0	0	94	0	0	0	0
Asian	0	3	0	77	19	58	0	0	0
American Indian/Alaska Native	0	0	0	17	2	15	0	0	0
Pacific Islander	0	1	0	17	2	15	0	0	0
Other	0	0	0	0	0	0	0	0	0

***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

Table 24 – Race of Public Housing Residents by Program Type

Alternate Data Source Name:
Berkeley Housing Authority
Data Source Comments:

Ethnicity of Residents

Ethnicity	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	6	2	92	8	84	0	0	0
Not Hispanic	0	84	50	1,612	124	1,488	0	0	0

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 25 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

Berkeley Housing Authority (BHA) disposed of its 61 units of low income public housing and is now a voucher-only Housing Authority. Related California acquired all of the public housing units and now operates them as affordable housing. Most of these units currently receive Project-based vouchers. In the Section 8 Program, the waitlist last opened in 2010, with over 37,000 applicants (1,500 were selected randomly for the Tenant-based waitlist; 1,500 were selected randomly for the Project-based waitlist). Twenty percent of applicants indicated on their application that they were disabled. There is a lack of affordable fully accessible units, specifically with roll in shower for wheelchair-reliant individuals, and others with significant mobility impairments. A resource in Berkeley, the Center for Independent Living, has limited funds to offer minor remodeling of current homes including rentals (ramps, grab bars, hearing and visual impaired door bells and alarms), but the demand outweighs the supply.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

The most immediate need of voucher holders is reasonable inventory of affordable rental housing units. BHA's Section 8 program and the 110 percent Payment Standards are losing the competition of attracting landlords willing to rent to extremely low income households, with the current market rate rents continuing to skyrocket. Several years ago, BHA's "Available Unit Listing," updated weekly, contained an average of 18 units. Currently the list has averaged 4 or 5. This makes it very difficult for even voucher holders to obtain housing in Berkeley. For tenants needing accessible units, it is even more difficult. Finding those accessible units in the limited pool of affordable units limits options even further.

How do these needs compare to the housing needs of the population at large

There is a significant shortage of accessible housing units for households of all income ranges. Professionals earning high salaries are better able to pay higher market rents, and this drives the rental market higher in Berkeley. Data from the Apartment List website shows San Francisco has the most expensive rents in the country, averaging, \$4,350 for a 2-bedroom unit (<https://www.apartmentlist.com/rentonomics/nov-14-rental-price-monitor/>). BHA's Payment Standard for a 2-bedroom unit is \$1,743 (the 4-bedroom Payment Standard is \$2,987).

Discussion

The extremely high cost rental market in Berkeley and the rest of the Bay Area poses challenges for all but the highest income households. Unfortunately, even having a Housing Choice Voucher no longer guarantees finding housing in Berkeley will be possible.

NA-40 Homeless Needs Assessment – 91.205(c)

Introduction:

The City of Berkeley adopted the EveryOne Home Plan in 2006 with a goal of broadening the City's approach to services and housing to allow for better outcomes among people with long-term homeless histories and severe disabling conditions. As required by HUD, Alameda County conducts a countywide homeless count every other year but a city-level count occurs when resources permit. The most recent comprehensive data available on Berkeley's homeless population comes from the 2009 homeless count. A homeless count will be conducted in January 2015 and will provide Berkeley-specific data. This data will not be available, however, before the publication of this Consolidated Plan.

In 2009 the survey found that Berkeley has 824 homeless people homeless in any given night. This includes 680 literally homeless people (People who are residing on the streets, places not meant for human habitation, in shelters or in transitional housing programs) and 144 hidden homeless people (living temporarily with a friend or relative, in a motel, or facing eviction within seven days).

The data show:

- Berkeley's total homeless population represents 11 percent of the County's homeless population, while Berkeley has 9 percent of the County's overall population (2000). Berkeley has a greater share of chronically homeless adults (27 percent) and literally homeless people (16 percent) and a lower share of the hidden homeless (5 percent) than averages would predict.
- Berkeley's homeless are mostly adults in households with no children (79 percent), while adults with no children make up only 51 percent of the homeless population countywide.
- 33 percent (276 people) of homeless people in Berkeley met HUD's definition of chronically homeless—a single adult with a disability, homeless for one year consecutively or 4 or more times in 3 years.
- 38 percent of Berkeley's homeless have a serious mental illness, compared to 17 percent countywide.
- 38 percent of Berkeley's homeless have chronic substance abuse, compared to 27 percent of Alameda County's homeless population.
- 18 percent of Berkeley's homeless population are veterans, compared to 12 percent countywide.

Homeless Needs Assessment

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	96	35	393	0	0	0
Persons in Households with Only Children	0	0	0	0	0	0
Persons in Households with Only Adults	213	336	1,647	0	0	0
Chronically Homeless Individuals	0	276	828	0	0	0
Chronically Homeless Families	0	8	24	0	0	0
Veterans	0	136	408	0	0	0
Unaccompanied Child	0	0	0	0	0	0
Persons with HIV	0	14	52	0	0	0

Table 26 - Homeless Needs Assessment

Data Source Comments: Alameda County 2009 Homeless Count.

City has no Rural Homeless.

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

Berkeley's total homeless population represents 11 percent of the County's homeless population, while Berkeley has 9 percent of the County's overall population (2000). Berkeley has a greater share of chronically homeless adults (27 percent) and literally homeless people (16 percent) and a lower share of the hidden homeless (5%) than averages would predict. Berkeley's homeless are mostly adults in households with no children (79%), while adults with no children make up only 51 percent of the homeless population countywide. Thirty-three percent (276 people) of homeless people in Berkeley met HUD's definition of chronically homeless—a single adult with a disability, homeless for one year consecutively or 4 or more times in 3 years. Thirty-eight percent of Berkeley's homeless have a serious mental illness, compared to 17 percent countywide. Thirty-eight percent of Berkeley's homeless have chronic substance abuse, compared to 27 percent of Alameda County's homeless population. Eighteen percent of Berkeley's homeless population are veterans, compared to 12 percent countywide.

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

According to the 2009 count, there were 125 people in families. Fifty-five percent of these families had a disabled family member, 7 percent were long-term homeless, and 5.5 percent were disabled and long-term homeless.

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

Fifty-nine percent of the homeless service users during the 2009 Homeless Count were African-American and 24 percent were white.

Berkeley had a much smaller percentage of Hispanic/Latino service users (4 percent) than the county as a whole (15 percent).

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

The 2009 count found a total of 824 people homeless in Berkeley. This included 680 people who were literally homeless (on the streets, in shelters or in transitional housing programs) at that time, and another 144 in certain temporary situations.

Of the 680 literally homeless people, 309 or 45 percent, were living in unsheltered situations. The vast majority of unsheltered homeless are men (79 percent), and the average age of the unsheltered homeless population is 50.

NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)

Introduction:

The special needs population consists of persons who are not homeless but requires supportive housing and services for various reasons. This population includes (but is not limited to) persons with mental, physical, and/or developmental disabilities; the elderly and frail elderly; persons with alcohol or other drug addiction; persons with HIV/AIDS and their families; victims of domestic violence, dating violence, sexual assault, and stalking; and transitional age youth.

Describe the characteristics of special needs populations in your community:

Persons with Mental, Physical, and/or Development Disabilities

People with disabilities often have special housing requirements due to the need for accessibility, frequently fixed low incomes, and higher health care costs associated with a disability. According to the 2008-2012 ACS population estimate, 8 percent of the total Berkeley population had one or more disabilities, compared to 9.2 percent in Alameda County. The ACS identifies disability as having difficulty with one or more of four basic areas of functioning—hearing, vision, cognition, and ambulation—and/or difficulty performing everyday tasks such as, bathing, dressing and/or running errands.

Elderly and Frail Elderly

The 2008-2012 ACS reports that 12 percent of Berkeley's population is over 65, and that 21 percent of all Berkeley households are led by a senior householder. This is equivalent to 9,427 senior-headed households, 73 percent of which are owner-occupied.

Some of the main housing issues facing seniors are housing cost and mobility. Of the senior-headed households, 18 percent had income levels below the federal poverty guidelines. Seniors often have fixed incomes so they have difficulty with increased rental and utility costs or housing maintenance costs. In 2012, the ACS estimated that 34.6 percent of all senior-headed households in Berkeley were extremely low income or very low income households, earning less than 50 percent of area median income. According to the 2008-2012 ACS estimate, in 2012 approximately 73.5 percent of senior households

owned homes, and approximately 26.5 percent were renters. In terms of housing cost burden, 27.5 percent of senior homeowner households and 54.7 percent of senior renter households were overpaying for housing, which is defined as paying more than 30 percent of their income on housing costs.

The prevalence of disabilities in the population increases as the population ages, with 29.5 percent of the senior population reporting one or more disability in 2012. Ambulatory and independent living difficulties are most common within the senior population. Between 2008 and 2012, 33.6 percent of all elderly households had ambulatory and independent living limitations.

Persons with Alcohol or Other Drug Addictions

Comprehensive local data on the number of people with alcohol and other drug addiction is not available. However, the 2012 National Survey on Drug Use and Health estimated that 8.5 percent of the American population ages 12 or older have substance dependence or abuse. If this statistic is accurate for Berkeley, at least 9,436 people have substance dependence or abuse. The survey also estimated that 23 percent of the American population (or 25,532 Berkeley residents) participated in binge drinking of alcohol at least once in the 30 days prior to the survey and 6.5 percent (or 7,216 Berkeley residents) were heavy drinkers.

Victims of Domestic Violence, dating violence, sexual assault, and stalking

The City has seen an increase in domestic violence-related calls for assistance to the Berkeley Police Department. From 2008-2010, there was an average of 122 domestic violence-related calls while the 2011-2013 period which saw an average of 217 domestic violence-related calls per year (State of California Department of Justice, <http://oag.ca.gov/crime/cjsc/stats/domestic-violence>). The increase means more families will require housing assistance in order to relocate. From the last comprehensive City homeless count in 2009, families were asked about their experience with domestic violence. Among homeless adults with minor children in Berkeley, 47 percent left their last place because of family violence. In Alameda County, the proportion was 17 percent. Regarding resources, 37 percent of those who left their last place because of family violence reported no income but the figure for the whole county was 16 percent.

What are the housing and supportive service needs of these populations and how are these needs determined?

The primary need for the populations identified above, under Non-Homeless Special Needs, is for housing that is subsidized deeply enough to be affordable at extremely low income levels. Many seniors and people with disabilities have some form of income from the Social Services Administration, which, as described in the Housing Market Analysis, is simply not sufficient to pay for market-rate housing in Berkeley, or much of the affordable housing. Even those who do not require supportive housing (meaning affordable housing with connected supportive services) need affordable housing.

Other needs include:

- Home rehabilitation for maintenance and for accessibility.
- Supportive services that include enough flexibility in type, intensity, and duration to support people to stay stably housed.
- Services that help people who are eligible to access entitlements such as SSI and Medi-Cal, to increase their housing and service options.
- Education and employment programs which help people increase their income.

These needs are determined by consultation with local non-profit agencies providing services to the special needs populations listed above. The City's last major planning initiative for homeless and special needs housing was the Everyone Home Plan. The City continues to participate actively on the Leadership Board of Everyone Home, which includes representatives of local jurisdictions and community based organization, and addresses a wide variety of homeless and housing issues.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

Human Immunodeficiency Virus (HIV) is an infection that causes Acquired Immunodeficiency Syndrome (AIDS). More than 1.1 million people in the United States over the age of 13 are currently living with HIV/AIDS. In general, HIV/AIDS is continuing to increase in minorities, especially African Americans and Latino populations. Disproportionate rates of HIV in these minority groups leads to an even more disproportionate rate of AIDS for these same groups. HIV/AIDS primarily affects men who engage in homosexual sex and women who engage in heterosexual sex, and intravenous/injection drug use. In Berkeley all of this remains true except that HIV/AIDS infections and death are actually decreasing. The rate of new AIDS cases occurring annually in Berkeley has fallen steadily over the last decade. Berkeley's rate of new cases meets the Healthy People 2020 goal of fewer than 13 new cases per 100,000 population annually. Berkeley's 2013 Public Health Report states there were no reported Berkeley AIDS deaths in 2010, the most recent year for which data are available. Antiretro-viral drugs account for the reduction in number of HIV cases that progress to AIDS and for the decline in deaths attributable to AIDS.

Discussion:

Alameda County Housing and Community Development administers the allocation of Housing Opportunities for Persons with AIDS (HOPWA) funds on behalf of the City of Oakland for the metropolitan area which includes Berkeley. Berkeley has provided Housing Trust Fund funding to projects which include HOPWA units targeted to people living with HIV/AIDS, including to the University Neighborhood Apartments, Oxford Plaza, UA Homes, and Grayson Street Apartments projects.

NA-50 Non-Housing Community Development Needs – 91.215 (f)

Describe the jurisdiction’s need for Public Facilities:

The City of Berkeley’s General Plan adopted several policies and actions which addressed the City’s need for public facilities. Some of these policies and actions include the following:

- Ensure neighborhoods are well served by community services and facilities such as parks, schools, child-care facilities, and religious institutions
- Establish a network of community centers including school sites, neighborhood resource centers, and City facilities that offer community services such as child care, health care, and recreational programs
- Create new open space and recreational resources throughout Berkeley and preserve, maintain, and repair the City’s existing open space and recreational resources and facilities
- Provide properly staffed and equipped fire stations and engine companies

How were these needs determined?

The City’s General Plan was developed through many community meetings, public workshops, and the efforts of City Council, Planning Commission, and City staff. During the drafting of the Consolidated Plan, there were several community meetings in which the need for public facilities and their maintenance were discussed. For instance, the City’s three senior centers were built in 1977, 1979, and 1980 and have not been renovated after 30 years of intensive use. Now many systems are reaching the end of their expected useful lives, and the centers have significant physical needs. Physical changes may also be needed to address the programmatic needs of a changing senior population. These public facilities are critical infrastructure for the delivery of public services, and are therefore a high priority. Although the City prioritizes its CDBG resources to support public services, it has allocated funds for system upgrades at the senior centers along with the rehabilitation of community centers and the public health clinic.

Describe the jurisdiction’s need for Public Improvements:

The City’s need for public improvements is described in the City’s Capital Improvement Projects, available online at <http://www.cityofberkeley.info/CIP/>. Capital improvements include streets, transportation, storm drains, sidewalks, sanitary sewer, parks and marina, information technology, City facilities, equipment, fleet and other infrastructure.

How were these needs determined?

These needs were determined by the City Manager and adopted by City Council during the biennial budget process. The biennial budget cycle begins with the development of the Budget Development

instructions, including policy directives. The City Manager reviews and evaluates the baseline budgets and supplemental requests to determine whether they fulfill City Council goals and objectives, improve management effectiveness and service delivery, or increase productivity.

The City Manager then develops a balanced budget proposal for submission to the Mayor and City Council. Copies of the proposed budget are distributed to all Boards, Commissions, City Departments, and made available to the general public. City Council then holds public meetings to discuss the proposed budget, including at least two formal public hearings.

Describe the jurisdiction's need for Public Services:

The City has historically funded a wide variety of public services for Berkeley's diverse population. Supporting public services will continue to be a high priority for the City. These services could include, but are not limited to, the following:

- Senior services
- Handicapped services
- Legal services
- Youth services
- Transportation services
- Substance abuse services
- Services for battered/abused spouses
- Employment training
- Crime awareness/prevention
- Housing counseling
- Childcare services
- Health services
- Services for abused/neglected children
- Mental health services
- Fair housing monitoring

How were these needs determined?

The City has historically funded a wide array of public services based on community input. The vast majority of public services are funded with local sources, including General Fund, instead of federal funds. For public services funded with local sources, the needs are determined by the same process outlined above for public improvements. For public services funded with federal funding, the needs are determined by consultation with local non-profit agencies providing the services.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

The purpose of the Market Analysis is to provide a clear picture of the environment in which the City will administer its CDBG, HOME, and ESG programs over the course of this Consolidated Plan. In conjunction with the Needs Assessment, this chapter will provide the basis for the Strategic Plan and the programs and projects to be administered. Most of the data tables in this section are populated with default data developed by the Census Bureau for HUD based on 2007-2011 American Community Survey (ACS) Census. Other sources are noted throughout the Plan.

The Market Analysis includes the following sections:

- Number of Housing Units
- Cost of Housing
- Condition of Housing
- Public and Assisted Housing
- Homeless Facilities and Services
- Special Needs Facilities and Services
- Barriers to Affordable Housing
- Non-Housing Community Development Assets
- Needs and Market Analysis Discussion

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

Based on the 2007-2011 American Community Survey (ACS) data, there are 44,904 households in the City with 48,468 housing units with 46.5 percent of those units in single-unit structures, 53 percent in multi-unit structures, and one half of a percent were mobile homes.

Census data (2000 and 2010) shows a 6 percent increase in total housing units; and the following percent change in housing units by units in structures:

- 4 percent increase for 1-unit detached,
- 17 percent increase for 1-unit attached,
- 7 percent increase for 2-4 units and
- 4 percent increase for 5+ units.

Most of Berkeley’s buildings were constructed between 1875 and 1940. Densities are greatest in the areas close to the University campus and Downtown, where there are multi-unit apartment buildings and large single-family homes converted to rooming houses or apartments. Density can also be found along the main arterials of the city in both older and new apartment buildings. The majority of the city is characterized by small lots with one to four units.

According to the 2015-2023 Housing Element, the City of Berkeley has capacity for approximately 5,328 new units on underutilized parcels throughout the City. The City identified four main areas with the greatest potential for new units and a track record of units being built. These are the downtown area, the southside area, the commercial corridors, and vacant lots in the residential districts. For the period 2014-2022, the City estimates that the capacity for 997 units can be built in the downtown, 430 units in the Southside, 1,794 units in the commercial corridors, and 237 units in the residential districts.

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	20,726	43%
1-unit, attached structure	1,821	4%
2-4 units	9,948	21%
5-19 units	8,391	17%
20 or more units	7,355	15%
Mobile Home, boat, RV, van, etc	227	0%
Total	48,468	100%

Table 27 – Residential Properties by Unit Number

Data Source: 2007-2011 ACS

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	120	1%	2,837	11%
1 bedroom	997	5%	10,675	42%
2 bedrooms	5,730	29%	8,446	33%
3 or more bedrooms	12,673	65%	3,426	14%
Total	19,520	100%	25,384	100%

Table 28 – Unit Size by Tenure

Data Source: 2007-2011 ACS

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

Under the City of Berkeley's Housing Trust Fund (HTF), the City of Berkeley has assisted the development of 1,248 rental housing units and 142 homeownership units. Of the 1,248 rental housing units, 45 percent of the units serve extremely low and low income families and individuals; 35 percent are designated specifically for extremely low and low-income seniors; and 20 percent serve a targeted special needs population, including formerly homeless, battered women with children, people with physical and/or development disabilities, people with AIDS and Transition-Aged Youth. The 142 homeownership units are occupied by low- to moderate-income families and individuals. Each homeownership unit is subject to a regulatory agreement which requires long-term affordability and restricts resale of the affordable unit to another low income first-time homebuyer during the affordability period.

Since the inception of the HTF in 1990, the City has invested over \$46 million, including the City's allocation of federal HOME and CDBG funds, former redevelopment funds, City general funds and other local sources of funding. The City's investment has enabled local nonprofit project sponsors to secure over \$208 million in other financing, including low income housing tax credits, state Multifamily Housing Program funds, and in a few projects, federal New Markets Tax Credits. The majority of the City-assisted housing projects is 100 percent affordable and meets the deepest affordability levels per the City's Housing Trust Fund guidelines. Under the City's guidelines, project sponsors are required to set aside at least 60% of all the units for extremely low and very low income households, including a 20 percent set-aside for families and individuals who are extremely low-income or whose incomes are at or below 30 percent area median income.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

No units are expected to be lost. In its Housing Element, the City identified five developments containing 297 restricted units as being at risk since they are in annual renewals of their Section 8 contracts and

have no other restrictions on their affordability. However, the City does not have any evidence that the owners of any of these properties have any intention of converting to market rate. Of course, all of these properties would be at risk in the event of federal policy changes that reduced or eliminated Section 8 subsidies for these properties. The City informally monitors the status of these developments:

- Bonita House – 2 restricted units;
- Lawrence Moor Manor – 46 restricted units;
- Stuart Pratt Manor – 44 restricted units;
- Redwood Gardens – 169 restricted units; and
- Rosewood Manor – 36 restricted units.

Does the availability of housing units meet the needs of the population?

Despite the City's commitment to investing in affordable housing, and the many projects and programs that the City has supported, there is not enough affordable housing to meet the needs of the population. The Bay Area, including Berkeley, has some of the highest housing costs in the country. Rents and home prices have increased sharply since the recession, and vacancy rates are low. In addition to the ongoing needs for housing for extremely low, very low, and low income households, there is evidence that housing is becoming unaffordable for even households above low income levels. As one example of the local affordability issues, it is very difficult to find housing units for rent at HUD's Fair Market Rents (FMR) in Berkeley, impacting the City's Shelter Plus Care program and the Berkeley Housing Authority's (BHA) Housing Choice Voucher program. The City has also heard from the BHA and social services providers that there are not enough accessible units which are affordable, even for Housing Choice Voucher holders.

Describe the need for specific types of housing:

The data shows that approximately 45.3 percent of all households in the City are paying too much for their housing costs. A closer look at the data shows the burden is greater for renters (53 percent) than owners (33 percent). This shows the City has a large need for affordable rental units.

As mentioned above, affordable and accessible units have been identified as a need by the BHA. From July 2013 to January 2015, almost half of the Housing Choice Vouchers issued by the BHA were for the lease of a studio apartment, one bedroom unit, and single room occupancy (SRO) unit. This aligns with the City's current rental housing stock with about 53 percent of it consisting of studios and one-bedrooms, although many of them do not have rents affordable at HUD's FMR and thus not available to Housing Choice Voucher holders.

Discussion

Affordable housing units of all types are needed to meet local housing needs.

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction

The very high cost of housing is Berkeley's most critical housing issue and creates the most pressing housing need. Data in this section shows that the median home price increased 92 percent over the past 11 years, and the median contract rent rose 53 percent during this same time period. While incomes have increased, they have not kept pace with housing costs. According to the Center for Housing Policy's Paycheck to Paycheck 2014 Metro rankings, the Oakland metropolitan area (which includes Berkeley) is now the 7th most expensive rental market in the nation, and the 8th most expensive ownership market.

Cost of Housing

	Base Year: 2000	Most Recent Year: 2011	% Change
Median Home Value	374,300	720,100	92%
Median Contract Rent	692	1,159	67%

Table 29 – Cost of Housing

Data Source: 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	2,514	9.9%
\$500-999	7,784	30.7%
\$1,000-1,499	7,983	31.5%
\$1,500-1,999	4,042	15.9%
\$2,000 or more	3,061	12.1%
Total	25,384	100.0%

Table 30 - Rent Paid

Data Source: 2007-2011 ACS

Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	1,455	No Data
50% HAMFI	4,090	95
80% HAMFI	10,645	445
100% HAMFI	No Data	685
Total	16,190	1,225

Table 31 – Housing Affordability

Data Source: 2007-2011 CHAS

	Household (Unit) Size			
	1 Person (Studio)	2 Person (1 Bedroom)	3 Person (2 Bedrooms)	4 Person (3 Bedrooms)
Average Market-Rate Rent (a)	\$1,105	\$1,529	\$2,171	\$2,914
Utility Costs (b)	\$34	\$48	\$62	\$75
Maximum Affordable Monthly Rent				
Extremely Low Income (up to 30% AMI)				
Household Income at Midpoint of Income Range (c)	\$9,825	\$11,225	\$12,625	\$14,025
Max. Affordable Monthly Rent (d)	\$212	\$233	\$254	\$276
Amount Above (Below) Market Rate Rent	(\$893)	(\$1,297)	(\$1,917)	(\$2,638)
Very Low Income (31-50% AMI)				
Household Income at Midpoint of Income Range (c)	\$26,200	\$29,925	\$33,675	\$37,400
Max. Affordable Monthly Rent (d)	\$621	\$700	\$780	\$860
Amount Above (Below) Market Rate Rent	(\$484)	(\$829)	(\$1,391)	(\$2,054)
Low Income (51-80% AMI)				
Household Income at Midpoint of Income Range (c)	\$40,050	\$45,750	\$51,475	\$57,175
Max. Affordable Monthly Rent (d)	\$967	\$1,096	\$1,225	\$1,354
Amount Above (Below) Market Rate Rent	(\$138)	(\$434)	(\$946)	(\$1,560)
Moderate Income (81-120% AMI)				
Household Income at Midpoint of Income Range (c)	\$62,950	\$71,925	\$80,925	\$89,900
Max. Affordable Monthly Rent (d)	\$1,540	\$1,750	\$1,961	\$2,173
Amount Above (Below) Market Rate Rent	\$435	\$221	(\$210)	(\$741)

Notes:

(a) Based on a weighted average of rents among rent-controlled properties and among newer properties. Average rents for rent-controlled properties are based on rents for new tenancies in the first quarter of 2014, as reported by the Rent Stabilization Board. Average rents for newer properties are based on information reported by realAnswers, which collects data on properties with 50 units or more, including 9 properties with a total of 1,054 units in Berkeley, all of which were built in 2001 or later.

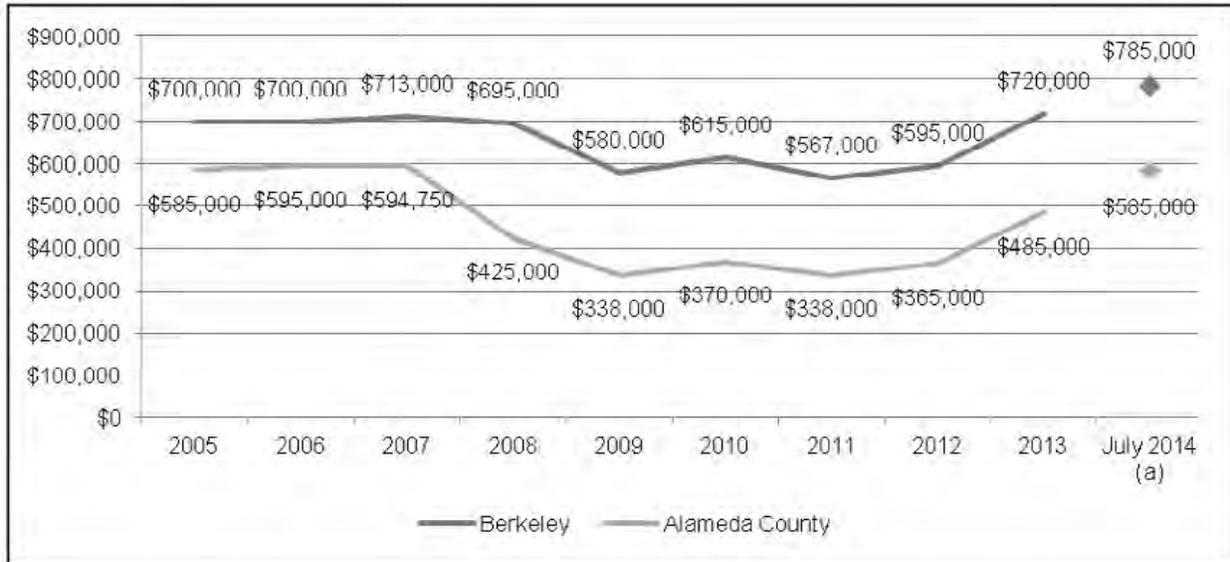
(b) Utility costs based on utility allowance for multifamily dwellings established by the Berkeley Housing Authority in 2014. Utility cost estimates assume that water, sewer, and trash collection costs are included in monthly rental amount.

(c) Household income limits published by the California Department of Housing and Community Development for Alameda County, 2014. Shows mid-point of income range.

(d) Assumes 30 percent of income spent on rent and utilities.

Sources: California Department of Housing and Community Development, 2014; Berkeley Housing Authority, 2014; BAE, 2014.

Affordability of Market-Rate Rental Housing in Berkeley, 2014



Sources: DataQuick, 2014; BAE, 2014.

Note: (a) The July 2014 median sale price is for a single month only and is therefore not directly comparable to the annual medians.

Median Home Sales Price, Berkeley and Alameda County, 2005-2014

Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	892	1,082	1,361	1,901	2,332
High HOME Rent	1,035	1,121	1,347	1,547	1,706
Low HOME Rent	818	876	1,052	1,215	1,356

Table 32 – Monthly Rent

Data Source: HUD FMR and HOME Rents

Number of Bedrooms	2009	2013
Studio	\$975	\$1,100
1 Bedroom	\$1,275	\$1,460
2 Bedroom	\$1,765	\$2,046
3 Bedroom	\$2,450	\$2,895

Table 33 - Average Market Rents for New Tenancies in Units Subject to Rent Stabilization (2009 and 2013)

Is there sufficient housing for households at all income levels?

There is probably not sufficient housing for households at all income levels, evidenced by rising rents and home prices combined with a historically low vacancy rate.

How is affordability of housing likely to change considering changes to home values and/or rents?

Given recent trends in the Bay Area, it is likely that home values and rents will continue to increase. During the recent recession, Berkeley saw a relatively minor dip in home prices and rents when compared to the rest of the country, followed by increasing rents and home prices. Preliminary analysis of current market rents suggests that rental housing in Berkeley is generally affordable (with the cost burden below 30 percent) to moderate-income households earning 80-120 percent of AMI and higher income households, particularly households that can be accommodated in smaller units. For example, a single-person household would need to earn \$45,564 per year, or 76 percent of AMI, to afford a studio apartment based on average market rent. However, as shown in the Affordability of Market-Rate Rental Housing table (Bay Area Economics, 2014 Draft Affordable Housing Nexus Study), in 2014 average market rents exceed maximum affordable rent for all lower-income households (80 percent of AMI and below). As shown in the Median Home Sales graph, with the economic downturn there was a decrease in home-sales prices starting in 2008, but with the recovery, prices have returned to pre-downturn levels.

Analysis of the affordability of for-sale housing in 2010 indicated that single-family homes and condominiums in Berkeley were largely unaffordable for low income households earning less than 80 percent of AMI (Bay Area Economics, 2014 Draft Affordable Housing Nexus Study). Moderate-income households earning up to 120 percent of AMI had substantially greater ability to purchase single-family homes and condominiums in the City.

Recent analysis of the affordability of market rate condominiums (by Bay Area Economics' Affordable Housing Fee Nexus Study for Berkeley) indicates that in 2014 fewer condominiums are affordable to moderate and lower income households than were in 2010. Condominium sales prices in Berkeley are largely unaffordable for households with low or moderate incomes based on affordability scenarios for a three-person household, meaning household income needs to exceed 120 percent of AMI.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

Berkeley's Area Median Rents are higher than the HOME rents and Fair Market Rents. Services providers have difficulty identifying units for Shelter Plus Care certificate holders within Berkeley. In addition, Area Median Rents are currently rising quickly. In July 2013, the Wall Street Journal reported that Oakland metropolitan area (which includes Berkeley) rents rose 6.8 percent during the second quarter of 2013, the second highest rate of increase in the country.

The Average Market Rents table produced by the Berkeley Rent Stabilization Board shows the average market rents for new tenancies in units subject to rent stabilization between 2009 and 2013. Not only are the average market rents in Berkeley higher than HUD's FMR, they're also greater than the High

HOME Rent listed above. Therefore, the City's affordable housing strategy has and continues to emphasize producing and preserving affordable housing.

Discussion

In addition to rising housing costs, Berkeley has experienced rising costs for producing affordable housing. Especially given the limited amount of HOME funding the City now receives, these high development costs require developers to pursue multiple, highly competitive sources of funding which can take years to assemble. Faced with rigid HOME program spending deadlines, during this Consolidated Plan period, the City is likely to examine options for using HOME funds for tenant-based rental assistance, as a strategy to avoid recapture of HOME funds if they cannot feasibly be used in housing development or preservation.

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

As previously mentioned, most of Berkeley’s buildings were constructed between 1875 and 1940 with almost half of all Berkeley’s housing stock consisting of single-family units. Of the multi-family units, 4,239 units (or 15 percent) are in buildings with 20 or more units. The age of the housing stock in Berkeley is much older when compared to other areas. Eighty-three percent of Berkeley’s housing stock was built before 1970, compared to 57 percent in Alameda County and 44 percent in California. Despite the prevalence of older units in Berkeley, the City’s housing stock is in very good condition. This is likely due to the amount of owner-occupied units, single-family units, and high property values.

Over time the City has implemented a variety of programs to upgrade the quality of housing units in the City, including home rehabilitation loan programs and the Rental Housing Safety Program. Based on the experience with these programs, the rapid increase in property values in Berkeley over the last decade coupled with the availability of home equity loans for home rehabilitation, the City believes a very small number of housing units in Berkeley have significant rehabilitation needs.

Definitions

The City of Berkeley uses HUD’s Housing Quality Standards (HQS) to define “standard condition” for units in the rental assistance programs. HQS consists of the following thirteen performance requirements: sanitary facilities; food preparation and refuse disposal; space and security; thermal environmental; structure and materials; interior air quality; water supply; lead-based paint; access; site and neighborhood; sanitary condition; and smoke detectors. For example, the dwelling unit must have suitable space and equipment to store, prepare, and serve food in a sanitary manner in order to satisfy the performance requirement for food preparation and refuse disposal.

This table displays the number of housing units, by tenure, based on the number of “conditions” the units has. Selected conditions are similar to housing problems in the Needs Assessment and are (1) lacks complete plumbing facilities, (2) lacks complete kitchen facilities, (3) more than one person per room, and (4) cost burden greater than 30 percent. The table also calculates the percentage of total units that the category represents.

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	6,479	33%	13,914	55%
With two selected Conditions	94	0%	493	2%
With three selected Conditions	0	0%	46	0%
With four selected Conditions	0	0%	26	0%
No selected Conditions	12,947	66%	10,905	43%

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total	19,520	99%	25,384	100%

Table 34 - Condition of Units

Data Source: 2007-2011 ACS

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	225	1%	1,514	6%
1980-1999	852	4%	1,888	7%
1950-1979	2,873	15%	9,969	39%
Before 1950	15,570	80%	12,013	47%
Total	19,520	100%	25,384	99%

Table 35 – Year Unit Built

Data Source: 2007-2011 CHAS

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	18,443	94%	21,982	87%
Housing Units build before 1980 with children present	219	1%	215	1%

Table 36 – Risk of Lead-Based Paint

Data Source: 2007-2011 ACS (Total Units) 2007-2011 CHAS (Units with Children present)

Vacancy Rates

The original Vacant Units Table has been deleted and replaced with a different table with a narrative from the 2015 Housing Element below.

Because of the high cost of and high demand for housing in Berkeley, vacant and abandoned units have not been a common problem. The City does not track which units are suitable for rehabilitation and which are not. The Planning & Development Department reports anecdotally that virtually any property in Berkeley can be rehabilitated because of the demand and high market prices for housing. Vacancy rates in Berkeley were relatively level at around four percent from 1970-2000 and increased to seven percent in 2010 according to the decennial census. Many California cities report an increased vacancy rate from 2000 to 2010. For example, Oakland’s rate doubled from 4.3 to 9.4 percent and San Francisco’s rate increased from 4.9 to 8.3 percent. There are several possible explanations, such as the timing of the Census count coinciding with new housing units becoming available and with a regional decline in housing demand due to the economic downturn. However, it seems unlikely that this could

explain the magnitude of the change, and it is therefore possible that reporting errors may also be a contributing factor.

A vacancy rate of 3.1 percent is shown for all properties in Berkeley that are included in the realAnswers inventory, a private data vendor, which surveys 1,054 rental units in nine properties (Bay Area Economics, 2014 Draft Affordable Housing Nexus Study). All Berkeley properties in the realAnswers inventory consist of 50 units or more and were constructed between 2001 and 2012. Based on the low vacancy rate in new multifamily developments, which have higher rents than older construction, it is reasonable to conclude the vacancy rate among older units is also lower than that reported by the 2010 Census.

Conventional wisdom is that a “normal” vacancy rate is about two percent for owner-occupied housing, six to seven percent for rental housing, and about five percent overall. Although it is difficult to pinpoint one original source of this conventional wisdom, an internet search of “normal vacancy rate” finds numerous references in real estate reports, housing studies, academic research, and other documents to a “normal” vacancy rate for a housing market in balance as being about five percent overall, two percent for ownership housing, and six or seven percent for rental housing. Many ordinances use a five percent long-term vacancy rate as the measure of a healthy rental market.

	1970	1980	1990	2000	2010
Number of Housing Units	46,160	46,334	45,735	46,875	49,454
Occupied Housing Units or Households	44,494	44,704	43,453	44,955	46,029
Vacant Housing Units	1,666	1,630	2,282	1,920	3,425
Vacancy Rate	3.6%	3.5%	5.0%	4.1%	6.9%

Table 37 - Occupied Housing Units and Vacancy Rates, 1970 to 2010

Need for Owner and Rental Rehabilitation

As shown by the data above, more than half of Berkeley’s housing stock does not have any of the selected quality conditions. Among the housing units that do have any of the reported conditions, high cost compared to the resident’s income (cost burden) is by far the most common problem. At the same time, the vast majority of Berkeley’s housing stock is more than 30 years old. Due to the age of the housing stock, rehabilitation is often needed to bring the housing up to current standards, particularly in regard to accessibility features for people with disabilities. Because many Berkeley residents are housing cost-burdened, there is also a need for affordable rehabilitation opportunities.

The City supports the rehabilitation of ownership and rental units through a variety of efforts. For ownership units, the City administers the Senior and Disabled Rehabilitation Loan Program. This program provides a zero interest deferred loan to low- and moderate-income senior and disabled homeowners to improve their homes. The City also provides funding to several local non-profit agencies for minor rehabilitation of units owned or rented by low-income households. For rental housing in the

Housing Choice Voucher and Shelter Plus Care programs, the units are routinely inspected to ensure they meet HUD's Housing Quality Standard requirements. All rental units in the City participate in the Rental Housing Safety Program. Part of the program is reactive/complaint-based where state-mandated housing code inspections are conducted in response to complaints. Another part of the program is proactive where inspections are performed on randomly selected residential rental properties. The program also has a Safety Certification Checklist which requires owners of rentals to annually inspect their units and certify that specific housing safety standards are being met.

Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

From the Number of Households Table (see Needs Assessment), there are 3,915 small family households at or below 80 percent HAMFI income category and there are 425 large family households in the same income category. Therefore, approximately 9.7 percent of housing units are occupied by low income families. Applying that percentage to the total number of units built before 1980, an estimated 3,921 housing units occupied by low income families may contain LBP hazards.

The table above indicates that one percent of housing units built before 1980 contains children in the household. However, the 2007-11 ACS shows there are approximately 8,845 households with children in the City, or 20 percent of households. Therefore, the figures above appear to be too low and are unlikely incorrect.

Discussion

Generally, Berkeley's housing stock is in very good condition. Needs for rehabilitation are for low income homeowners, rental housing affordable to people with low incomes, and in accessibility improvements.

MA-25 Public and Assisted Housing – 91.210(b)

Introduction

Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available	0	87	61	1,844	195	1,649	0	0	0
# of accessible units									

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 38 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

Describe the supply of public housing developments:

Not applicable.

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

Not applicable. BHA no longer owns the 61 units of former public housing. Via the disposition process, the units were sold to a private developer (Related California) that rehabilitated and will operate the units as permanently affordable housing under the Project-based Vouchers program.

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

Not applicable.

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

Not applicable.

Discussion:

The Berkeley Housing Authority administers a voucher program only.

MA-30 Homeless Facilities and Services – 91.210(c)

Introduction

The City funds a wide range of homeless programs including 118 year round shelter beds and 121 seasonal shelter beds, as well as winter hotel vouchers as funding permits, through 8 emergency shelter programs. After working hours, these beds are filled through evening Centralized Shelter Reservation Hotline. A portion of the beds at the BFHP Men's and Women's shelters and at the BOSS Harrison House shelter are available by referral only through Alameda County Social Services Agency's Community Housing and Shelter Services (CHASS) program, or through Alameda County Behavioral Health Care Services Agency (BHCS), with the remaining beds available to the general homeless population in Berkeley.

Sometimes people move right from street homelessness into transitional housing, but more often they move into transitional housing from emergency shelter. The City funds 98 transitional housing beds in five programs, and five other programs operate without City funding.

The City funds six programs which provide support services in permanent housing. Four are associated with specific sites, while the others serve tenants renting private apartments using rental subsidies.

Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	8	55	114	62	0
Households with Only Adults	110	92	50	390	5
Chronically Homeless Households	0	0	0	55	5
Veterans	0	0	19	0	0
Unaccompanied Youth	0	21	18	10	0

Table 39 - Facilities and Housing Targeted to Homeless Households

Alternate Data Source Name:

City of Berkeley HH&CS Department

Data Source City of Berkeley

Comments:

Provider Name	Address	Facility Name	Population	Family Beds	Individual Beds	Year Round	Seasonal Only
Berkeley Food & Housing Project (BFHP)	1931 Center St	Men's Overnight Assistance	Single Males	—	36	36	—
Berkeley Food & Housing Project (BFHP)	2140 Dwight Way	Dwight Way Shelter for Women & Children	Single Females & Families	5	24	29	—
Building Opportunities for Self-Sufficiency (BOSS)	711 Harrison St	Harrison House	Single Males & Females	—	50	50	—
Dorothy Day House	First Congregational Church – 2345 Channing	Emergency Storm Shelter	Single Males & Females	—	—	—	65
City of Berkeley Winter Voucher Program	Hotel vouchers	Winter Voucher	Singles and Families	—	—	—	30
Youth Engagement Advocacy Housing	Lutheran Church of the Cross 1744 University Ave.	YEAH!	Transition Age Youth (18-25)	—	—	—	25
Totals				5	110	115	120

Current Inventory: Emergency Shelters

Provider Name	Address	Facility Name	Population	Units	Family Beds	Individual Beds	Year Round
Berkeley Food & Housing Project (BFHP)	2140 Dwight Way	Transitional House	Single Females & Families	—	21	16	37
Berkeley Food & Housing Project (BFHP)	1931 Center Street	Men's Overnight Assistance	Veterans	—	—	12	12
Bonita House, Inc.	1410 Bonita Street	Bonita House	Single Males & Females	—	—	15	15
Building Opportunities for Self Sufficiency (BOSS)	2111 McKinley Street	McKinley Family Transitional House	Families	7	24	—	24
Building Opportunities for Self Sufficiency (BOSS)	711 Harrison Street	Harrison House	Families	9	26	—	26
Building Opportunities for Self Sufficiency (BOSS)	701 Harrison Street	Ursula Sherman Village - Sankofa House	Families	4	30	—	30
Fred Finch Youth Center	3404 King Street	Turning Point	Youth Males & Females	—	—	18	18
Resources for Community Development (RCD)	1621 Ashby Avenue	Ashby House	Single Veterans	—	—	10	10
Women's Daytime Drop-In Center	2218 Acton Street	Bridget House	Families	4	12	—	12
Totals				24	99	75	158

Current Inventory: Transitional Housing

Provider Name	Address	Facility Name	Population	Units	Beds/ Rooms
Affordable Housing Associates	2350 Woolsey Street	Peter Babcock House	Single Males & Females	—	5
Berkeley Food and Housing Project (BFHP)	1741 Russell Street	Russell Street Residence	Single Males & Females	—	17
Berkeley Food and Housing Project (BFHP)	1743 Russell Street	Russell Street Annex	Single Males & Females	—	4
Bonita House, Inc.	1843 Channing Way	Channing Way Apts	Single Males & Females	—	4
Bonita House, Inc.	2937 Martin Luther King Jr Way	SIL: Martin Luther King House	Single Males & Females	—	7
Bonita House, Inc.	1910 - 12 Hearst	SIL: Hearst Apartments	Single Males & Females	—	12
City of Berkeley	Tenant-based rental assistance	Public Commons for Everyone (PCEI) Square One	Single Males & Females	11	—
City of Berkeley (one grant in partnership with Alameda County)	Tenant-based rental assistance	Shelter Plus Care Tenant-based Rental Assistance	Singles & Families*	225	—
Northern California Land Trust	2207 Haste Street	Haste House	Singles	—	7
Resources for Community Development (RCD)	2942-2944 Martin Luther King Jr Way	MLK Way House	Single Males & Females	—	10
Resources for Community Development (RCD)	1330 University Avenue	Erna P. Harris Court	Singles	35	—
Resources for Community Development (RCD)	2175 Kittredge Street	Oxford Plaza – Mental Health Services Act units	Single Males & Females	4	—
Resources for Community Development (RCD)	1040 University Avenue	U.A. Homes	Single Males & Females	—	74
Totals				279	140

Notes: Affordable rental housing is listed by the number of units. Developments providing congregate (shared kitchens, baths) housing are listed by the number of beds/rooms.

There are other permanent housing developments in Berkeley that may be affordable to people who are homeless and offer some level of social services to residents which are not listed here. This table lists only developments/programs specifically targeted toward people who are homeless at entry.

* Shelter Plus Care tenant based subsidies are serving 190 single adults and 35 families as of FY2014.

Current Inventory: Permanent Housing for People Who Are Homeless

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons

All homeless agencies rely in part on mainstream services to meet the needs of their clients. Berkeley has its own Mental Health Division that accepts referrals from homeless providers and outreaches to homeless people living on the streets. Berkeley is also home to Lifelong Medical care and provides funding for Lifelong to serve low-income residents, including those who are homeless. In addition, the City funds Lifelong to provide services to formerly homeless people living in permanent housing in Berkeley. The City also funds both benefits advocacy services and employment training and placement services specifically for homeless clients. More information about the mainstream services accessed by homeless services providers is provided in Section SP-60.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

All homeless housing and service programs in Berkeley may be serving people who are chronically homeless. The 2009 homeless count (the last count from which Berkeley-specific data is available) found that chronically homeless people were a third of the City's homeless population (down from two-thirds in 2004), and most agencies have at least some experience serving people who are chronically homeless.

Berkeley has five City-operated programs serving primarily people who are chronically homeless:

- The Shelter Plus Care Collaborative Opportunity to Address Chronic Homelessness (COACH) grant, provides tenant-based rental assistance to a minimum of 33 chronically homeless single adults who are frequent users of emergency services, or have repeated contacts with law enforcement.
- The Shelter Plus Care Housing Opportunity for Older Adults (HOAP) Project also specifically targets chronically homeless single adults. This grant provides a minimum of 14 tenant-based subsidies for chronically homeless adult aged 55 and older who receive services through the City's Aging Services Division.
- The Shelter Plus Care Tenant-Based Rental Assistance provides rental assistance to a minimum of 129 households, either families or single adults, and prioritizes households that meet the HUD criteria for being chronically homeless, but the grant allows some flexibility to serve households who are homeless and disabled who may not meet the strict criteria for being chronically homeless.
- The Shelter Plus Care Alameda County Collaborative grant is a tenant-based rental assistance grant in partnership with Alameda County that serves a minimum of 15 households with a disabling condition related to HIV/AIDS, and prioritizes people who are chronically homeless.

- The Shelter Plus Care Supportive Housing Network is a sponsor-based grant with Resources for Community Development as the project sponsor. The grant primarily serves 15 chronically homeless single adults who reside at one of two sites owned and managed by RCD.
- The Public Commons for Everyone Initiative Square One program, which combines a locally funded housing subsidy with services provided by Berkeley Mental Health, Lifelong Medical Care, and the Homeless Action Center.

The City of Berkeley invests close to \$400,000 each year in services for transition age youth. The City has 21 seasonal beds for homeless TAY (YEAH! Shelter), 18 transitional housing beds (Fred Finch Youth Center) and 10 permanent supportive housing units (Harmon Gardens).

Through the Mental Health Division, the City has contracted with Youth Engagement, Advocacy, Housing (YEAH!) for \$101,978, to provide services, supports, and/or referrals to Transition Age Youth (TAY) with serious mental illness who are homeless or marginally housed and not currently receiving services in its TAY Support Services. This program is part of the City's Mental Health Services Act (MHSA) implementation.

The Berkeley Food and Housing Project has set aside 12 beds for single homeless male veterans and provides case management services during the day and shelter at night. In addition, Ashby House, owned by Resources for Community Development and operated by Operation Dignity provides 7 units of transitional housing for homeless veterans.

MA-35 Special Needs Facilities and Services – 91.210(d)

Introduction

As previously discussed in the Needs Assessment, the special needs population consists of persons who are not homeless but requires supportive housing and services for various reasons. This population includes (but is not limited to) persons with mental, physical, and/or developmental disabilities; the elderly and frail elderly; persons with alcohol or other drug addiction; persons with HIV/AIDS and their families; victims of domestic violence, dating violence, sexual assault, and stalking; and transitional age youth.

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

The City of Berkeley's Aging Services Division, part of the Health, Housing & Community Services (HH&CS) Department, operates two senior centers and offers a variety of computer classes, seminars, and social events for adults 55 years of age and older. The Aging Services Division offers lunch at the two senior centers, delivers meals to homebound seniors through their Meals on Wheels Program, and provides consultation/referral services via the Social Services Unit. The City also funds the following programs:

- Alzheimer's Services of the East Bay, Dementia Specific Services
- Japanese American Services of the East Bay, Senior Services
- Eden Council for Home and Opportunity: Senior Home Equity Conversion

The City of Berkeley's Mental Health Division (also part of HH&CS) provides mental health prevention and intervention services with a focus on high-risk adult, youth, and families. Working closely with other City departments and community partners, the City's Mental Health Services Division provides programs for people in crisis, people with serious mental illnesses and disabilities, people in need of mental health or related social services, and children, teens, and families experiencing emotional difficulties. The division is also one of a number of agencies providing services for participants in Berkeley's Shelter Plus Care Program. Their assistance allows seriously mentally ill adults who are homeless, frequently chronically homeless, to become permanently housed with ongoing support.

In addition to the work of the Mental Health Division, the City has funded the following programs for people with disabilities using a combination of federal and local funds. These programs serve primarily non-homeless people but do not prohibit participation by people who are homeless.

- Bay Area Outreach and Recreation Program: Fitness Access for People with Physical Disabilities

- Bay Area Outreach and Recreation Program: Transportation and Outreach to People with Disabilities
- Berkeley Place
- Center for Independent Living: Residential Access Project for Disabled
- Center for Independent Living: Blind Services
- Center for Independent Living: Employment
- Emergency Services for Severely Disabled Transportation Program
- Through the Looking Glass

The City funds the following programs for people with alcohol and drug addiction:

- Bonita House: Supported Living
- Bonita House: Creative Living Center
- Lifelong Medical Care: Acupuncture Detox Clinic
- Options Recovery Services: Case Manager/Housing Benefits Coordinator
- Options Recovery Services: Day Treatment Program
- Options Recovery Services: Dual Diagnosis Clinic

The City funds the following programs for victims of domestic violence:

- Family Violence Law Center: Family Violence and Homelessness Prevention
- Family Violence Law Center: Domestic Violence Advocacy Project

The City of Berkeley's Public Health Division has provided HIV/AIDS services and funds other services provided by community based organizations. The services include clinic-based HIV counseling and testing services, AIDS Drug Assistance Program, and AIDS/HIV case surveillance.

The following programs serve transitional age youth:

- Fred Finch Youth Center: Turning Point
- Youth Emergency Assistance Hostel (YEAH!): Winter Shelter Program
- YEAH!: Transition Age Youth Program
- United for Health: Youth Suitcase Clinic

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

The City of Berkeley provides funding to LifeLong Medical Care's Interim Care Program (ICP). The mission of the ICP is to provide shelter, food, and ancillary services to homeless adults who are discharged from the inpatient unit at Alta Bates Summit Medical and do not have a safe place for recovery. The goal of the program is to abate medical treatment costs for the homeless by reducing

unnecessary inpatient hospital days, re-admissions, and emergency department visits and by increasing access to primary care and supportive services to improve health and housing outcomes.

The Alameda County-wide Continuum of Care (CoC) provides several programs to ensure persons returning from mental and physical health institutions receive appropriate supportive housing. The CoC's efforts are outlined in its FY2013 application to HUD for funding and are summarized below:

Health Care: Persons are not routinely discharged from health care facilities into homelessness, and the CoC worked aggressively with a variety of health care institutions to reduce discharges into literal homelessness. In recent years, the County has established two medical respite programs for individuals being discharged from local hospitals. Several care transition initiatives with two of the area's major hospitals have resulted in improved discharge planning efforts. A federally qualified health center in the region provides supportive housing-based services and operates a housing first program targeted to frequent users of local hospital emergency departments. Individuals admitted to health care institutions as homeless are discharged to a variety of locations depending on several relevant factors. Locations include skilled nursing facilities, licensed residential care facilities, room and boards, medical respite programs, emergency hotels, family/friends, and others.

Mental Health: The CoC works with Housing Services Office of Behavioral Health Care Services (BHCS) to improve discharge planning from mental health facilities. To that end, the Housing Services Office, with coordination by the CoC created a homelessness prevention/rapid re-housing fund, modeled after and delivered in partnership with the Homeless Prevention and Rapid Re-Housing Program. The fund has been used to help hospitalized persons continue to pay rent so units are not lost, or to obtain units upon exit from the facility. The CoC worked with permanent supportive housing providers to develop protocols allowing tenants hospitalized for more than 30 days to retain their units. The CoC and the Housing Services Office trained staff on how to assess patients' housing needs and assist in resolving them as part of discharge planning, utilizing the Office's centralized housing resource database and webpage. BHCS also contracts for dedicated emergency hotel beds for use while ACT teams work on locating permanent housing. BHCS also pays subsidies for licensed residential care facilities to which people routinely exit.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

The City of Berkeley will continue to fund public services, housing rehabilitation, public facility renovations and other housing services with CDBG and HOME funds in PY2015. See the Strategic Plan and Annual Action Plan for more detail.

MA-40 Barriers to Affordable Housing – 91.210(e)

Negative Effects of Public Policies on Affordable Housing and Residential Investment

The City is currently updating its Housing Element and the December 2014 Draft contains an updated evaluation of potential constraints to housing production. The following narrative is adapted from the draft.

To identify potential constraints to housing production, City staff analyzed the specific constraint categories as described in state law and discussed the City's regulations with local developers. Planning and zoning regulations establish rules for how land may be used, thereby limiting the amount of development in a city. Although local ordinances and policies are typically adopted to protect the health, safety, and welfare of residents, they may have the consequence of creating constraints to the development of housing. This consequence may be intentional (as is the case with growth control ordinances) or unintentional (such as with certain zoning requirements).

As described in detail below, most constraints have been addressed by existing City programs. The development record and densities of approved projects are the best evidence that there are not significant constraints to housing production. However, housing policies have been designed to minimize potential constraints including: identification and consideration of options to revise the zoning regulations in lower and medium-density areas for infill developments, consideration of revisions to the accessory dwelling unit regulations, and continued improvement to the development review process.

Density and Development Standards

Density is a key factor in identifying potential constraints to development of housing. The more cities limit density, the fewer units are constructed and, in general, the more expensive they are on a per-unit basis. Most lots in Berkeley are developed and most zoning districts allow residential uses. Thus, housing is allowed in most of the City, except portions of West Berkeley that are developed with and planned for manufacturing uses.

For most zoning districts, residential development standards, such as lot size, setbacks, lot coverage, etc. are similar to standards in other nearby cities. There are not many vacant lots and construction of new single-family dwellings has been limited. According to the Berkeley Planning Department's records, 10 new single-family dwellings were approved or constructed on vacant lots between 2009 and 2013. Single-family development tends to provide above-moderate income housing, so to the extent that this is a constraint, it is not on the development of affordable units.

Berkeley has numerous medium and high density residential zoning districts. This type of infill development (adding units to developed lots) occurs throughout the City. The City approved seven new infill dwelling units in the time from of 2013-2014.

As previously indicated, residential growth has concentrated on commercial corridors, with recent development densities ranging from 69 to 202 dwelling units per acre. The densities of larger mixed-use projects approved in the period between 2010-2014 averaged 125 units per acre, demonstrating that Berkeley's zoning regulations and permit process have not constrained development of high density housing along the City's commercial corridors.

While the flexibility of Berkeley's zoning ordinance and the lack of specific density standards may be seen as providing less certainty than more traditional zoning, it is clear from the record of development that specific density standards are not needed to produce housing of sufficient density to be financially feasible and attractive to developers. However, while the zoning ordinance includes five multi-family zoning districts and the City has seen numerous medium density multi-family development projects, Housing Policy H-34 encourages the review the regulation of medium density infill development and to identify and change possible constraints.

Parking

The City's residential parking requirements are generally low and are not a constraint to development. The zoning regulations for mixed-use projects also provide flexibility to the parking standards. For example, the City allows deep parking reductions for projects located Downtown and along major transit corridors. Many mixed-use projects have been built with less than one parking space per dwelling unit. Some have been approved with no parking for the residential component and several Downtown projects that were allowed a parking reduction have discovered that there is less tenant demand than expected.

In addition, Berkeley was one of the first cities in the country to allow double and triple stacks lifts to satisfy the City's residential parking requirements. This can eliminate the need for expensive below-grade parking and/or leave more leasable ground floor area by minimizing the space needed for parking.

Second Residential Units

Provision of small, accessory dwelling units in low density areas can be a good way to add housing units outside of the commercial corridors and higher density residential districts, while also meeting personal or financial needs of property owners. For example, a second unit on a single-family property can provide an opportunity for an older owner to remain at home, either with a caretaker in the second unit or by renting the house to a family and the owner moving into the smaller unit.

In July 2003, the City adopted a second unit ordinance allowing ministerial approval of Accessory Dwelling Units (ADU) subject to certain development standards. New units meeting the certain standards are allowed in all residential zoning districts as of right. An ADU that does not meet certain the requirements may be permitted with approval of an AUP, a discretionary permit decided by the Zoning Officer.

On April 30, 2013 the City Council referred to the Planning Commission a set of 10 recommendations intended to reduce barriers to the development of residential ADUs. Planning Department staff analyzed the referral and presented options for zoning amendments to the Planning Commission at two meetings in 2014. The Planning Commission recommended a package of zoning changes to the City Council on June 4, 2014. The City Council considered the changes on September 16, 2014 and continued the item to a workshop on February 26, 2015 to discuss the changes in more detail.

Demolition Controls

The City regulates demolition of dwelling units to protect the affordable housing supply and existing tenants. In general, the Zoning Adjustments Board (ZAB) may approve a use permit to demolish dwelling units only if the units are replaced by new construction or if the structure is hazardous, unusable or infeasible to repair. However, if elimination of a rent-controlled unit is proposed, the requirements are more stringent.

There is an exception to allow elimination of a controlled rental unit if all of the following apply: (1) the dwelling unit is in a building that is seriously deteriorated beyond the conditions which might reasonably be expected due to normal use in the written determination of the Building Official and will be rehabilitated to meet City housing code requirements; (2) the replacement unit will be provided to a very-low or lower-income household; (3) the elimination of the dwelling unit will not cause displacement of any tenant against that tenant's will; and (4) a signed statement supporting the application has been filed by of all of the tenants whose units will be physically modified and from all tenants who may be required to move temporarily.

The issue is further complicated by interpretation of other ordinances, including the Rent Stabilization and Eviction for Good Cause Ordinance, the Relocation Ordinance, and the Ellis Act. Due to the restrictive nature of these exceptions and their interaction with other City ordinances, the controls on demolition of rent-controlled units can be a constraint to development. A housing policy proposes that they city consider revisions to the demolition controls that would provide better coordination designed to protect tenants and continue to meet affordable housing needs. A subcommittee of the City Council is currently working on revisions.

Berkeley's demolition regulations are not a constraint to housing development, as demolition of units is permissible upon replacement of at least the same number of dwelling units as the demolished structure. Additionally, demolition of a controlled rental unit is permissible only if the replacement dwelling unit is available for occupancy to Households for Lower Income or Very Low Income Households.

Affordable Housing Incentive Programs

Inclusionary housing was originally adopted as City policy as part of the Neighborhood Preservation Ordinance in 1973 and it was codified in the zoning ordinance in 1987. In 2009, the *Palmer/Sixth Street*

Properties vs. City of Los Angeles court ruling found that inclusionary housing requirements on rental developments violate the Costa-Hawkins Rental Act of 1995, thereby invalidating the City's inclusionary requirements for rental housing. In order to continue to provide income-restricted units in Berkeley, Council adopted an affordable housing mitigation fee (AHMF) on new market-rate rental units (Ordinance 7,192-N.S.) on June 28, 2011. The fee was established by an impact fee nexus study, which quantified the need for affordable housing created by the development of new market rate rental housing.

On October 16, 2012, the City Council adopted Resolution 65,920-N.S. setting the fee at \$28,000 and establishing criteria for applying the fee. On February 19, 2013, City Council adopted Resolution 66,015-N.S. which reduced the fee for projects meeting certain benchmarks within the first two years of the program. On October 7, 2014, Council adopted Resolution No. 66,809-N.S. amending Resolution No. 66,015-N.S. to extend the affordable housing mitigation fee discount of \$8,000 for six months to April 16, 2015, requiring projects receiving the discount to obtain needed approval of the Zoning Adjustments Board by April 16, 2017, and directing staff to work with the Planning Commission and the Housing Advisory Commission to complete the new nexus study for possible revisions to the fee.

In response to current market conditions and the 2013 the *Sterling Park, L.P. v. City of Palo Alto* ruling, the City is currently updating the nexus study to include potential affordable housing mitigation fees for ownership housing.

The AHMF is deposited in the City's Housing Trust Fund. The AHMF applies to new rental housing projects of 5 or more dwelling units (certain types of projects are exempt). An applicant for a development project that is subject to the Fee may elect to avoid the Fee by providing, for the life of the project, a number of units equal to 10 percent of the market rate units in the project at rental rates affordable to Very Low- Income Households.

Between 2009 and July 31, 2014, the City issued building permits for nine projects that included dedicated BMR units. These nine projects represent a total of 533 units, including 37 Low Income (51 – 80 percent AMI) and 48 Very Low Income (\leq 50 percent AMI) units. Five of these projects included a density bonus. During this time frame, the City entitled (i.e. use permit) nine additional projects (building permit issuance is pending), that represent a total of 828 units, 87 of which are dedicated as Very Low Income. Five of these projects include density bonus units.

As demonstrated by development activity in Berkeley, the zoning standards, including density, parking and affordable housing requirements, have not constrained approval of housing projects or development of affordable units. The residential zoning standards are appropriate for residential areas and flexibility is provided for high density projects on commercial corridors. The affordable housing mitigation fee (AHMF), or provision of on-site units available to Very Low Income Households, has not deterred new residential development as can be seen with the number of applications the City has received and the continued interest in new multi-family construction. The fee per unit is roughly equivalent to the cost of providing the income restricted units on site, and unlike the fee formula under

the Inclusionary Ordinance, the fee is a known variable that housing developers can calculate in a project's pro forma. The 2010 nexus study prepared by Bay Area Economics found the AHMF would bring the fees charged per unit in Berkeley within comparable range of other East Bay cities such as Oakland and Hayward. The requirement for payment of the AHMF or provision of Very Low Income units on site is, therefore, not considered a constraint on housing development in Berkeley.

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

This section covers the economic development needs of the City and provides data regarding the local economic condition.

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	202	33	1	0	-1
Arts, Entertainment, Accommodations	4,017	7,260	15	18	3
Construction	784	1,246	3	3	0
Education and Health Care Services	5,405	9,646	20	24	4
Finance, Insurance, and Real Estate	2,129	1,814	8	4	-4
Information	1,285	1,475	5	4	-1
Manufacturing	1,377	3,574	5	9	4
Other Services	2,451	4,099	9	10	1
Professional, Scientific, Management Services	5,061	4,984	19	12	-7
Public Administration	0	0	0	0	0
Retail Trade	2,516	5,168	9	13	4
Transportation and Warehousing	501	159	2	0	-2
Wholesale Trade	852	1,391	3	3	0
Total	26,580	40,849	--	--	--

Table 40 - Business Activity

Data Source: 2007-2011 ACS (Workers), 2011 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	57,319
Civilian Employed Population 16 years and over	53,222
Unemployment Rate	7.15
Unemployment Rate for Ages 16-24	11.34
Unemployment Rate for Ages 25-65	4.83

Table 41 - Labor Force

Data Source: 2007-2011 ACS

Employer	Number of Employees	Rank	Percentage of Total City Employment
University of California Berkeley	14,808	1	22.6%
Lawrence Berkeley National Laboratory	3,443	2	5.3%
Alta Bates Medical center	2,393	3	3.6%
City of Berkeley	1,772	4	2.7%
Bayer Corporation	1,574	5	2.4%
Berkeley Unified School district	1,208	6	1.8%
Kaiser Permanente Medical group	585	7	0.9%
Pacific Steel Casting Company	532	8	0.8%
Berkeley Bowl	504	9	0.8%
Andronico's Market	403	10	0.6%
Total	65,575		41.51%

Source: EDD, State of California Employment Development Department, Retrieved 10/2014

*Includes full and part time workers

Top 10 Berkeley Employers, 4th Quarter, 2013

Occupations by Sector	Number of People
Management, business and financial	22,499
Farming, fisheries and forestry occupations	1,826
Service	3,428
Sales and office	9,307
Construction, extraction, maintenance and repair	2,140

Occupations by Sector	Number of People
Production, transportation and material moving	975

Table 42 – Occupations by Sector

Data Source: 2007-2011 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	28,485	61%
30-59 Minutes	13,854	30%
60 or More Minutes	4,273	9%
Total	46,612	100%

Table 43 - Travel Time

Data Source: 2007-2011 ACS

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	1,029	249	1,221
High school graduate (includes equivalency)	2,437	415	1,369
Some college or Associate's degree	6,080	759	2,906
Bachelor's degree or higher	31,610	1,277	6,528

Table 44 - Educational Attainment by Employment Status

Data Source: 2007-2011 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	30	329	143	619	560
9th to 12th grade, no diploma	591	243	581	584	596
High school graduate, GED, or alternative	3,828	922	1,154	2,145	1,453
Some college, no degree	16,930	2,002	1,513	3,785	1,816
Associate's degree	756	465	630	1,361	518
Bachelor's degree	4,645	7,648	4,076	6,721	2,923
Graduate or professional degree	140	5,492	4,921	10,567	5,307

Table 45 - Educational Attainment by Age

Data Source: 2007-2011 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	22,509
High school graduate (includes equivalency)	27,393
Some college or Associate's degree	32,029
Bachelor's degree	43,946
Graduate or professional degree	61,856

Table 46 – Median Earnings in the Past 12 Months

Data Source: 2007-2011 ACS

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

According to the data above, the top employment sector in the City of Berkeley is education and health care services with 23 percent share of the jobs. The arts, entertainment, and accommodations sector follow with 17 percent share.

Describe the workforce and infrastructure needs of the business community:

The workforce and infrastructure needs of the business community are broad. As in most Bay Area cities, Berkeley's businesses require an educated and skilled workforce, a robust transportation system, public safety and health, and a business-friendly policy climate.

According to the City's Office of Economic Development, some of Berkeley's emerging growth sectors include biotech/life sciences, information technology, health care, food production, food services, and small-scale manufacturing. Specific needs include:

- Workers with Science, Technology, Engineering and Mathematics (STEM) education.
- Transportation infrastructure, particularly linking to Berkeley's west side.
- More connections/access to training, job and career opportunities for people from low income or limited English-speaking households.

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.

Some specific developments that will likely have a notable economic impact in Berkeley include:

- Increased investment and real estate activity from University of California, Berkeley. UC Berkeley has planned a number of development projects, primarily in and around Downtown Berkeley. The City of Berkeley must plan to support the ancillary companies and economic activities that may result from this investment.
- Recent and pending land use planning activities (the Downtown Plan, the pending Adeline Corridor Specific Plan) spur new mixed-use development in key corridors. The City must attract and support neighborhood serving businesses to fill spaces.
- New funded transportation infrastructure investment in the Downtown BART Plaza and some of the surrounding streets that will improve the attractiveness of the area and encourage transit use.
- The pending construction of a new highway interchange at Route 80 and Gilman Street could spur economic growth on the west side.

Taken together, these projects will make Berkeley a more attractive location for business, catalyze more development activity, and ultimately generate new business activity and employment opportunity in the growing economic sectors mentioned above.

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

The City of Berkeley features a population that is exceptionally well-educated. Sixty-nine percent of Berkeley's population (age 25 and up) has a bachelor's degree or more education, compared to just 31 percent for California overall (2009-2013 ACS). That said, there are certainly unmet needs among the City's unemployed, underemployed and low income populations. There is still a strong need to provide relevant job skills training and employment opportunities for these populations.

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.

The City has contracted with the following workforce development programs to provide training, education and job placement for low income, under-employed, and unemployed residents:

- Rubicon Programs, which provides 1) Landscape Work Maturity Training (providing hands-on job training for Rubicon clients) for maintenance of five City facilities operated the City of Berkeley's Public Health Division, and 2) Workforce Services and Shelter Plus Care administration. Rubicon also receives funds from the federal Supportive Housing Program for its Rubicon Berkeley Services' operation of its Homeless One-Stop Center.

- Inter-City Services provides employment, training, and education and continues to serve veterans as funded under the Governor’s 15% Discretionary pool of Workforce Investment Act (WIA) funds.
- Biotech Partners operates the Biotech Academy at Berkeley High School, targeting youth from under-represented populations in the fields of science and technology (African American, Latino, South East Asian, female and low income youth) and who may be at risk of not graduating from high school.
- The Bread Project provides training in culinary arts and bakery production, and includes the formerly incarcerated as their target population. They operate a social enterprise (wholesale bakery) that creates opportunities for trainees to obtain crucial on-the-job experience.
- Rising Sun Energy Center’s Green Energy Training Services (GETS) provides classroom and hands-on training in Building Performance which serves as a pathway for careers in green and clean technologies. Rising Sun also operates the California Youth Energy Services (CYES) program funded by the CA Public Utilities Commission, providing summer jobs conducting residential energy audits.
- Berkeley Youth Alternatives (BYA) receives WIA funding through Alameda County Workforce Investment Board (ACWIB) to provide workforce development services to in-school and out-of-school youth. The area of workforce development is a focus area for increased coordination, including establishing methods to maximize and leverage resources. BYA, utilizing city funds, provides training to disadvantaged youth in all aspects of park and landscape maintenance.
- Continuing the City’s First Source local hiring policy and working closely with local workforce development programs to coordinate outreach to low income, at-risk residents to ensure access to employment opportunities on publicly funded projects. The local hiring policy was used as a springboard to develop the Community Workforce Agreement (CWA) between the City of Berkeley and the Building trades (created in 2011) which applies to publicly funded construction projects estimated at \$1million or above.
- The YouthWorks employment program continued its partnerships with City and nonprofit agencies. YouthWorks targets low income, at-risk youth from South & West Berkeley, and provides all youth with training regarding important workplace skills. City of Berkeley departments and organizations serve as worksites providing valuable work experience to Berkeley youth.
- With support from the City’s Recreation Division of Parks, Recreation & Waterfront Department, continue CalCorps’ West Berkeley after-school youth program, as well as the Community Builders program, an after-school targeting at-risk South Berkeley youth, focusing on addressing issues of violence, self-esteem and community service.
- A Green Career Pathways program has been developed and Regional Workforce Development training programs have been successful in leveraging resources to provide training in green and clean technologies to local residents, with expansion of the program underway.

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

No

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 City participates in a number of regional economic development initiatives and strategies:

- East Bay Economic Development Alliance is a next-generation, cross-sector membership organization dedicated to growing the economy from the inside out. Working with the world-class companies, leading research institutions, passionate community organizations, small business leaders, and forward thinking local government agencies that constitute the membership, East Bay EDA represents the collective identity of the East Bay and the special power of a fully functional regional partnership. The organization conducts research, advocacy, and marketing to attract business investment to the region.
- East Bay Green Corridor Partnership is a collaboration of municipalities and research institutions to build and leverage the region's existing strength as a center for emerging green technology, innovation and entrepreneurship.
- Berkeley-Emeryville Bio is a collaboration of Berkeley and Emeryville to support and grow the cities' biotechnology and medical research business cluster.
- Design It – Build It – Ship It (DBS) is a 4-year, \$14.9 million U.S. Department of Labor-funded initiative in the East Bay under the Obama Administration's Trade Adjustment Assistance Community college Career Training program (TAACCCT). The goal of DBS is to build an integrated, regional, industry-driven workforce development system in the East Bay. The City of Berkeley supports the grant's key efforts with participation in industry and sector focus groups. The grant is led by the Contra Costa Community College District and boasts participation from a number of regional consortia including the East Bay Advanced Manufacturing Partnership, and the East Bay Transportation and Logistics Partnership.
- The Career Pathways Consortium, a program of Peralta College, is designed to help students stay in school and move toward college and employment in high-demand fields. The program emphasizes a strong connection to industry where jobs will be available. City of Berkeley is participating in this effort as an industry partner in advisory role, along with Berkeley City College and the Berkeley Unified School District.

MA-50 Needs and Market Analysis Discussion

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

The City of Berkeley does not currently allocate funds on a geographic basis and does not have a HUD approved Neighborhood Revitalization Strategy Area. Funds are allocated to organizations that provide services to low income households and the homeless population.

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

HUD regulations indicate that the City should not allocate funds to an area of minority concentration unless certain conditions are met. Minority concentration is defined as when "the percentage of households in a particular racial or ethnic minority group is at least 20 percentage points higher than the percentage of that minority group for the housing market area, i.e. the Metropolitan Statistical Area (MSA) in which the proposed housing is to be located."

The City of Berkeley is divided into the following neighborhoods: Central, Greater Downtown, North East, South, South East, and West (see "Berkeley Neighborhoods" map). Each neighborhood consists of several census tracts which is more reflective of the City's areas for market purposes. When the neighborhoods are compared to the City as a whole, none meets the "concentrated" standard for Asian, African American, or Latino residents. Based on the 2010 Census data, the areas closest to concentrated are African Americans in South Berkeley and Latinos in West Berkeley but they do not meet the definition of "concentration."

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

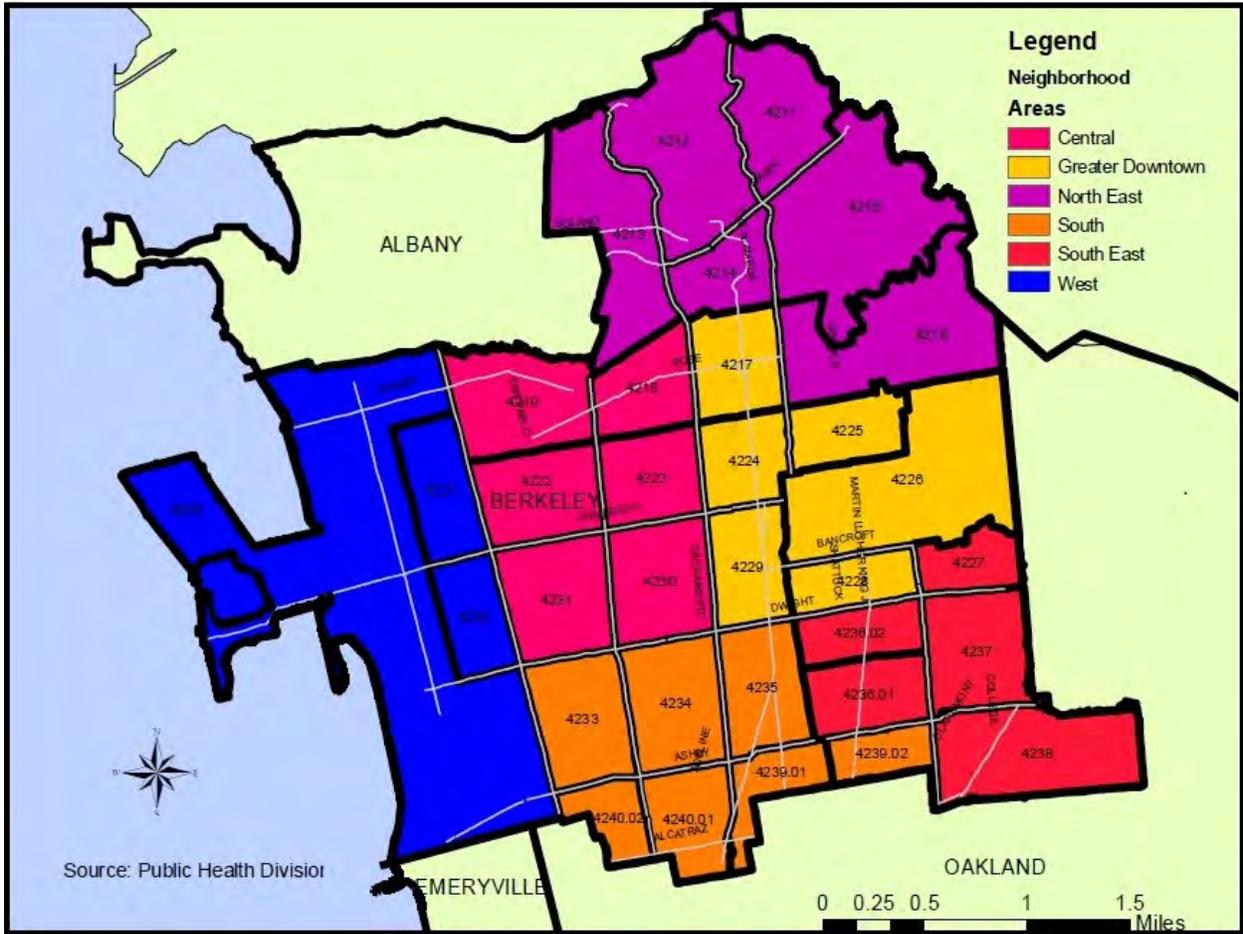
Not applicable.

Are there any community assets in these areas/neighborhoods?

Not applicable.

Are there other strategic opportunities in any of these areas?

Not applicable.



Berkeley Neighborhoods

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The purpose of the Strategic Plan is to identify the priority needs of the City and describe strategies that the City will undertake to serve the priority needs. The Strategic Plan includes the following sections:

- Geographic Priorities
- Priority Needs
- Influence of Market Conditions
- Anticipated Resources
- Institutional Delivery Structure
- Goals
- Public Housing Accessibility and Involvement
- Barriers to Affordable Housing
- Homelessness Strategy
- Lead-based Paint Hazards
- Anti-Poverty Strategy
- Monitoring

SP-10 Geographic Priorities – 91.215 (a)(1)

Geographic Area

Table 47 - Geographic Priority Areas

1	Area Name:	BERKELEY
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Housing
	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	City-wide
	Include specific housing and commercial characteristics of this target area.	
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	
	Identify the needs in this target area.	
	What are the opportunities for improvement in this target area?	
	Are there barriers to improvement in this target area?	

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

The City of Berkeley is divided into the following neighborhoods: Central, Greater Downtown, North East, South, South East, and West (see "Berkeley Neighborhoods" map in section MA-50). However, the City does not allocate federal funds based on geography. It funds a variety of services targeting low income and homeless people that are located in all parts of the jurisdiction.

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

Table 48 – Priority Needs Summary

1	Priority Need Name	Affordable Housing
	Priority Level	High
	Population	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 Persons with HIV/AIDS and their Families Victims of Domestic Violence
	Geographic Areas Affected	BERKELEY
	Associated Goals	Affordable Housing Supply and Quality
	Description	Approximately 90 percent of the HOME funds and 66 percent of CDBG funding will be utilized for the affordable housing development and rehabilitation. This includes affordable multi-family housing funded through the City's Housing Trust Fund and single family rehabilitation programs funded with CDBG.

	Basis for Relative Priority	As mentioned in the Needs Assessment Section, 52.6 percent of Berkeley households are considered "low income" per HUD definitions. In addition, 45.3 percent of all households in the City are paying too much for their housing costs. There is a strong need for more affordable housing options in the City. It is expected that federal funding will be allocated to these activities during the period covered by the consolidated plan.
2	Priority Need Name	Homelessness
	Priority Level	High
	Population	Extremely Low Low 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
	Geographic Areas Affected	BERKELEY
	Associated Goals	Homeless Prevention and Rapid Re-Housing
	Description	Approximately 90 percent of the ESG funds will be used for Rapid Re-Housing and Homeless Prevention activities. The remainder will be used to fund the Homeless Management Information System and for the administration of the program.
	Basis for Relative Priority	ESG funds are expected to be allocated to these activities during the period of the consolidated plan.
	3	Priority Need Name
Priority Level		High

Population	Extremely Low Low Large Families Families with Children Elderly Chronic Homelessness Individuals Mentally Ill Chronic Substance Abuse veterans 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
Geographic Areas Affected	BERKELEY
Associated Goals	Improve Public Facilities and Public Services
Description	CDBG funds will be used for public facility improvements and public services. Approximately 28 percent of CDBG funding available each year will be used for 1) renovations to facilities operated by non-profits for homeless and other low-income populations and 2) public services such as workforce development services for youth and low-income populations and homeless services.
Basis for Relative Priority	Federal funds are expected to be allocated to these resources during the period of the consolidated plan.

Narrative (Optional)

The Consolidated Plan Section NA-05 through NA-50 provides detail on the priority needs in Berkeley.

SP-30 Influence of Market Conditions – 91.215 (b)

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	The City currently does not use HOME funds for TBRA but the City may consider it as an increasing number of Berkeley residents face a housing cost burden. As previously discussed, 33 percent of homeowners are paying 30 percent or more of their household income towards housing costs. For renters, the figure jumps to 53 percent.
TBRA for Non-Homeless Special Needs	Although there is a need for the non-homeless special needs population, the City does not currently use HOME funds for TBRA.
New Unit Production	The characteristics of Berkeley’s market that would substantiate the need for funding new affordable unit production includes the cost of land, cost of construction, and economic conditions including income/employment levels. HOME funds can be used in the development of new unit production for projects offering affordable housing at various levels.
Rehabilitation	The City contains an old housing stock with more than 90 percent of all housing constructed before 1980. As the housing stock continues to age, the need for rehabilitation will increase. Other factors influencing the use of funds include economic conditions since it would affect whether property owners have the funds for repair.
Acquisition, including preservation	As economic conditions change and housing cost burdens increase, HOME and CDBG funds continue to be a good source of gap financing for acquisition and preservation projects.

Table 49 – Influence of Market Conditions

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

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	2,450,347	60,000	250,000	2,760,347	9,801,388	See below
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	562,305	20,000	1,051,211	1,633,516	3,380,431	See below
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	222,546	0	0	222,546	890,184	See below

Table 50 - 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

Most of the housing and community services programs described in the Consolidated Plan will continue to be delivered by nonprofit community based organizations. The City contracts with a wide range of housing and service providers using CDBG, HOME, ESG, Community Services Block Grant (CSBG), General Fund, and other sources of funding. These organizations leverage significant financial and in-kind support from individual community members, foundations, and private organizations that help meet the needs identified in this plan.

In addition to leveraging at the individual agency level, the City has historically matched the investment of CDBG, HOME, and ESG dollars with the investment of General Funds. Typically, over two-thirds of the funding for community agency programs comes from General Funds. The City meets the HOME 25% match requirement and has accumulated over \$4 million in excess match by investing local funds in HOME eligible affordable housing projects. The City meets the dollar for dollar match requirements for the ESG program by allocating General Funds to various homeless services providers. These programs received a total of over \$365,000 in City General Funds each year.

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

The City has long-term leases of City-owned property with non-profit organizations that address the needs identified. Programs operating in leased City-owned properties include:

- Berkeley Food and Housing Project's Men's Overnight Homeless Shelter;
- BOSS' Harrison House Shelter for Homeless men, women and families;
- BOSS' MASC – a homeless daytime Drop-In Center;
- BOSS' Sankofa House – transitional housing for homeless families; and
- Women's Daytime Drop-In Center's Bridget House – transitional housing for homeless families.

On January 20, 2015, City Council will consider adopting the second reading of an Ordinance approving a Disposition and Development Loan Agreement (DDLA) for 3135 Harper Street, a City-owned property, for development as affordable housing by Satellite Affordable Housing Associates (SAHA). The City Council has already approved a Housing Trust Fund reservation of \$1.8 million for the project. Under the terms of the DDLA, SAHA would acquire the site, valued at \$1.46 million, for \$500.

The City is also exploring the use of the City-owned Berkeley Way parking lot to address the needs identified in the plan, specifically for use as permanent supportive housing. On September 9, 2014, after a Request for Qualifications process, the City Council approved the selection of a development team consisting of Bridge Housing, the Berkeley Food and Housing Project, and Leddy Maytum Stacy Architects (LMSA) as the preferred development team for the site. The City will enter into an agreement with the development team, during which the development team will work to identify a feasible proposal for the site, taking into account the identified priorities of emergency shelter, administrative offices, community space, open space and supportive services.

SP-40 Institutional Delivery Structure – 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
RESOURCES FOR COMMUNITY DEVELOPMENT	Developer	Rental	Region
Berkeley Housing Authority	PHA	Public Housing	Jurisdiction
Berkeley Food & Housing Project	Non-profit organizations	Homelessness	Region
Biotech Partners	Non-profit organizations	Non-homeless special needs public services	Jurisdiction
LIFELONG MEDICAL CARE - OVER 60 HEALTH CENTER	Non-profit organizations	Non-homeless special needs public facilities	Region
CITY OF BERKELEY	Government	Economic Development Non-homeless special needs	Jurisdiction

Table 51 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

Due to past and ongoing efforts, the City of Berkeley has strong working relationships with other jurisdictions and public agencies in the delivery system. Examples of coordination and collaboration include:

- Membership in the Everyone Home Leadership board by City of Berkeley staff, Berkeley community agencies, and public agencies across the county.
- Countywide coordinated planning and implementation of the Homelessness Prevention and Rapid Re-housing (HPRP) funding from the American Recovery and Reinvestment Act (ARRA).
- Monthly coordination meeting between Housing and Community Services Department and Planning Department staff.
- Joint development of outcomes to use in homeless program contracts by the Cities of Berkeley and Oakland, and several Alameda County agencies, starting in fall 2009.
- Collaboration countywide to develop a grant application to the Substance Abuse and Mental Health Services Administration (SAMHSA) for homeless services in 2008 (ultimately unsuccessful).

Although there are needs for additional services and housing, no specific gaps in the delivery system have been identified. Most of the housing and community services programs described in the Consolidated Plan are delivered by nonprofit community based organizations. The City contracts with a wide range of housing and service providers using CDBG, HOME, ESG, CSBG, General Fund, and other sources of funding. These organizations leverage significant financial and in-kind support from individual community members, foundations, and private organizations that help meet the needs identified in this plan.

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
Homelessness Prevention Services			
Counseling/Advocacy	X	X	
Legal Assistance	X		
Mortgage Assistance	X		
Rental Assistance	X	X	
Utilities Assistance	X		
Street Outreach Services			
Law Enforcement	X	X	
Mobile Clinics	X	X	
Other Street Outreach Services	X	X	
Supportive Services			
Alcohol & Drug Abuse	X	X	
Child Care	X		
Education	X		
Employment and Employment Training	X	X	
Healthcare	X		
HIV/AIDS	X	X	X
Life Skills	X	X	
Mental Health Counseling	X	X	
Transportation	X	X	
Other			

Table 52 - 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)

Alameda County's Continuum of Care (CoC) is comprised of three Consolidated Plan jurisdictions: the Cities of Berkeley and Oakland, and the Alameda County HOME Consortium. The CoC held community-wide meetings and several focus groups to determine how best to prioritize the use of Emergency Shelter Grant (ESG) funds. All three jurisdictions' Consolidated Plans include the goals of the EveryOne Home Plan (the CoC Strategic Plan). The goals are:

- Prevent homelessness and other housing crises;
- Increase permanent housing opportunities for homeless and high risk households;
- Provide wrap-around services to ensure housing stability and quality of life—no wrong door to help;
- Measure success and report outcomes; and
- Develop long-term leadership and political will, which includes inter jurisdictional cooperation and participation in the CoC.

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

Berkeley has its own “mini continuum” of programs and services for homeless people, with entry points all along the continuum including drop-in centers, shelters, transitional, and permanent supportive housing, as well as a range of services to support people both before and after they are housed. While these existing programs all individually focus on serving homeless people and they partner and work collaboratively, they are not organized into a system in which all the parts work together to achieve a common objective of helping homeless people become housed.

The City invests approximately \$3 million annually in homeless services through community agency contracts. Funding for drop-in centers and emergency shelters accounts for 54 percent of City investment while 19 percent goes to supportive services not connected to permanent housing. Approximately 10 percent of City funding is for rapid re-housing and 9 percent is for services linked to permanent housing. City dollars are overwhelmingly invested in emergency services that focus on addressing basic needs, but are not necessarily targeted to getting people housed and ending their homelessness.

Despite ongoing efforts to target services to chronically homeless people, services in Berkeley are not serving this population at a level commensurate with their prevalence in the overall Berkeley homeless population. Furthermore, almost one-third of the clients served by homeless agencies are not literally homeless at time of entry. Most of the homeless programs funded by the City of Berkeley use the county-wide Homeless Management Information System (HMIS) to track client demographics. Data for 2013 reveals that chronically homeless clients are being underserved: chronically homeless clients represent 46 percent of the homeless population but they account for only 30 percent of the people served.

Though countywide efforts to focus on producing positive housing outcomes have resulted in improvements, HMIS data shows that 38 percent of households served by Berkeley agencies exited to a permanent housing destination. More than half (52 percent) remained homeless or exited to other temporary housing situations, while another 7 percent exited to unknown situations. This rate of exit out of homelessness is not high enough to significantly reduce the number of homeless people.

Importantly, data suggests that many people exit the homeless service system in the exact same situation they entered. About 21 percent of people exit to family and friends, either in permanent or temporary situations. This is roughly equivalent to the numbers who enter the system from staying with family and friends. This data suggests that a strategy to assist people who are living with family and friends to remain in their current housing rather than having to enter shelter or even an unsheltered situation in order to receive assistance would be effective. If nearly 20 percent of clients can be “diverted” from becoming literally homeless by assisting them in preserving their informal housing, resources for literally homeless people would be freed up.

Finally, though Berkeley offers a rich fabric of homeless services, they are not well coordinated resulting in a frustrating experience for clients and a poor use of limited resources. Currently there are multiple front doors, including four main drop-in centers, to the homeless system where clients can receive help with securing housing, emergency shelters, and transitional housing. All offer case management and some clients receive case management simultaneously at more than one program. A cursory review of applications for the City of Berkeley’s Rapid Re-Housing Program shows that a little over one-half of the clients were served at multiple agencies in Berkeley at the same time.

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

The following general recommendations were made to City Council in September 2014 for the creation of a Centralized Access System for homeless services in Berkeley:

1. Centralize access into housing resources;
2. Establish and implement intake, assessment and referral policies to effectively target system resources to people with the highest needs, including those who are chronically homeless;
3. Establish a system to divert those who are not literally homeless from the homeless system;
4. Develop and centralize housing expertise; and
5. Implement and Monitor a System for Real Time Data Entry.

The system envisions a single point of entry called the Housing Crisis Resolution Center, where clients are triaged based on housing situation. There are two primary goals of the Housing Crisis Resolution Center. The first is to “divert” people who are not actually homeless from entering shelter and other traditional homeless services by assisting them to resolve issues that are causing them to need to leave their current housing situation and to provide limited financial assistance to keep their housing. The second goal is to assess clients who are actually homeless and offer services matched to their need,

prioritizing services for those with the highest need. The Housing Crisis Resolution Center acts as the access point into emergency shelter and transitional housing, and provides housing search assistance and other housing supports. Referrals are also made through this front door to other existing services in the community.

A Request for Proposals was issued in December 2014 to encourage proposals that support this systems change and City staff envisions the creation of a Housing Crisis Resolution Center in 2015.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing Supply and Quality	2015	2019	Affordable Housing	BERKELEY	Affordable Housing	CDBG: \$5,936,985 HOME: \$2,811,525	Rental units constructed: 80 Household Housing Unit Rental units rehabilitated: 100 Household Housing Unit Homeowner Housing Rehabilitated: 980 Household Housing Unit
2	Improve Public Facilities and Public Services	2015	2019	Non-Housing Community Development	BERKELEY	Non-Housing Community Development	CDBG: \$4,083,825	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 39250 Persons Assisted Public service activities other than Low/Moderate Income Housing Benefit: 1730 Persons Assisted
3	Homeless Prevention and Rapid Re-Housing	2015	2019	Homeless	BERKELEY	Homelessness	ESG: \$1,112,730	Tenant-based rental assistance / Rapid Rehousing: 405 Households Assisted

Table 53 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Housing Supply and Quality
	Goal Description	CDBG and HOME funds will be used for affordable housing acquisition and rehabilitation, and single family rehabilitation programs.
2	Goal Name	Improve Public Facilities and Public Services
	Goal Description	CDBG funds will be used to rehabilitate approximately 4-5 public facilities per year. CDBG funds will also be used for homeless services and workforce development services.
3	Goal Name	Homeless Prevention and Rapid Re-Housing
	Goal Description	ESG funds will be used to provide homeless households with financial and other assistance to move them as quickly as possible into permanent housing.

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 number of new affordable housing units created during the Consolidated Plan period will depend on the amount of HOME and CDBG funds available to the City, the availability of other sources of affordable housing development funding, and the cost of rehabilitating and constructing affordable housing in Berkeley. Generally, the City has experienced declining allocations of federal funding combined with rising costs of housing development and operation. Assuming an average of \$500,000 in HOME funds per year, a 5 year Consolidated Plan period, and the maximum allowable HOME subsidy per unit of \$185,136 per two bedroom unit, the City will provide funding for at least 4 extremely low income units and 10 low income units in the Consolidated Plan period. This does not include the hundreds of previously created HOME and CDBG units which the City continues to monitor for compliance.

SP-50 Public Housing Accessibility and Involvement – 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

Not applicable.

Activities to Increase Resident Involvements

Not applicable.

Is the public housing agency designated as troubled under 24 CFR part 902?

No

Plan to remove the ‘troubled’ designation

Not applicable.

SP-55 Barriers to affordable housing – 91.215(h)

Barriers to Affordable Housing

The City is currently updating its Housing Element and the December 2014 Draft contains an updated evaluation of potential constraints to housing production. The following narrative is adapted from the draft.

To identify potential constraints to housing production, City staff analyzed the specific constraint categories as described in state law and discussed the City's regulations with local developers. Planning and zoning regulations establish rules for how land may be used, thereby limiting the amount of development in a city. Although local ordinances and policies are typically adopted to protect the health, safety, and welfare of residents, they may have the consequence of creating constraints to the development of housing. This consequence may be intentional (as is the case with growth control ordinances) or unintentional (such as with certain zoning requirements).

As described in detail below, most constraints have been addressed by existing City programs. The development record and densities of approved projects are the best evidence that there are not significant constraints to housing production. However, housing policies have been designed to minimize potential constraints including: identification and consideration of options to revise the zoning regulations in lower and medium-density areas for infill developments, consideration of revisions to the accessory dwelling unit regulations, and continued improvement to the development review process.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

As stated in MA-40, the following are considered potential constraints in Berkeley: accessory dwelling unit (ADU) requirements, infill development regulations and permit review process. While the City's accessory dwelling unit requirements meet state law, they may be a constraint to development of additional units; therefore, the Housing Element includes a housing program to evaluate the regulations and consider changes to development standards for ADUs, a process that is currently underway. Additionally, while the zoning ordinance includes five multi-family zoning districts and the City has seen a number multi-family development projects, Housing Policy H-34 encourages the review of infill development regulations in residential districts to identify and change possible constraints.

The permit process in Berkeley may be considered a constraint to housing production, although based on the amount of affordable and market-rate development that has been approved and the density of those projects, it does not appear to have deterred new development and the City met most of the previous California Regional Housing Needs Assessment (RHNA) targets. However, Policy H-34 calls for the City to continue to improve and streamline the development review process and to evaluate regulations to identify and reduce unnecessary impediments to housing development and affordable housing projects.

SP-60 Homelessness Strategy – 91.215(d)

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

The newly redesigned system will target people who are literally homeless in Berkeley. Staff at the Housing Crisis Resolution Center (HCRC) will utilize an intake and assessment tool that will match individuals with the services and housing they need, which may include a bed reservation at a shelter or transitional housing program. The intake and assessment tool will prioritize people with the greatest needs.

Addressing the emergency and transitional housing needs of homeless persons

In 2013, the City Council allocated funding to design and facilitate a planning process to develop a Coordinated Access System (CAS) in Berkeley that would provide a clear and streamlined way for literally homeless people to access the services and housing assistance they need. In 2014, the City hired consultants to facilitate the planning process and to develop a set of strategies to implement a CAS.

From June through August 2014, the Consultants facilitated one consumer focus group and four half-day stakeholder meetings. Consumers were referred from shelters and Drop-In Centers. Opinions expressed included frustration that the wait for a shelter bed is too long and access is too complicated, that homeless services staff need better information and training about housing resources, and that it is frustrating to have to provide the same intake information over and over at different homeless agencies. Fourteen agencies providing homeless services, a subcommittee of the Homeless Commission, a representative of the Ambassadors Program, the Executive Director of EveryOne Home and HH&CS staff attended the stakeholder meetings.

In addition to stakeholder input, the Consultants gathered and analyzed information about people who are homeless in Berkeley and the inventory of services and program available to meet their needs. This included data from the HMIS system, Alameda County Housing Inventory (HIC), Alameda County homeless point in time count, and the City of Berkeley's database of contracts with homeless providers.

Based on their analysis of the existing system strengths and weaknesses, input from consumers and stakeholders over a four month period, and review of best practices from other communities, the consultants suggested the following general recommendations for creation of a CAS in Berkeley:

1. Centralize access into housing resources;
2. Establish and implement intake, assessment and referral policies to effectively target system resources to people with the highest needs, including those who are chronically homeless;
3. Establish a system to divert those who are not literally homeless from the homeless system;
4. Develop and centralize housing expertise; and
5. Implement and Monitor a System for Real Time Data Entry.

Based on the recommendations, the City released its biennial Request for Proposals (RFP) in December 2014. The RFP was redesigned to fund programs and activities that incorporate the recommendations to better serve people who are literally homeless in Berkeley. The proposed system will include a single point of entry called the Housing Crisis Resolution Center (HCRC), where clients are triaged based on housing needs. The HCRC will be augmented by outreach workers to conduct street based intakes and assessments of literally homeless people who are unable to access the HCRC. There are two primary goals of the Housing Crisis Resolution Center. The first is to “divert” people who are not literally homeless from entering shelter and other traditional homeless services by assisting them to resolve issues that are causing them to need to leave their current housing situation and to provide limited financial assistance to keep their housing. The second goal is to assess clients who are literally homeless and offer services matched to their need, prioritizing services for those with the highest need. The HCRC will act as the access point into emergency shelter, transitional housing, rapid rehousing financial assistance, and will provide housing search assistance and other housing supports. The HCRC will also make referrals through this front door to other existing services in the community, such as medical services, alcohol and other drug treatment programs, and SSI advocacy.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

In the newly redesigned coordinated homeless system, the intake and assessment process will be re-tooled to ensure that people are moved as quickly as possible to the appropriate level of assistance. HCRC staff will conduct a brief initial intake and triage with those who phone in or walk in to the center. To ensure that the homeless system is effectively targeting people who are homeless and have the greatest needs, only those who are literally homeless (on the streets or living in shelter or transitional housing) will be served with housing resources through the HCRC. People who are at risk of homelessness will proceed to a diversion interview.

Once a client has had the initial triage and is determined to be at risk of homelessness, HCRC staff will conduct a brief interview to determine if diversion is possible. Staff will use mediation and problem solving, active listening, and knowledge of housing/landlord connections to help the client explore and reality test options. Staff will also have access to small amounts of flexible funding for purpose of helping people to not enter the homeless system. Staff will assist client in accessing community and mainstream resources.

For those not initially diverted or re-housed immediately, the HCRC will conduct an assessment to match to a “best fit” housing intervention: rapid re-housing, transitional housing, or permanent supportive housing. The goal of this process is to ensure people are matched as quickly as possible to the least

amount of assistance needed to end their homelessness (typically rapid re-housing) and reserve the most costly interventions (permanent supportive and transitional housing) for those with the highest needs and greatest barriers.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

Low income households in Berkeley at risk of homelessness and being discharged from institutions will benefit from the groundwork laid by the Alameda County-wide Homeless Continuum of Care (CoC). The CoC's discharge planning efforts are outlined in its FY2013 application to HUD for funding and are summarized below.

Foster Care: Primarily through its member providers who serve transition age youth (TAY), the CoC has worked with the County Department of Children and Family Services (DCSF) to maximize the opportunities afforded by the California Fostering Connections to Success Act (AB 12). The law funds multiple housing options to ensure that non minor dependents and youth exiting foster care "maintain stable housing." Due to AB 12, DCSF has seen nearly 80 percent of its youth age 18 or older opt to stay in foster care, dramatically reducing discharges to only 45 TAY in 2013. Those that initially opt to exit can re-enter foster care, which includes housing, up until their 21st birthday. DCSF reports that less than 2 percent of youth report no housing option during exit planning and another 7 percent are AWOL. Twenty percent move in with a parent or care giver, 21 percent utilize transition-in-place housing subsidies, 32 percent move in with other roommates, 12 percent become renters, and 6 percent move into dorms.

Health Care: Persons are not routinely discharged from health care facilities into homelessness, and the CoC worked aggressively with a variety of health care institutions to reduce discharges into literal homelessness. In recent years, the County has established two medical respite programs for individuals being discharged from local hospitals. Several care transition initiatives with two of the area's major hospitals have resulted in improved discharge planning efforts. A federally qualified health center in the region provides supportive housing-based services and operates a housing first program targeted to frequent users of local hospital emergency departments. Individuals admitted to health care institutions as homeless are discharged to a variety of locations depending on a variety of factors. Locations include skilled nursing facilities, licensed residential care facilities, room and boards, medical respite programs, emergency hotels, family/friends, and others.

Mental Health: The CoC works with Housing Services Office of Behavioral Health Care Services (BHCS) to improve discharge planning from mental health facilities. The Housing Services Office, with coordination by the CoC, created a homelessness prevention/rapid re-housing fund. The fund has been used to help hospitalized persons continue to pay rent so units are not lost, or to obtain units upon exit from the

facility. The CoC worked with permanent supportive housing providers to develop protocols allowing tenants hospitalized for more than 30 days to retain their units. The CoC and the Housing Services Office trained staff on how to assess patients' housing needs and assist in resolving them as part of discharge planning, utilizing the Office's centralized housing resource database and webpage. BHCS also contracts for dedicated emergency hotel beds for use while ACT teams work on locating permanent housing. BHCS also pays subsidies for licensed residential care facilities to which people routinely exit.

Corrections: In 2012, the CoC and the Alameda County Probation and Housing and Community Development Departments launched the Realignment Housing Program, rapid re-housing funded by Probation to ensure that formerly incarcerated people returning to, or remaining in, Alameda County due to realignment at the State level are not released into homelessness. When ex-offenders initially report, housing status is assessed and a referral is made if needed. In the first year, 28 percent reported having a housing crisis. To ensure that inmates at Santa Rita Jail are not discharged into homelessness, Inmate Services conducts a pre-release housing needs assessment and connects the person to housing services. They also work to reconcile prisoners with friends and family to whom many return. Inmates can also elect to utilize the following programs which are not funded by HUD McKinney-Vento: multiple residential drug treatment programs funded by BHCS; the MOMS program, which provides transitional housing and wrap around services; or up to 90 days of post-release housing assistance specifically for those with HIV or dementia.

SP-65 Lead based paint Hazards – 91.215(i)

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

While lead-based paint was banned in 1978 by the U.S. Consumer Product Safety Commission (CPSC), it is still a significant problem in cities where the housing stock is relatively old and built before the ban. In Berkeley, over 90 percent of the housing stock was built before 1979.

In 1991, the Alameda Board of Supervisors passed a resolution officially establishing the Alameda County Lead Poisoning Prevention Program (ACLPPP) aimed at preventing childhood lead poisoning and other health-related environmental problems. The resolution allowed cities in the County to participate in and support the Program by assessing an annual \$10 fee on all residential dwellings constructed before 1978. The Cities of Berkeley, Oakland, and Alameda were the first to participate in the program and the City of Emeryville joined in 1992. The program is governed by the Joint Powers Authority (JPA) which is composed of elected officials from each participating city and a community representative.

The City of Berkeley Public Health Division and the Alameda County Lead Poisoning Prevention Program work together to increase awareness and knowledge about lead poisoning prevention in Berkeley. This includes providing lead-safe painting classes, in-home consultations, garden soil lead testing kits, presentations, educational materials, and other services. The local chapter of Rebuilding Together, a non-profit agency that assists low income homeowners with maintenance of their homes, will continue working with the City of Berkeley and Alameda County Lead Poisoning Prevention Programs to increase awareness of lead issues among their clients and volunteers and to incorporate lead safe work practices into their activities.

The City of Berkeley Childhood Lead Poisoning Prevention Program collaborates with the Berkeley Health, Housing & Community Services Department's State lead-certified Risk Assessor/Inspector, Project Designer, and Project Monitor. The Alameda County Healthy Homes Department also has a HUD Lead Hazard Control grant to remediate lead hazards in approximately 6 qualifying Berkeley housing units that are vacant, or occupied by a low income household with either a child under 6, a pregnant woman, or a child under 6 years who regularly visits during the 2014-15 year. Berkeley's program also provides case management services to families with children who have elevated blood lead levels. Services range from Public Health Nursing case management for children with blood lead levels above 15 $\mu\text{g}/\text{dL}$ to health education for children with levels between 5-14 $\mu\text{g}/\text{dL}$.

How are the actions listed above related to the extent of lead poisoning and hazards?

The City's old housing stock increases the risk of lead-based paint hazard. Approximately 87 percent of renter-occupied units are built before 1980. For owner-occupied units, the figure is 94 percent. There has been years of education and assistance to the public but the City does not know the extent of lead poisoning and hazards. The City will continue to take action as necessary to reduce lead-based paint hazards as required by HUD regulations.

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

In 1991, the Lead Abatement District (LAD) was created by the Cities of Berkeley, Oakland, and Emeryville to provide outreach, education, and casework for children with high blood lead levels. They provide funding to the Alameda County Lead Poisoning Prevention Program. All participants of the City's Housing Choice Voucher Program and prospective tenants of a pre-1978 residential building are required to receive a copy of the EPA booklet entitled "Protect Your Family From Lead In Your Home." Landlords must also provide a disclosure form for the tenants to sign that informs them either of any known lead-based paint the property or that no testing has been done. The Alameda County Lead Poisoning Prevention Program also provides information to property owners, realtors, and contractors. The actions above will also assist the City in meeting its policy of encouraging housing types that are environmentally and chemically safe (Policy H-26).

SP-70 Anti-Poverty Strategy – 91.215(j)

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

The City funds a wide variety of social service programs designed to assist households with poverty level incomes. These programs include childcare and a range of services for special needs populations, which are outlined in other sections of this Consolidated Plan. This section will highlight the City's strategies to increase livable wage employment opportunities by supporting related community services and working with public and private regional partners. Strategies include:

- Funding and refinement of anti-poverty programs provided by community-based organizations and by the City. Community agency contracts are outlined in the Annual Action Plan.
- Collaborate actively with CalWORKS (TANF) and Workforce Investment Act programs.
- Continue implementation of the City of Berkeley's Living Wage Ordinance.
- Foster regional coordination on economic development to benefit low income Berkeley residents.
- Linking homelessness and homelessness prevention programs, such as the HPRP-funded Housing Resource Center, to employment training and placement opportunities.

The City has contracted with the a number of workforce development programs to provide training, education and job placement for low income, under-employed, and unemployed residents:

- Rubicon Programs, which provides 1) Landscape Work Maturity Training for maintenance of five City facilities operated the City of Berkeley's Public Health Division, and 2) Workforce Services and Shelter Plus Care administration.
- Inter-City Services provides employment, training, and education and continues to serve veterans as funded under the Governor's 15 percent Discretionary pool of Workforce Investment Act (WIA) funds.
- Biotech Partners operates the Biotech Academy at Berkeley High School, targeting youth from under-represented populations in the fields of science and technology (African American, Latino, South East Asian, female and low income youth) and who may be at risk of not graduating from high school.
- The Bread Project provides training in culinary arts and bakery production, and includes the formerly incarcerated as their target population. They operate a social enterprise (wholesale bakery) that creates opportunities for trainees to obtain crucial on-the-job experience.
- Rising Sun Energy Center's Green Energy Training Services (GETS) provides classroom and hands-on training in Building Performance which serves as a pathway for careers in green and clean technologies. Rising Sun also operates the California Youth Energy Services (CYES) program funded by the CA Public Utilities Commission, providing summer jobs conducting residential energy audits.
- Berkeley Youth Alternatives (BYA) receives WIA funding through Alameda County Workforce Investment Board (ACWIB) to provide workforce development services to in-school and out-of-

school youth. The area of workforce development is a focus area for increased coordination, including establishing methods to maximize and leverage resources. BYA, utilizing city funds, provides training to disadvantaged youth in all aspects of park and landscape maintenance.

The City's anti-poverty strategy continues to be closely tied to the funding of over 50 community agencies to provide services as described above to enable people in poverty to attain self-sufficiency, support at-risk youth to succeed in school and graduate, and protect the health and safety of low income people. The City also funds anti-poverty programs from other federal entitlement sources for job training and creation/job placement agencies.

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

The City will undertake the following additional actions to reduce poverty which are coordinated with this Consolidated Plan:

- Continuing the City's First Source local hiring policy and working closely with local workforce development programs to coordinate outreach to low income, at-risk residents to ensure access to employment opportunities on publicly funded projects. The local hiring policy was used as a springboard to develop the Community Workforce Agreement (CWA) between the City of Berkeley and the Building trades (created in 2011) which applies to publicly funded construction projects estimated at \$1million or above.
- The YouthWorks employment program continued its partnerships with the YMCA Teen Center, Public Health Division, Berkeley Public Library, Community Mural projects, Public Works Department. YouthWorks targets low income, at-risk youth from South & West Berkeley, and provides all youth with training regarding important workplace skills. City of Berkeley departments and organizations serve as worksites providing valuable work experience to Berkeley youth. YouthWorks provides positive and meaningful youth-focused activities, which address youth unemployment, crime and poverty, teach fundamental life and workplace skills and help them to explore, prepare for, transition, and ultimately succeed in the adult world of work. YouthWorks partners with a local credit union to provide financial literacy workshops for all youth participating in the program.
- With support from the City's Recreation Division of Parks, Recreation & Waterfront Department, continue CalCorps' West Berkeley after-school youth program, as well as the Community Builders program, an after-school targeting at-risk South Berkeley youth, focusing on addressing issues of violence, self-esteem and community service.
- As part of the East Bay Green Corridor partnership, continue to build upon and strengthen partnerships and programs that will both effectively address the critical workforce development needs of green industries, and to provide a means for Berkeley residents to gain access to good paying jobs in green sectors. A Green Career Pathways program has been developed and Regional Workforce Development training programs have been successful in leveraging

resources to provide training in green and clean technologies to local residents, with expansion of the programs underway.

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

Monitoring Completed Developments: The Housing Services Division of the Health, Housing and Community Services Department (HH&CS) is responsible for monitoring affordable housing developments funded with Housing Trust Fund (HTF) money to ensure ongoing compliance with federal regulations under the HOME and CDBG programs and other local requirements. The HTF Program pools funds from various sources to achieve the City's General Plan and Consolidated Plan goals of developing and preserving long-term affordable housing. To achieve this purpose, the City provides loan and grants to qualified developers to undertake activities which create, preserve and expand the City's affordable housing stock. The federal and local requirements are incorporated in the development loan agreements and regulatory agreements associated with each project. Currently, there are a total of 70 properties of which 44 have HOME-assisted units. The monitoring procedures are documented in the *City of Berkeley Monitoring Procedures for the HTF Program*.

Monitoring During Construction: Consistent with federal requirements and good lending practices, the City is very involved in monitoring funded developments during construction. Individual projects may require a varying degree of City staff involvement depending upon the project size, complexity of the construction activity, type of sponsor, and subrecipient's development expertise/process.

Community Agency Services Contract Monitoring: HH&CS staff both prepare and monitor more than 60 community agency contracts for services annually. The City requires outcome reporting for all community agency contracts, and has drawn on outcome reporting information in the RFP process since November 2003.

Community Facilities Improvements Monitoring: The CDBG Coordinator reviews the contract between the non-profit and the general contractor to ensure that all local and federal requirements are passed on. The CDBG Coordinator is responsible for submitting the Semi-Annual Labor Enforcement Report (HUD 4710) and the Annual Contractor and Subcontractor Activity Report (HUD 2516). These reports include both information from the community facility improvement projects and information from any other construction activity undertaken by the HH&CS.

Senior and Disabled Home Rehabilitation Loans Monitoring: The City's contracts include insurance and permitting requirements, payment instructions, the construction drawings and the scope of work detailing the work to be executed. The payment schedules and change orders document the procedure employed to implement payments, changes to the scope of work and time schedules. All pre 1978 properties must employ lead-safe work practice and are tested when the work is completed to ensure there has not been contamination during the construction process.

The Program Analyst processes the progress payments for work completed. The progress payments are based on 95 percent of the cost associated in the line item breakdown for the work completed. The progress payment includes the pay request, payment tabulation, lien waivers and approved permit signatures. All payments require the owner(s), Contractor, and Assistant Architect to approve the payment. The final 5 percent retainage payment is held for 35 days after the Notice of Completion has been recorded and any documentation that may be required to close out the contract. The property owner is sent a program evaluation form after all portions of the project are completed to assess the program. The feedback obtained from the evaluation form provides information to staff to refine the program to improve services offered to our property owners.

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	2,450,347	60,000	250,000	2,760,347	9,801,388	See below
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	562,305	20,000	1,051,211	1,633,516	3,380,431	See below

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	222,546	0	0	222,546	890,184	See below

Table 54 - 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

Most of the housing and community services programs described in the Consolidated Plan will continue to be delivered by nonprofit community based organizations. The City contracts with a wide range of housing and service providers using CDBG, HOME, ESG, Community Services Block Grant (CSBG), General Fund, and other sources of funding. These organizations leverage significant financial and in-kind support from individual community members, foundations, and private organizations that help meet the needs identified in this plan.

In addition to leveraging at the individual agency level, the City has historically matched the investment of CDBG, HOME, and ESG dollars with the investment of General Funds. Typically, over two-thirds of the funding for community agency programs comes from General Funds. The City meets the HOME 25 percent match requirement and has accumulated over \$4 million in excess match by investing local funds in HOME eligible affordable housing projects. The City meets the dollar for dollar match requirements for the ESG program by allocating General Funds to various homeless services providers. These programs received a total of over \$365,000 in City General Funds each year.

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

The City has long-term leases of City-owned property with non-profit organizations that address the needs identified. Programs operating in leased City-owned properties include:

- Berkeley Food and Housing Project's Men's Overnight Homeless Shelter;
- BOSS' Harrison House Shelter for Homeless men, women and families;
- BOSS' MASC – a homeless daytime Drop-In Center;
- BOSS' Sankofa House – transitional housing for homeless families; and
- Women's Daytime Drop-In Center's Bridget House – transitional housing for homeless families.

On January 20, 2015, City Council will consider adopting the second reading of an Ordinance approving a Disposition and Development Loan Agreement (DDLA) for 3135 Harper Street, a City-owned property, for development as affordable housing by Satellite Affordable Housing Associates (SAHA). The City Council has already approved a Housing Trust Fund reservation of \$1.8 million for the project. Under the terms of the DDLA, SAHA would acquire the site, valued at \$1.46 million, for \$500.

The City is also exploring the use of the City-owned Berkeley Way parking lot to address the needs identified in the plan, specifically for use as permanent supportive housing. On September 9, 2014, after a Request for Qualifications process, the City Council approved the selection of a development team consisting of Bridge Housing, the Berkeley Food and Housing Project, and Leddy Maytum Stacy Architects (LMSA) as the preferred development team for the site. The City will enter into an agreement with the development team, during which the development team will work to identify a feasible proposal for the site, taking into account the identified priorities of emergency shelter, administrative offices, community space, open space and supportive services.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing Supply and Quality	2015	2019	Affordable Housing	BERKELEY	Affordable Housing	CDBG: \$5,936,985 HOME: \$2,811,525	Rental units constructed: 210 Household Housing Unit Rental units rehabilitated: 1695 Household Housing Unit Homeowner Housing Rehabilitated: 115 Household Housing Unit Other: 455 Other
2	Improve Public Facilities and Public Services	2015	2019	Non-Housing Community Development	BERKELEY	Non-Housing Community Development	CDBG: \$4,083,825	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 39250 Persons Assisted Public service activities other than Low/Moderate Income Housing Benefit: 1730 Persons Assisted
3	Homeless Prevention and Rapid Re-Housing	2015	2019	Homeless	BERKELEY	Homelessness	ESG: \$1,112,730	Tenant-based rental assistance / Rapid Rehousing: 380 Households Assisted

Table 55 – Goals Summary

Goal Descriptions

See section AP-55 for this information.

Projects

AP-35 Projects – 91.220(d)

Introduction

With its CDBG, HOME, and ESG funds, the City of Berkeley will fund eligible projects in the following categories: housing development, rehabilitation and services projects, public services, public/community facility improvement projects, emergency shelter grant programs, program planning and administration, and the Housing Trust Fund.

Projects

#	Project Name
1	Housing Services
2	Single Family Rehabilitation Programs
3	Housing Trust Fund
4	Public Services
5	Community Facility Rehabilitation
6	ESG15 - City of Berkeley

Table 56 – Project Information

AP-38 Project Summary

Project Summary Information

1	Project Name	Housing Services
	Target Area	BERKELEY
	Goals Supported	Affordable Housing Supply and Quality
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$58,325
	Description	City staff provide services to support single family rehabilitation, housing trust fund projects, and other federally funded housing related activities.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	This project services 231 active housing rehabilitation loans.
	Location Description	City-wide.
	Planned Activities	Services provided under this project will include accounting, processing loan payments and loan payoff demands, deeds of reconveyance, lien releases and loan subordination requests, collections, personal financial analysis, and structuring of temporary repayment agreements.
2	Project Name	Single Family Rehabilitation Programs
	Target Area	BERKELEY
	Goals Supported	Affordable Housing Supply and Quality
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$620,870
	Description	Activities related to single family rehabilitation efforts will be funded under this project. This includes the Center for Independent Living, Community Energy Services Corporation, Rebuilding Together, and the City's Senior and Disabled Rehabilitation Program.
	Target Date	6/30/2016

	Estimate the number and type of families that will benefit from the proposed activities	Center for Independent Living will serve 26 disabled households, Community Energy Service Corporation will serve 120 low-income households, Rebuilding Together will serve 18 low-income senior households, and the City's Senior & Disabled Rehabilitation Loan program will serve 5 senior or disabled households.
	Location Description	City-wide.
	Planned Activities	CIL's program removes barriers to housing for low-income, disabled residents by installing ramps, lifts and making other interior and exterior modifications to ensure accessibility of their homes. Community Energy Services Corporation (CESC) performs repairs to improve safety, habitability, and energy efficiency of homes occupied by low-income owners and renters. Rebuilding Together's Safe Home Project provides home repairs, access modifications, and safety upgrades 18 low-income households focusing on essential needs of warmth, safety, and access. City staff work with senior and/or disabled homeowners, providing loans of up to \$80,000 for the Senior & Disabled Home Rehab. Loan Program.
3	Project Name	Housing Trust Fund
	Target Area	BERKELEY
	Goals Supported	Affordable Housing Supply and Quality
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$508,202 HOME: \$562,305
	Description	Activities that provide funding for City staff in support of projects funded with City of Berkeley Housing Trust Fund dollars.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 235 households at various locations (Strawberry Creek Lodge, William Byron Rumford Plaza, and Harper Crossing) will benefit from these activities. 192 of these households are seniors.
	Location Description	City-wide.
	Planned Activities	City staff actively facilitate development, rehabilitation and/or preservation of affordable housing through working with developers, other city staff, lenders and other public agencies for the acquisition and rehabilitation of multi-family housing.
4	Project Name	Public Services

	Target Area	BERKELEY
	Goals Supported	Improve Public Facilities and Public Services
	Needs Addressed	Homelessness Non-Housing Community Development
	Funding	CDBG: \$430,476
	Description	Services including homeless programs and workforce development are funded under this project.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	CDBG funds will support six public services projects to an estimated 106 homeless single men, 75 low-income youth, 60 low-income households facing housing discrimination, 40 chronically homeless households, 15 jobless low-income singles, and 50 homeless female head of households.
	Location Description	City-wide.
	Planned Activities	The Berkeley Food and Housing Project provides emergency shelter, food linens, toiletries, access to counseling and case management to adult homeless men in downtown Berkeley. Biotech Partners will provide at-risk juniors and seniors at Berkeley High School with tutoring, counseling, job search assistance, and internship placements with companies in the biotech field. EBCLC will provide outreach, training, fair housing counseling services to up to 60 households, investigation of 20 fair housing complaints, tenant/landlord mediation, and at least two fair housing testing/audits with follow-up training for non-compliant property owners. CDBG funding will be used to provide rental assistance, security deposits, and utility arrears for homeless or precariously housed residents of Berkeley. Rising Sun will train participants in ecoliteracy, job readiness, basic construction, and energy efficiency assessment. The program also offers on-the-job training and internships with employers in the Green Building, Energy Efficiency or Building Performance Industry. WDDC provides housing case management services to homeless clients seeking to move from crisis to a higher level of housing stability.
5	Project Name	Community Facility Rehabilitation
	Target Area	BERKELEY
	Goals Supported	Improve Public Facilities and Public Services
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$386,289

	Description	Activities that fund the rehabilitation of public facilities are funded under this project.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	The beneficiaries of these facility improvements include approximately 2,600 seniors, 2,800 low-income people seeking health care services, including seniors, 150 low-income transition-age youth, and 2,300 other low-income residents.
	Location Description	City-wide.
	Planned Activities	<p><div>1. ADA improvements at the North and South Berkeley Senior Centers (\$109,350) - accessible wheelchair ramp at NBSC, Lower/restructure information desk for accessibility. </div><div>2. Ann Chandler Health Center Improvements (\$36,135) - upgrades to two bathrooms, making one ADA accessible, and correcting a plumbing problem and upgrading the second bathroom.</u> </u></div><div>3. Youth Spirit Artworks (\$45,000) - making the front door wheelchair accessible, upgrading the bathroom to be ADA compliant, and installing a new accessible utility sink. </div><div class="00">4. HHCS staff (\$128,229) - to provide project management for community agencies accessing funding for community facilities improvements</div><div class="00">5. Lifelong Medical Care (\$43,000) - for improvements to the Over 60s Clinic. </div><div class="00">6. Rebuilding Together (\$24,575) - to utilize volunteers to implement five community facility improvements throughout Berkeley. </div></p>
6	Project Name	ESG15 - City of Berkeley
	Target Area	BERKELEY
	Goals Supported	Homeless Prevention and Rapid Re-Housing
	Needs Addressed	Homelessness
	Funding	ESG: \$222,546
	Description	ESG funds will be used for Rapid Re-Housing, Homeless Prevention and HMIS.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 76 chronically homeless households (primarily individuals) will receive primarily rapid re-housing financial assistance.

	Location Description	City-wide.
	Planned Activities	ESG funds will be used to provide financial assistance and housing relocation and stabilization services to rapidly re-house approximately 76 households.

AP-50 Geographic Distribution – 91.220(f)

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

As discussed in MA-50, the City does not have areas of low income or minority concentration and therefore does not allocate federal funds geographically.

Geographic Distribution

Target Area	Percentage of Funds
BERKELEY	100

Table 57 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Not applicable.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

This section includes HOME-funded units only. Unit counts are broken out two ways: by population served and by type of housing provided. The table below includes information on three projects funded with HOME funds in PY2015: Strawberry Creek Lodge, William Byron Rumford Plaza and Harper Crossing.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	43
Special-Needs	192
Total	235

Table 58 - One Year Goals for Affordable Housing by Support Type

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	42
Rehab of Existing Units	193
Acquisition of Existing Units	0
Total	235

Table 59 - One Year Goals for Affordable Housing by Support Type

AP-60 Public Housing – 91.220(h)

Introduction

The Berkeley Housing Authority (BHA) is not a department of the City of Berkeley. BHA Board members are appointed by the Mayor and confirmed by the City Council.

Actions planned during the next year to address the needs to public housing

The BHA no longer owns any public housing. The 75 units formerly in their portfolio transitioned to a new ownership entity (Berkeley 75 Housing Partnership, LP) in 2014. The units were rehabilitated and have Project-based Section 8 assistance tied to them.

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

Not applicable.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

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

The City will continue to operate two Shelter Plus Care programs (COACH and HOAP) and the locally-funded Square One program, all of which include a street outreach and assessment component. The Housing for Older Adults Project (HOAP) provides rental subsidies through the City's Aging Services Division. The COACH grant provides rental subsidies and targets people who are chronically homeless. The City's Mental Health Division and non-profit provider Lifelong Medical Care provide services. The City's Mental Health Division has one outreach worker on its Homeless Outreach Team.

During PY2015, the City will work on its implementation of coordinated assessment and coordinate with Everyone Home's work on coordinated assessment countywide. Outreach and assessing individual needs are important components of coordinated assessment as envisioned by HUD. Additional activities may be identified.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City will continue to provide funding for shelter and transitional housing as described in section MA-30.

The City funds agencies providing 115 year round shelter beds and 120 seasonal shelter beds, as well as winter hotel vouchers as funding permits, through 8 emergency shelter programs. After working hours, these beds are filled through evening Centralized Shelter Reservation Hotline. The Centralized Shelter Bed Hotline opens after 7:00 pm and makes available shelter beds operated by BOSS and BFHP that were not filled after the daytime shelter bed reservation process. Sometimes people have a bed reserved but do not come in to the shelter in the evening. Before this program was implemented in 2009, these beds stayed vacant all night.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City of Berkeley has encouraged its network of providers of services to the homeless to focus their efforts on rapidly re-housing their clients. Providers have re-tooled staffing to focus case management efforts on preparing clients for stabilization in housing. City General Funds already support these efforts. These providers report that the lack of financial assistance to rapidly re-house clients has impeded their efforts. However, the City of Berkeley has not been able to spend down accumulated allocations of ESG funds for rapid re-housing and homeless prevention. In PY2015, City of Berkeley staff, homeless providers and the Homeless Commission will review existing services in Berkeley to prepare for future coordinated intake/assessment required by HUD. A review of the use of ESG funds will be included. The City of Berkeley will again budget the majority of PY2015 ESG funds for financial assistance to rapidly re-house clients accessing services at existing homeless programs.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Prevention assistance will be directed to persons who are not literally homeless but are at imminent risk of homelessness per the HUD Homeless definition (Category 2). Prevention assistance may include support to a household to retain its current housing or to move to other housing without having to become literally homeless. While the ESG regulations allow for ESG prevention to be provided to those categorized as “at-risk” but not necessarily at “imminent risk”, Alameda County ESG programs will target prevention services specifically to those that are at “immediate risk” defined as:

“An individual or family who will imminently lose their primary nighttime residence, provided that:

- the primary nighttime residences will be lost within 14 days of the day of application for homeless assistance;
- No subsequent residence has been identified; and,
- the individual or family lacks the resources of support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent housing.”

Within the category of “imminent risk” special attention and outreach will be done to target those households:

- that are doubled up with family and friends, must move within 14 days and are seeking to enter shelter;
- that are living in a hotel or motel using their own resources, must leave within 14 days, and are seeking to enter shelter;
- that are living in their own housing, are being evicted for non-payment of rent, must leave

- within 14 days, and are seeking shelter;
- That are fleeing domestic violence;
- That are imminently leaving foster care, or have recently left foster care and are at imminent risk of losing their current housing.

Alameda County has mental health, foster youth, health care, and corrections discharge policies intended to prevent discharges of individuals from these systems into homelessness, described in detail in the Consolidated Plan. The City will continue to participate in countywide efforts to reduce discharges into homelessness.

Discussion

The City of Berkeley supports a wide range of homeless programs, including emergency/crisis drop in centers and shelters, transitional housing, permanent supportive housing, prevention and rapid rehousing services. All contracted service providers report outcomes based on the countywide outcome standards developed by Everyone Home, in order to inform future adjustments to the service system.

AP-75 Barriers to affordable housing – 91.220(j)

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

As stated in section MA-40, the following are considered potential constraints in Berkeley: accessory dwelling unit (ADU) requirements, infill development regulations and permit review process. While the City's accessory dwelling unit requirements meet state law, they may be a constraint to development of additional units; therefore, the Housing Element includes a housing program to evaluate the regulations and consider changes to development standards for ADUs, a process that is currently underway. Additionally, while the zoning ordinance includes five multi-family zoning districts and the City has seen a number multi-family development projects, Housing Policy H-34 encourages the review of infill development regulations in residential districts to identify and change possible constraints.

The permit process in Berkeley may be considered a constraint to housing production, although based on the amount of affordable and market-rate development that has been approved and the density of those projects, it does not appear to have deterred new development and the City met most of the previous California Regional Housing Needs Assessment (RHNA) targets. However, Policy H-34 calls for the City to continue to improve and streamline the development review process and to evaluate regulations to identify and reduce unnecessary impediments to housing development and affordable housing projects.

AP-85 Other Actions – 91.220(k)

Introduction:

The City of Berkeley uses a range of strategies to address the housing, homeless, and community development goals identified in the Consolidated Plan. This section discusses actions planned to foster and maintain affordable housing, to reduce lead-based paint hazards, to reduce the number of poverty-level families in Berkeley, and to coordinate activities in these areas with other entities.

Actions planned to address obstacles to meeting underserved needs

One of Berkeley's major obstacles to meeting underserved needs is the limited amount of federal, state, and local resources available given the diversity of needs in the community and high cost of housing in the Bay Area. The City of Berkeley will continue to pursue new State and Federal resources as available to meet underserved needs.

Actions planned to foster and maintain affordable housing

The City has several programs which foster and maintain affordable housing in Berkeley:

- **Rent Stabilization Program.** In 1980, Berkeley residents passed the Rent Stabilization and Eviction for Good Cause Ordinance. The Ordinance regulates most residential rents in Berkeley, provides tenants with increased protection against unwarranted evictions and is intended to maintain affordable housing and preserve community diversity.
- **Affordable Housing Mitigation Fee (AHMF).** In FY2012, the City adopted a new AHMF for \$28,000 per unit on new market-rate rental housing. Developers have the option to provide units affordable to people earning up to 50 percent of area median income in-lieu of paying the fee. In FY2013, City Council reduced the fee to \$20,000 and the reduction was extended for six months to April 16, 2015. The City Council directed staff to complete a new nexus study for possible revisions to the fee.
- **Condominium Conversion Ordinance (CCO).** The CCO governs the conversion of rental apartments and tenancy-in-common buildings to condominiums, and other types of mutual or cooperative housing. A mitigation fee for production of permanently affordable housing will be collected.
- **Commercial Linkage Fee.** The Affordable Housing Mitigation Program was approved on April 20, 1993. It imposed fees on commercial new construction in which the newly constructed gross floor area is over 7,500 square feet. Since 2009, the City has approved four commercial and mixed-use projects that will contribute a total of \$346,399 to the Housing Trust Fund.
- **Housing Trust Fund (HTF).** The City of Berkeley created its HTF in 1990 to help develop and preserve below-market-rate housing. The HTF pools funds for affordable housing construction from a variety of sources with different requirements, makes them available through one single application process to local developers, then monitors development and operation of the

funded housing.

- Inclusionary Housing Ordinance for ownership housing. The ordinance requires developers of market rate ownership housing to include affordable ownership units or pay a fee. On November 19, 2013, City Council approved completing a nexus study to determine the appropriate fee applicable to new for-sale housing.
- Mortgage Credit Certificate. MCC is a federal income tax credit that provides qualified low income homebuyers a tax credit worth up to 15 percent of their annual mortgage interest paid on their home loan. MCC recipients adjust their federal income tax withholding, which increases their take-home pay, making monthly mortgage payments more affordable. The City participates in the Alameda County MCC program.
- Senior and Disabled Loan Rehab Program. HH&CS administers the program as an effort to preserve the City's housing stock and to assist low- and moderate-income senior and disabled homeowners, funded by CDBG and CalHOME. The applicants receive a zero interest loan, secured by a deed of trust on their home, which is repaid when title to the property changes hands, normally as a result of the sale of the property or inheritance by the owner's heirs.

Actions planned to reduce lead-based paint hazards

The City will continue to comply with the Environmental Protection Agency's Renovation, Repair, and Painting Program in its Senior and Disabled Rehabilitation Loan Program.

The City of Berkeley Public Health Division and the Alameda County Lead Poisoning Prevention Program will work together to increase awareness and knowledge about lead poisoning prevention in Berkeley including providing lead-safe painting classes, in-home consultations, garden soil lead testing kits, presentations, educational materials, and other services. Rebuilding Together will work with the City of Berkeley and Alameda County Lead Poisoning Prevention Programs to increase awareness of lead issues among their clients and volunteers and to incorporate lead safe work practices into their activities.

The City of Berkeley Childhood Lead Poisoning Prevention Program collaborates with the Berkeley Health, Housing & Community Services Department's State lead-certified Risk Assessor/Inspector, Project Designer, and Project Monitor. The Alameda County Healthy Homes Department also has a HUD Lead Hazard Control grant to remediate lead hazards in approximately 6 qualifying Berkeley housing units that are vacant, or occupied by a low income household with either a child under 6, a pregnant woman, or a child under 6 years who regularly visits during the 2014-15 year. Berkeley's program also provides case management services to families with children who have elevated blood lead levels. Services range from Public Health Nursing case management for children with blood lead levels above 15 $\mu\text{g}/\text{dL}$ to health education for children with levels between 5-14 $\mu\text{g}/\text{dL}$.

Actions planned to reduce the number of poverty-level families

The City funds a wide variety of social service programs designed to assist households with poverty level incomes. These programs include childcare and a range of services for special needs populations, which

are outlined in other sections of this Consolidated Plan. This section will highlight the City's strategies to increase livable wage employment opportunities by supporting related community services and working with public and private regional partners. Strategies include:

- Funding and refinement of anti-poverty programs provided by community-based organizations and by the City. Community agency contracts are outlined in the Annual Action Plan.
- Collaborate actively with CalWORKS (TANF) and Workforce Investment Act programs.
- Continue implementation of the City of Berkeley's Living Wage Ordinance.
- Foster regional coordination on economic development to benefit low income Berkeley residents.
- Linking homelessness and homelessness prevention programs, such as the HPRP-funded Housing Resource Center, to employment training and placement opportunities.

The City has contracted with the a number of workforce development programs to provide training, education and job placement for low income, under-employed, and unemployed residents:

- Rubicon Programs, which provides 1) Landscape Work Maturity Training for maintenance of five City facilities operated the City of Berkeley's Public Health Division, and 2) Workforce Services and Shelter Plus Care administration.
- Inter-City Services provides employment, training, and education and continues to serve veterans as funded under the Governor's 15 percent Discretionary pool of Workforce Investment Act (WIA) funds.
- Biotech Partners operates the Biotech Academy at Berkeley High School, targeting youth from under-represented populations in the fields of science and technology (African American, Latino, South East Asian, female and low income youth) and who may be at risk of not graduating from high school.
- The Bread Project provides training in culinary arts and bakery production, and includes the formerly incarcerated as their target population. They operate a social enterprise (wholesale bakery) that creates opportunities for trainees to obtain crucial on-the-job experience.
- Rising Sun Energy Center's Green Energy Training Services (GETS) provides classroom and hands-on training in Building Performance which serves as a pathway for careers in green and clean technologies. Rising Sun also operates the California Youth Energy Services (CYES) program funded by the CA Public Utilities Commission, providing summer jobs conducting residential energy audits.
- Berkeley Youth Alternatives (BYA) receives WIA funding through Alameda County Workforce Investment Board (ACWIB) to provide workforce development services to in-school and out-of-school youth. The area of workforce development is a focus area for increased coordination, including establishing methods to maximize and leverage resources. BYA, utilizing city funds, provides training to disadvantaged youth in all aspects of park and landscape maintenance.
- The City's anti-poverty strategy continues to be closely tied to the funding of over 50 community agencies to provide services as described above to enable people in poverty to attain self-

sufficiency, support at-risk youth to succeed in school and graduate, and protect the health and safety of low income people. The City also funds anti-poverty programs from other federal entitlement sources for job training and creation/job placement agencies.

Actions planned to develop institutional structure

During the next year, the City of Berkeley will continue to coordinate the housing and community services activities within the department through regular senior staff meetings and coordination on specific topics. The City's Health and Housing and Community Services departments began merging in PY 2012, and will continue to seek opportunities to increase coordination during PY 2015.

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

City staff will also continue to participate in the implementation of Everyone Home, the countywide plan to end homelessness. Everyone Home spearheads Alameda County's Continuum of Care. Staff will continue to participate in the initiative's Leadership Board, which includes most public funders of housing and homeless services in the county, as well as leadership from key community based organizations. Leadership Board membership helps coordination efforts across the county. Staff also participates in other committees composed of other funders (such as Alameda County Behavioral Health Care Services and the Social Services Agency) as well as many community based organizations.

Recent countywide collaboration efforts include the issuance of a countywide report on homeless program outcomes compared to adopted countywide performance benchmarks, planning for the 2015 homeless survey and count, the planning and implementation of the Housing Retention and Homelessness Prevention (HPRP) program.

BHA as well plans to enhance its coordination with private housing and social services agencies. The disposition of the units in 2014 to Berkeley 75 Housing Partnership, LP (a subsidiary of Related Companies of California), marks BHA's first public-private partnership on a housing development project. Supportive services previously identified for residents for self-selection, will now be directly marketed by, and available from, the new ownership entity via a contract with Project Access. The Service Specialist will meet with every adult in each household, conduct a needs assessment to identify the needs/goals of each individual, and develop a customized set of recommendations. Project Access staff will assist with connecting residents with local resources, education programs and employment opportunities associated with the local community development provided by the Berkeley 75 Housing Partnership, LP. The Service Specialist's key role will be to ensure residents are aware of and connected with the education, health, employment and social services that meet their needs including gaining new skills, improving health and wellness, and serve as a liaison to other social service agencies.

Discussion:

The majority of Berkeley's activities furthering the goals of the Consolidated Plan are provided by community agency partners. This will continue to be the case in PY 2013.

Program Specific Requirements

AP-90 Program Specific Requirements – 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	60,000
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
Total Program Income:	60,000

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.	87.00%

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City of Berkeley uses no forms of investment other than ones described in §92.205(b) (Refinancing Costs).

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

No homeownership or tenant-based rental assistance activities are anticipated for PY 2015.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

No homeownership activities are anticipated for PY 2015.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City of Berkeley's HTF Guidelines apply to any project using HOME funds to refinance existing debt. Per the Guidelines, Project owners submit funding requests to the City, or reply to the City's Requests for Proposals for funding, with the following information, among other things:

- a) As a condition precedent to funding, Owners must demonstrate an extension of affordability term. For new HOME funds invested in the Project, the minimum affordability term is the term required by 24 CFR 92 et seq., but, typically, the required extension of affordability is 55 years.
- b) As a condition precedent to funding, Owners must demonstrate that the refinancing preserves the affordable Project through rehabilitation.

6. Minimum rehab costs/unit must correspond to at least the value identified in a current physical needs assessment to ensure that the long-term needs of the Project can be met.
7. Typical rehab/unit costs are no less than \$10,000/unit, the minimum rehab value required by the California Debt Limit Allocation Committee Regulations.

c) Owners indicate if their refinancing request includes new construction that adds net new units to the Project

d) Owners provide extensive Project data, including audited financial statements, cash flows, rent rolls, services plans, PNAs, and rehabilitation proformas to demonstrate that:

8. The project is sound financially and disinvestment has not occurred

9. The long-term needs of the Project and residents will be met by the rehab

10. The proposed rehab is financially feasible, includes no barriers to refinancing existing mortgage loans, does not include the refinancing of any existing federal or federally-insured loans, and leverages other non-federal funds to the greatest extent possible

**Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

The City's standards for providing ESG assistance are attached as Attachment 1: Alameda County Priority Home Partnership City of Berkeley Manual.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The Alameda County Continuum of Care has not yet established a centralized or coordinated assessment system.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The City of Berkeley was allocated \$203,290 in ESG funding for PY2014. Funds will be used to continue a program started in PY2012, which provides rapid re-housing and homeless prevention financial assistance to homeless clients and clients who are imminently homeless and seeking shelter. The City of Berkeley will utilize the maximum amount possible for administration (7.5 percent of the grant) and allocate funds to support the County-wide Homeless Management Information System, known as InHouse.

The City of Berkeley has encouraged its network of providers of services to the homeless to focus their efforts on rapidly re-housing their clients. Providers have re-tooled staffing to focus case management efforts on preparing clients for stabilization in housing. City General Funds already support these efforts. These providers report that the lack of financial assistance to rapidly re-house clients has impeded their efforts. For this reason, the City of Berkeley will again use a large portion of new ESG funds for financial assistance to rapidly re-house clients accessing services at existing

homeless programs.

ESG funds will be used to fund City staff and will be sole-sourced to the Berkeley Food and Housing Project (BFHP). BFHP provided financial assistance processing services both for the HPRP program and for the City's Housing Retention Program, and has developed adequate systems to meet the regulatory requirements of the funding. Utilizing City staff for the administration and coordination of the program will ensure that financial assistance will be made available to clients of existing homeless agencies on an equitable basis, when the clients they serve are ready to receive the assistance.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The policy-making entity for the City of Berkeley which makes decisions regarding the facilities, services, and other programs to receive funding under the Emergency Solutions Grant (ESG) is the Berkeley City Council. The Berkeley City Council is elected by the citizens of Berkeley. The City cannot mandate that a homeless or formerly homeless individual be on the City Council. Therefore, the City must develop and implement a plan to consult with homeless or formerly homeless individuals in making policies and decisions regarding programs that receiving funding under ESG.

City staff are planning, in conjunction with Everyone Home, to host a forum each year for homeless clients, in order to involve them in policy-making and decisions regarding ESG-funded services. The details have yet to be determined.

5. Describe performance standards for evaluating ESG.

The performance standards to be applied to ESG activities is attached as an image labeled Outcome Measures. These standards were developed in 2009-2010 through the leadership of Everyone Home (the Continuum of Care) and partially funded by City of Berkeley General Funds. This matrix presents outcome standards for each type of program in the Continuum of Care. Most were established as a percentage of the average outcomes achieved by all County programs (for example, the average permanent housing placement rate of all emergency shelters) and will be adjusted over time to ensure continued improvement.

Progress Measure: For all outcome and efficiency goals, programs can meet or exceed the numerical benchmark or show and improvement of 10 percentage points over past year's outcome rates.

Outcomes	Shelter (winter and year round shelters)	Transitional Housing (site based, scattered site, and subsidy-based programs, e.g., Linkages & Project Independence)	Permanent Supportive Housing (site-based and subsidy-based programs [e.g. Shelter + Care and HOST])	Rapid Rehousing (programs w/financial assistance and/or supp. services)	Prevention (programs with financial assistance and/or supportive services) ¹	Drop-In Centers (material support and services for homeless or unstably housed, e.g. WDDC, MASC, MSC, Henry Robinson)	Street Outreach (specifically intended to address housing, e.g. HOPE & MOP)	Service Only- Employment Programs (programs targeted to homeless or housing stability)	Service Only- Services tied to perm. Housing (e.g. Lifelong HHISN or APC Service Center for PH residents)	Services Only- Case mgmt tied to other housing (e.g. RISE, OHFP, APC Service Center for Trans Housing clients)
Obtain permanent housing	<i>30% or greater²</i>	80%	Increase exits to other perm hsg by 10% over prev year	80%		35%	25%	40%	Increase exits to other perm hsg by 10% over prev year	65%
Maintain/retain permanent housing			95% > 6 mos 85% > 12 mos 65% > 3 years		90%	90% of those who have housing at entry			95% > 6 mos 85% > 12 mos 65% > 3 years	
Exiting to streets or shelter	<30%							<40%		<20%
Exiting to permanent OR interim housing						50%	50%			
Exit with earned income	20%	50%	20%	50%	45%			40%	40%	15%
Of those adults entering with no income, an increase in those who exit with an income	15%	30%	40%	10%	10%	15%	10%	40%	30%	15%
Return to homelessness in 12 months				<10%						
Efficiency/Process Measures										
Occupancy	90% single/mix 85% families	90%	95%							
Exit to Known Destination	85%	95%	95%	95%	95%	60%	60%	70%	95%	85%
Time from entry to permanent housing for those obtaining permanent housing	50% of those who gain permanent housing do so within 60 days	Reduce by 10% length of time from entry to permanent housing for programs with ave. stays over 12 mos		Average of 45 days	Average 45 days for those who move: 14 days to first payment for those who stay	50% of those who gain permanent housing do so within 6 months	50% of those who gain perm. housing do so within 6 months	50% of those who gain permanent housing do so within 6 months		Reduce by 10% length of time from entry to permanent housing for programs with average stays over 6 months
Other								50% of those who gain employment do so within 13 weeks		

System-wide goal: Returns to homelessness (as measured by a new entry in HMIS) within 12 months of exit to permanent housing are less than 10%.

¹ For prevention, persons with Housing Status other than "Literally Homeless" are included.

² All italicized, underlined numbers are benchmarked on actual performance and subject to annual updating.

Outcome Measures

Discussion:

Together Priority Home Partnership and the Housing Retention program make up the housing retention and rapid rehousing segment of the City's continuum of services. The City will continue to work with Everyone Home and community agencies to ensure that prevention and rapid rehousing funds are fully utilized and play an important role in ending homelessness in Berkeley.

Attachments

Grantee Unique Appendices

Appendix - Alternate/Local Data Sources

1	Data Source Name Berkeley Housing Authority
	List the name of the organization or individual who originated the data set. Berkeley Housing Authority
	Provide a brief summary of the data set. The table was updated with the most current data available from PIC (PIH Information Center)
	What was the purpose for developing this data set?
	Provide the year (and optionally month, or month and day) for when the data was collected. December 2014
	Briefly describe the methodology for the data collection.
	Describe the total population from which the sample was taken.
	Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.

Alameda County
Priority Home Partnership
(PHP)
City of Berkeley



Emergency Solutions Grant
Rapid Rehousing and Prevention Assistance
Policies and Procedures Manual

Version 2
January 2014

Priority Home ESG
Policies and Procedures Manual

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Introduction

The Emergency Solutions Grant (ESG) is a federal program that provides funding to states and local governments for emergency services and housing supports for homeless and at-risk households. Under the 2009 HEARTH Act, eligible activities under ESG were expanded from traditional shelter and outreach services to also include rapid rehousing and targeted homeless prevention. Per the ESG regulations (§576.400) ESG recipients must consult with the Continuum of Care entity in their region to determine how to allocate ESG funds, develop performance standards and evaluate the outcomes of projects and activities funded with ESG. They also must develop written policies and procedures for determining which households will receive assistance and for determining the type, amount, and length of assistance to be offered to eligible households.

Program Purpose

The primary purpose of local ESG-funding for prevention and/or rapid rehousing is to serve households as close to the “front door” of homelessness as possible – either by diverting them from entry into homelessness, and particularly to shelter, through prevention assistance, or assisting persons as soon as possible after becoming homeless, including after entering shelter, to end their homelessness quickly and shorten lengths of stay in shelter and time spent homeless. In some cases, particular subpopulations may be targeted for this assistance, consistent with plans to end homelessness.

This manual of policies and procedures covers all ESG recipients and subrecipients operating prevention and/or rapid rehousing programs in Alameda County, as these areas are all contained in HUD-recognized Continuum of Care 502. ESG entitlement recipients in Alameda County currently include the Cities of Berkeley and Oakland and the County of Alameda on behalf of the Urban County. Additional ESG subrecipients within the County may be selected by the State of California or, from time to time, additional cities may become entitlement for ESG. This manual was developed collaboratively by the CoC Entity, EveryOne Home, and all current entitlement recipients and State ESG subrecipients.

Interim Guidelines

The ESG and CoC regulations require that the Continuum of Care develop and implement a centralized or coordinated assessment system, and a set of written standards for CoC funded activities. Once coordinated assessment is established, each ESG-funded program or project must use the assessment system, and recipients and subrecipients must work with the Continuum of Care to ensure that screening, assessment and referral of program participants are consistent with the written standards required for ESG programs. This manual and the written standards contained herein for prevention and rapid rehousing are considered interim for the period until a broader coordinated assessment system and written standards for assistance have been developed and adopted across the Continuum.

A complete version of the ESG Interim Regulations can be found here:

https://www.onecpd.info/resources/documents/HEARTH_ESGInterimRule&ConPlanConformingAmendments.pdf

Structure of the Manual

This manual is for ESG recipients, subrecipients, and interested parties. It provides a detailed description of the steps that will be taken to determine eligibility, calculate financial assistance, recertify for eligibility, provide support and terminate ESG assistance for rapid rehousing and prevention. Required and/or recommended forms and documents are provided in an Appendix of Forms and Documents at the end of the manual. In some cases, recipients or subrecipients may target their programs more specifically to subpopulations, such as survivors of domestic violence or seniors who are otherwise eligible.

Items in bold italics that are highlighted in grey, are changes to the manual specific to how the City of Berkeley will implement the program.



A document icon appears by every form that is referred to and clicking on the [highlighted hyperlinks](#) on the names of the form will take the reader directly to the referenced documents in the Appendix.



Some key forms and information are entered into the county-wide InHOUSE Homeless Management Information System. Forms that are provided by InHOUSE are not included in this manual but are indicated by a computer icon.

Acknowledgments: The development of the ESG Manual was supported by Alameda County EveryOne Home and the City of Berkeley. For more information related to the ESG Manual or about the Priority Home Partnership, please contact Elaine DeColigny, EveryOne Home Director, at (510) 670-5944 or email everyonehome@acgov.org. The manual was prepared by Katharine Gale Consulting with input from local government and community agency staff including the following persons: Kerry Abbot, Erika Bernheimer, Elaine DeColigny, Geoff Green, Kristin Lee, Susan Shelton, Liz Varela, Jennifer Vasquez, and Riley Wilkerson.

1: Participant Eligibility

As stated above, the primary purpose of ESG-funded rapid rehousing and prevention is to reduce entries into homelessness and/or shorten stays in homelessness to the greatest extent feasible.

To be eligible to receive ESG prevention or rapid rehousing assistance, participant households in Alameda County must meet both national and local requirements, and this eligibility must be documented with an application and supporting documentation kept in a client file. These requirements include:

- Participants must be homeless or at imminent risk of homelessness, per the applicable HUD definitions in the ESG regulation (§576.2) supported by documentation;
- Participants must be one of the locally targeted populations for the program, as specified on the application and eligibility determination form;
- Participants must be willing to participate in the program and to meet the terms of a self-developed Housing Stability Plan;
- Participants may not have already received 24 months of ESG assistance during the past 36 months (§576.105(c));
- Participants must meet the local asset policy, including having cash or equivalent assets of less than \$2,000 per single individual and \$3,000 per couple;

In addition:

- Participants receiving prevention assistance must have incomes at or below 30% of the Area Median Income (§576.103).

Eligibility for Rapid Rehousing

Rapid rehousing provides financial assistance and supportive services to individuals or families that are literally homeless, staying in shelter or transitional housing or on the streets or other places not suitable for human habitation, or exiting institutions and having entered from one of these locations. Eligibility for rapid rehousing includes those fleeing domestic violence who are living in one of the places named above.

In keeping with the intentions of the program, rapid rehousing assistance will be used primarily to serve households that are:

- 1) Adults or family households able to be rehoused rapidly without anticipation of an ongoing subsidy, with ESG financial assistance anticipated to be of six months or less duration;
- 2) Adults or family households able to be rehoused rapidly with an ongoing subsidy from another source anticipated within six months of ESG program participation
- 3) Transition-age youth, especially those recently discharged from foster care, who are able to be rehoused rapidly without anticipation of an ongoing subsidy, with ESG assistance of eighteen months or less duration.

Eligibility for Prevention Assistance

Prevention assistance will be directed to persons who are not literally homeless but are at imminent risk of homelessness per the HUD Homeless definition (Category 2). Prevention assistance may include support to a household to retain its current housing or to move to other housing without having to become literally homeless. While the ESG regulations allow for ESG prevention to be provided to those categorized as “at-risk” but not necessarily at “imminent risk”, Alameda County ESG programs will target prevention services specifically to those that are at “immediate risk” defined as:

- *An individual or family who will imminently lose their primary nighttime residence, provided that:*
 - *the primary nighttime residences will be lost within 14 days of the day of application for homeless assistance;*
 - *no subsequent residence has been identified; and,*

- *the individual or family lacks the resources of support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent housing.”*

Within the category of “imminent risk” special attention and outreach will be done to target those households that are:

- 1) doubled up with family and friends, must move within 14 days and are seeking to enter shelter;
- 2) living in a hotel or motel using their own resources , must leave within 14 days, and are seeking to enter shelter;
- 3) ~~living in their own housing, are being evicted for non-payment of rent, must leave within 14 days, and are seeking shelter;~~ **Not eligible under the City of Berkeley Priority Home Partnership (PHP). These households may be eligible for the Housing Retention Program (HRP).**
- 4) fleeing domestic violence;
- 5) imminently leaving foster care, or have recently left foster care and are at imminent risk of losing their current housing.

Eligibility Determination

Program operators must determine that potential participants are eligible for assistance, and document this eligibility, including verifying income and housing status. The Program Application and Eligibility Determination Form contains key questions and documentation requirements.



A copy of the [ESG Program Application and Eligibility Determination Form](#) can be found in the Appendix. This document and all supporting documentation should be placed in the Participant’s File.



A cover sheet for participant files with a list of all of the program documents can be found [here](#).

Ineligible applicants: If a household is assessed and determined to be ineligible, the program operator must notify the household that they have been determined to be ineligible, provide them with appropriate referrals which should be noted on the application form, and create a client file documenting the assessment process and determination.

2: Enrollment

Once found eligible, to enroll the head of household must sign the ESG Participation Agreement complete the HMIS ROI and staff must complete an HMIS Standard Intake Form (SIF) for all household members.



A copy of the [ESG Program Participation Agreement](#) can be found in the appendix, immediately following the Application form.



The HMIS Release of Information (ROI), and the Standardized Intake Form (SIF) are developed and updated by the InHOUSE staff at Alameda County Housing and Community Development Department, in accordance with HUD regulations. Housing Agency staff must ensure that the forms in use are the most recent ones, as HUD and local requirements change periodically. If you are unsure that the forms are the most recent, email HMIS@acgov.org.

Budget and Housing Stability Plan

The purpose of ESG Prevention and/or Rapid Rehousing assistance is to provide the support necessary to help the household retain or gain housing in the shortest period of time possible. Critical to being able to retain the housing is a budget and a housing plan. The budget is also needed to determine the amount of financial assistance to be provided.

The Housing Stability Plan should be updated as frequently as necessary to reflect changing situations. Once a participant has moved into housing, the housing specialist and participant should prepare a new Housing Stability Plan that emphasizes those steps or actions needed to retain housing.



A [Sample Budgeting Worksheet](#) and a sample [Housing Stability Plan](#) format can be found in the Appendix of Forms. *ESG-funded programs may use another version of these forms if approved by the recipient.* Be sure to make a copy of the Budget and Housing Plan for the participant and insert a signed copy in the participant's file.

3: Financial Assistance for Housing

Eligible Financial Assistance Expenses

The ESG program has the ability to provide temporary financial assistance to participants on a short or medium-term basis. This assistance may include:

Security Deposits: The housing agency may provide a maximum of two times the monthly rent for a unit as a security deposit to assist a participant to secure housing. At such time as the participant may leave the unit and the landlord return all or part of the deposit to the participant, the participant may retain any balance to use toward a new housing situation.

Utility Deposits: If, in order to begin utility service, the household must provide a deposit to a utility company, the program may assist with this deposit.

Rental Assistance payments: If the participant cannot currently afford to rent a unit in the community but is reasonably anticipated to have sufficient income, either through employment or benefits, within approximately six months the program may provide a rental subsidy for the participant. Such subsidies will be as low as possible:

- If the participant has an income he/she is expected to contribute at least 50% of his/her income toward the rent, unless the participant is expect to receive a permanent housing subsidy within approximately six months, in which case the participant may pay only 30% of their income. Documentation of the expectation of a permanent subsidy should be included in the file.
- If the participant has no income, the program may subsidize the entire rent for the first three months.

Rental assistance may be conditioned on the participant fulfilling his or her agreements as part of the Housing Stability Plan and is never offered for more than three months at a time. To continue rental assistance after three months, the program must recertify the participant. See Section [6: Three Month Reassessment of Eligibility](#)

~~**Past due rent arrears:** If in order for a household to retain their housing they must pay past due rent the program will cover up to three months of rent arrears not to exceed \$3,000~~ ***Not eligible under the City of Berkeley PHP.***

Past due utility arrears: In rare cases, the ESG program will provide funding for past due utilities. The program will only provide such funding for prevention clients if failure to do so will result in the loss of utilities and under the terms of the participants lease this would be grounds for eviction. The program will only provide utility arrears assistance to rapid rehousing clients if utility arrears mean that then household will be unable to establish utility service in their new housing.

In addition, ESG funds may be used to cover the costs of rental applications provided this is a fee that is charge by the owner to all applicants.

Determining the Amount of Financial Assistance

The amount of financial assistance is determined by the amount needed to secure the housing and by the amount of contribution the household is able to make toward the housing costs.

For one-time costs, such as security deposits, and rent and utility arrears, the program will pay the entire amount if the household will have less than 50% of income available after paying rent, the household's budget does not contain any disposable income, and the household assets are less than \$500.00. If the household has assets greater than \$500, and/or the household budget indicates income is available to make a portion of the payment, the household should be required to provide a portion of the deposit and/or arrears. The household's payment may be made through a payment plan with the landlord or utility company if that is possible.

For rental assistance payments, households with any income are expected to contribute either 50% of their income, or 50% of the rent, whichever is lower. An exception to this rule may be made for persons with disabilities who are anticipated to receive a permanent subsidy within six months of their ESG program enrollment.

With agency supervisor approval, households may be permitted to contribute less toward the rent for a brief period to cover other extraordinary costs. The program may pay the entire rent on behalf of households that have no income.



The [ESG Financial Assistance Calculation Form](#) can be found in the appendix. The program should complete the form with the participant and the participant should sign it. This calculation needs to be prepared every three months for households receiving medium-term rental assistance.



All financial assistance provided must be recorded in HMIS.

4: Supportive Services and Connection to Mainstream Resources

Whether covered by ESG funds or other sources, ESG programs are expected to assist clients with housing stability case management and with housing search and placement services as needed.

Housing stability case management includes:

- conducting the official evaluation of eligibility and need, including verifying and documenting eligibility
- counseling
- developing, securing, and coordinating services and assistance in obtaining Federal, state and local benefits
- monitoring and evaluating participant progress;
- providing information and referral to other providers;
- developing an individualized housing plan to permanent housing stability; and
- conducting reevaluations.

These services *may not exceed* 30 days during the period the program participant is seeking permanent housing, and may be provided for up to a total of 24 months within a 36 month period.

While providing prevention or rapid rehousing financial assistance, the program must ensure that the participant meets with a case manager not less than once per month to assist the participant in ensuring long-term housing stability. Case management should be provided more frequently if needed.

Housing search assistance are those services intended to assist program participants in locating, obtaining, and retaining suitable permanent housing, and are expected to be offered to all participants receiving rapid rehousing assistance or prevention assistance that includes moving to another unit. These include:

- assessment of housing barriers, needs, and preferences;
- development of a plan for locating housing;
- housing search;
- outreach and negotiations with landlords; and
- assistance with submitting rental applications and understanding leases.

Links to Mainstream Services

As part of the stability case management, each participant is expected to be assisted, as needed to obtain other services and mainstream benefits including:

- appropriate supportive services including assistance in obtaining permanent housing, medical health treatment, mental health treatment, counseling, supervision, and other services essential for achieving independent living, and
- other federal, state, local, and private assistance available to assist the program participant in obtaining housing stability, including
 - Medi-Cal or other medical insurance
 - TANF
 - Food stamps/Supplemental nutrition assistance (SNAPS)
 - WIC
 - Unemployment insurance
 - SSI/SSDI
 - Child and adult care food program
 - Other mainstream benefit programs from which the participant household could benefit.



While no specific form is provided for this documentation, all case management meetings must be documented in the participant file, and/or in the HMIS case management module. Documentation should include evidence of assistance provided to obtain mainstream resources and the results of that assistance. Subrecipients are encouraged to check with the recipient for approval of documentation.

Legal Services

ESG funds may be used for legal services that are necessary to resolve a legal problem that prohibits the program participant from obtaining permanent housing or will likely result in the program participant losing the permanent housing in which the program participant currently resides. More detail on eligible legal services activities can be found at (§576.102 (a)(1)(vi)) and (§576.105(b)(4)).

While legal services providers that do not provide financial assistance are not required to complete the financial assistance calculation form, they must ensure that all households assisted meet program eligibility ([Section 1](#) above) including completing the application for assistance to document participant eligibility, and must ensure that the units assisted meet the habitability standards in [Section 5](#) below.

5: Housing Unit Requirements

In addition to the household being eligible, the unit to be assisted must also meet eligibility requirements. These include that the rent is both reasonable and at or below the Fair Market Rent market rent, and that the unit meets habitability standards.

A. Rent Reasonableness and Compliance with Fair Market Rent

ESG programs must perform both a rent reasonableness determination and document that the rent falls at or below the Fair Market Rent on every unit assisted, whether for prevention or rehousing.

“Rent reasonableness” means that the total rent charged for a unit must be reasonable in relation to the rents being charged during the same time period for comparable units in the private unassisted market and must not be in excess of rents being charged by the owner during the same time period for comparable non-luxury unassisted units.

To make this determination, the recipient or subrecipients should consider

- (a) the location, quality, size, type, and age of the unit; and
- (b) any amenities, housing services, maintenance and utilities to be provided by the owner.

Comparable rents can be checked by using a market study, by reviewing comparable units advertised for rent, or with a note from the property owner verifying the comparability of charged rents to other units owned (for example, the landlord would document the rents paid in other units). NOTE that not every element in the suggested list of nine things to check for must be known to establish a comparable unit. See more guidance at

http://portal.hud.gov/hudportal/documents/huddoc?id=DOC_11753.pdf

The Fair Market Rent (FMR) is a benchmark established by HUD for regions. For ESG, the FMR is the maximum rent permitted even if other similar units rent for more.

Final FY 2013 FMRs By Unit Bedrooms Oakland-Fremont, CA HUD Metro FMR Area (Alameda and Contra Costa Counties)					
SRO	Studio/Efficiency	1-bedroom	2-bedroom	3-bedroom	4-bedroom
\$776	\$1,035	\$1,255	\$1,578	\$2,204	\$2,704

Source: <http://www.huduser.org/portal/datasets/fmr.html>

The above chart displays the Fair Market Rents applicable during FY2013. Fair Market Rents are updated and published by HUD every year. Programs must ensure that they are using the FMR's in effect at the time of their determination.



A copy of a [Rent Reasonableness and FMR Certification](#) form can be found in the forms appendix. Subrecipients may use an alternative rent reasonableness determination form meets the requirements of the ESG regulations §576.106 and has been approved by the ESG recipient.

B. Housing Inspection

In order to ensure that ESG funds are used in housing that meets minimum habitability standards, an inspection must be performed on every unit assisted, whether for prevention or rehousing. This inspection includes compliance with the Lead Paint Poisoning Prevention Act.



A copy of a suggested [Habitability Standards Inspection](#) Form can be found in the forms appendix. Subrecipients may use an alternative inspection form as long as it covers all of topic areas required under ESG regulations §576.403 and has been approved by the ESG recipient.

C. Rental Assistance Agreement

Relationships with landlords are a central component of the program. The housing specialist assists both the participant and the landlord to make the housing successful.

Once a unit has been identified and inspected, the housing agency must ensure that:

- a) The tenant receives a written lease or rental agreement from the landlord which clearly outlines the terms of tenancy and conforms with applicable California and local law; and
- b) The landlord is apprised of the nature of the program, the anticipated support to the participant, the obligations of the landlord, and the manner in which the landlord may contact the program if there are concerns.

At a minimum, the housing agency will provide the landlord with a copy of the Rental Assistance Agreement Letter describing the program and outlining the basic support the participant is anticipated to receive. The landlord must sign the letter and return it to the agency. Some agencies may prefer to use a contract or housing assistance payments (HAP) agreement that outlines in greater detail the rights and obligations of the parties. Use of such an agreement is fine if it covers all requirements in the ESG regulations §576.106 and has been approved in advance by the ESG recipient.

In order to determine that the landlord named on the lease is the legitimate owner of the property, the housing agency will use a database service, such as Realquest, or another manner to verify and document the ownership. In addition, the housing agency shall collect a W-9 from the landlord or property management agency and follow all IRS reporting requirements.



A copy of the [Rental Assistance Agreement Letter](#) is included in the appendix. A copy of this letter or an acceptable substitute agreement should be kept in the participants file, along with a copy of the tenant's lease and ~~printout from the database used to verify the ownership of the unit and~~ a copy of the W-9. The original W-9 must be given to the housing agency's finance division ***the City of Berkeley. The City of Berkeley will verify property ownership.***

6: Three Month Reassessment of Eligibility

Any participant who receives more than three months of assistance from the program needs to be formally reassessed. This is distinguished from the more frequent check-ins and meetings with the client, which should occur frequently and as needed, and are recorded in case notes.

During the reassessment process, the program is, at a minimum, confirming:

- The participant has not received more than 24 months of assistance, including any arrears coverage.
- The participant's income level is such that there is still a need to provide financial assistance in order to maintain housing stability.
 - Income is not greater than 30% of the Area Median Income (AMI)
 - Rent is more than 50% of participant income (unless the participant is awaiting a permanent subsidy and is currently paying 30% of income.)
- The participant is making documented progress on their housing plan and taking the steps needed towards housing stability without program financial assistance.
- The participant lacks the financial resources or support networks to secure their housing without continued assistance.

The three month reassessment is also used to update the participant's HMIS record with current information about housing and income.

Once the three month reassessment of eligibility is completed, the household should be notified whether they will continue to receive assistance or not, including signing the reassessment form. If continuing to receive assistance, new documents, including an updated housing stability plan, budget and financial assistance calculation should be prepared and discussed with the client.



A copy of the [Three Month Reassessment of Eligibility](#) is included in the appendix. The Reassessment requires updated documentation of income, which should be attached to the form and included in the file.



Key pieces of information from the Three Month Reassessment Form, including any change in income or address is to be entered into HMIS. (In the future, the Three Month Reassessment may be an HMIS provided form.)

7: Termination of Housing Assistance or Program Participation

Housing assistance under this program is intended to be temporary and to help participants secure housing that they can remain in without long-term financial support. Any housing assistance is contingent on the participant's active participation in carrying out the terms of his/her Housing Stability Plan. Failure to take steps agreed to in the plan, such as seeking work, applying for benefits, looking for housing or accepting housing that meets the participant's criteria are a reasonable basis for recommending termination of financial assistance.

If a program participant is found to be violating the participation agreement, reasonable efforts will be made and documented by staff to assist the participant to address the issue or correct the violation prior to terminating services. Violations that endanger staff, any other participant, any other person, or the viability of the program as a whole will be acted upon immediately.

If a participant is determined to be in continued or grave violation of the program rules, a written Notice of Termination of Assistance will be provided to the program participant containing a clear statement of the reasons for termination, the date on which the termination will become effective, and the process for appealing the decision.

Participants receiving a Notice may request that the decision to terminate participation be reviewed by making a request to the designated supervisor within the agency. This request must be made in writing and must be reviewed within 14 calendar days. A written notice of the final decision will be issued to the participant.

The program may also resume assistance to a program participant whose assistance was previously terminated with the approval of the agency supervisor.



A sample [Notification of Termination of ESG Assistance](#) is provided in the Appendix of Forms. Subrecipients may use an alternative Termination form as long as it covers all of topic areas required under ESG regulations §576.402 and has been approved by the ESG recipient, *the City of Berkeley*.

Grievances and Appeals

~~Agencies~~ ESG-subrecipients must notify participants of the agency's grievance policy at the time of program enrollment, including providing them with a written copy of the policy and keeping a copy of a signed version of the policy or other notification in the participant file. Housing agencies will follow their agency grievance and appeals process, through to the level of the highest ranking staff member of the agency or as may be otherwise specified in the agency's approved policy and procedures.

If there is a grievance specific to the ESG which has not been resolved through the agency grievance process, ESG program participants may appeal to the local recipient, *the City of Berkeley*. Recipients will follow their appeal process.

8: Program Exit

Upon completion of the program, or upon termination prior to completion, all members of the household should be exited from the program in HMIS. At this time all information including household income, final address and housing status are recorded and updated.



The Exit Form is an HMIS-provided form. A printed copy of the form(s) should be kept in the participant file and all data entered into HMIS.