

Permanent Local Housing Allocation (PLHA) Formula Allocation

2020 Application



**State of California
Governor, Gavin Newsom**

**Lourdes Castro Ramírez, Secretary
Business, Consumer Services and Housing Agency**

**Douglas R. McCauley, Acting Director
Department of Housing and Community Development**

Program Design and Implementation, PLHA Program
2020 West El Camino Avenue, Suite 150, Sacramento, CA 95833
PLHA Program Email: PLHA@hcd.ca.gov

Final Filing Date: April 27, 2020 through July 27, 2020 at 5 P.M. PST

Instructions

Rev. 5/20/20

When opening this file, a yellow banner at the top may appear with a button that says "Enable Content". It is essential that you click this box so that the macros are enabled. Enabling macros is necessary for full worksheet functionality. Macros do not work with Microsoft's Excel version for Apple Mac.

HCD will only accept applications through a postal carrier service such as U.S. Postal Service, UPS, FedEx or other carrier services that provide date stamp verification confirming delivery to HCD's office. A complete original application and an electronic copy on a USB flash drive with all applicable information must be received by HCD via postal carrier no later than 5:00 p.m. on:

Monday, July 27, 2020

Applications must be on the Department's forms and cannot be altered or modified by the Applicant. Excel forms must be in Excel format and unprotected, not a .pdf document. For application errors please fill out the Application Support worksheet and email the entire workbook to Application Support for application errors at AppSupport@hcd.ca.gov.

General Instructions (Additional instructions and guidance are given throughout the Supplemental Application in "red" text and in cell comments.

Guideline references are made with "\$" and the corresponding guideline section number.

"Yellow" cells are for Sponsor input. Failure to provide the required attachments and documentation may disqualify your application from consideration or may negatively impact your point score.

Required attachments are indicated in "orange" throughout the Supplemental Application. Failure to provide the required attachments and documentation may disqualify your application from consideration or may negatively impact your point score. Electronically attached files must use the naming convention in the Supplemental Application. For Example: "App1 Payee Data" for Sponsor 1 Payee Data Record/STD. 204.

Threshold items are indicated in "blue" cells.

"Red" shaded cells indicate the Sponsor has failed to meet a requirement of the program. Point cells in the Scoring worksheet shaded in "red" indicate that the Sponsor has failed to meet the minimum points required.

Sponsor must complete the following worksheets in the PLHA Formula Allocation Application.

Formula Allocation Application

302(c)(4) Plan

Legislative Contacts

Checklist

Binder Tab #	Threshold Requirement	Electronic File Name	Document Description	Included?
1	X	App1 Resolution	PLHA webpage for Resolution Document	Included
2	X	App1 Signature Block	Signature Block - upload in Microsoft Word Document	Included
3	X	App1 TIN	Taxpayer Identification Number Document	Included
4	X	Applicant Agreement	Legally binding agreement between Delegating and Administering Local Governments	Included
5		Plan Adoption	§302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content.	Included

Disclosure of Application (California Public Records Act Statutes of 1968 Chapter 1473): Information provided in the application will become a public record available for review by the public, pursuant to the California Public Records Act Statutes of 1968 Chapter 1473. As such, any materials provided will be disclosable to any person making a request under this Act. The Department cautions Applicants to use discretion in providing information not specifically requested, including but not limited to, bank accounts, personal phone numbers and home addresses. By providing this information to the Department, the Applicant is waiving any claim of confidentiality and consents to the disclosure of submitted material upon request."

Local Government Formula Allocation						Rev. 5/20/20			
Eligible Applicant Type:		Nonentitlement							
Local Government Recipient of PLHA Formula Allocation:			Glenn County						
Approximate PLHA Formula Allocation Amount:		\$106,856	Allowable Local Admin (5%):		\$5,342				
<p>Instructions: If the Local Government Recipient of the PLHA Formula Allocation delegated its PLHA formula allocation to a Local Housing Trust Fund or to another Local Government, the Applicant (for which information is required below) is the Local Housing Trust Fund or administering Local Government. The PLHA award will be made to the Applicant (upon meeting threshold requirements) and the Applicant is responsible for meeting all program requirements throughout the term of the Standard Agreement.</p> <p>The 302(c)(4) Plan template worksheet requires first choosing one or more of the Eligible Activities listed below. If "Yes" is clicked, the 302(c)(4) Plan worksheet opens a series of questions about what precise activities are planned. Some specific activities, such as providing downpayment assistance to lower-income households for acquisition of an affordable home, could be included under either Activity 2 or 9. Please only choose one of those Activities; don't list the downpayment assistance under both Activities.</p> <p>If the PLHA funds are used for the same Activity but for different Area Median Income (AMI) level, select the same Activity twice (or more times) and the different AMI level the Activity will serve. Please enter the percentage of funds allocated to the Activity in only the first Activity listing to avoid double counting the funding allocation.</p>									
Eligible Applicants §300									
<p>§300(a) and (b) Eligible Applicants for the entitlement and Non-entitlement formula component described in Section §100(b)(1) and (2) are limited to the metropolitan cities and urban counties allocated a grant for the federal fiscal year 2017 pursuant to the federal CDBG formula specified in 42 USC, Section §5306 and Non-entitlement local governments.</p>									
Applicant:		Glenn County, Community Action Department							
Address:		125 E Walker Street							
City:	Orland	State:	California	Zip:	95963	County:	Glenn		
<p>§300(d) Is Applicant delegated by another Local government to administer on its behalf its formula allocation of program funds?</p>							Yes		
<p>§300(d) If Applicant answered "Yes" above, has the Applicant attached the legally binding agreement required by §300 (c) and (d)?</p>							Yes		
File Name:	App1 Resolution	PLHA webpage for Resolution Document			Attached and on USB?	Yes			
File Name:	App1 Signature Block	Signature Block - upload in Microsoft Word Document			Attached and on USB?	Yes			
File Name:	App1 TIN	Taxpayer Identification Number Document			Attached and on USB?	Yes			
File Name:	Applicant Agreement	Legally binding agreement between Delegating and Administering Local Governments			Attached and on USB?	Yes			
Eligible Activities, §301									
<p>§301(a) Eligible activities are limited to the following:</p>						Included?			
<p>§301(a)(1) The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to Extremely low-, Very low-, Low-, or Moderate-income households, including necessary operating subsidies.</p>						<input checked="" type="checkbox"/> YES			
<p>§301(a)(2) The predevelopment, development, acquisition, rehabilitation, and preservation of affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of AMI, or 150 percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days.</p>						<input type="checkbox"/> YES			
<p>§301(a)(3) Matching portions of funds placed into Local or Regional Housing Trust Funds.</p>						<input type="checkbox"/> YES			
<p>§301(a)(4) Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.</p>						<input type="checkbox"/> YES			
<p>§301(a)(5) Capitalized Reserves for services connected to the preservation and creation of new permanent supportive housing.</p>						<input type="checkbox"/> YES			
<p>§301(a)(6) Assisting persons who are experiencing or At-risk of homelessness, including, but not limited to, providing rapid re-housing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.</p>						<input checked="" type="checkbox"/> YES			
<p>§301(a)(7) Accessibility modifications in Lower-income Owner-occupied housing.</p>						<input type="checkbox"/> YES			
<p>§301(a)(8) Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.</p>						<input type="checkbox"/> YES			
<p>§301(a)(9) Homeownership opportunities, including, but not limited to, down payment assistance.</p>						<input type="checkbox"/> YES			
<p>§301(a)(10) Fiscal incentives made by a county to a city within the county to incentivize approval of one or more affordable housing Projects, or matching funds invested by a county in an affordable housing development Project in a city within the county, provided that the city has made an equal or greater investment in the Project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an affordable housing Project. Matching funds investments by both the county and the city also shall be a grant or low-interest deferred loan to the affordable housing Project.</p>						<input type="checkbox"/> YES			
Threshold Requirements, §302									
<p>§302(a) Housing Element compliance: Applicant or Delegating Local Government's Housing Element was adopted by the Local Government's governing body by the application deadline and subsequently determined to be in substantial compliance with state Housing Element Law pursuant to Government Code Section 65585.</p>						Yes			
<p>§302(b) Applicant or Delegating Local Government has submitted the current or prior year's Annual Progress Report to the Department of Housing and Community Development pursuant to Government Code Section 65400.</p>						Yes			
<p>§302(c)(2) Applicant certifies that submission of the application was authorized by the governing board of the Applicant.</p>						Yes			
<p>§302(c)(3) Applicant certifies that, if the Local Government proposes allocation of funds for any activity to another entity, the Local government's selection process had no conflicts of interest and was accessible to the public.</p>						Yes			
<p>§302(c)(4) Does the application include a Plan in accordance with §302(c)(4)?</p>						Yes			
<p>§302(c)(4)(D) Applicant certifies that the Plan was authorized and adopted by resolution by the Local Government and that the public had an adequate opportunity to review and comment on its content</p>						Yes			
<p>§302(c)(5) Applicant certifies that the Plan submitted is for a term of five years. Local Governments agree to inform the Department of changes made to the Plan in each succeeding year of the term of the Plan.</p>						Yes			
<p>§302(c)(6) Applicant certifies that it will ensure compliance with §302(c)(6) if funds are used for the acquisition, construction, or rehabilitation of for-sale housing projects or units within for-sale housing projects.</p>						N/A			
<p>§302(c)(7) Applicant certifies that it will ensure that the PLHA assistance is in the form of a low-interest, deferred loan to the Sponsor of the Project, if funds are used for the development of an Affordable Rental Housing Development. The loan shall be evidenced through a Promissory Note secured by a Deed of Trust.</p>						Yes			
<p>§302(c)(8) Has Applicant attached a program income reuse plan describing how repaid loans will be reused for eligible activities specified in Section 301?</p>						Yes			
Administration									
<p>Applicant agrees to adhere to §500, Accounting Records.</p>						Yes			
<p>Applicant agrees to adhere to §501, Audits/Monitoring of PLHA Files.</p>						Yes			
<p>Applicant agrees to adhere to §502, Cancellation/Termination.</p>						Yes			
<p>Applicant agrees to adhere to §503, Reporting.</p>						Yes			
Certifications									
<p>On behalf of the entity identified below, I certify that: The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct and I possess the legal authority to submit this application on behalf of the entity identified in the signature block.</p>									
Christine Zoppi		Director							
Authorized Representative Printed Name		Title		Signature		Date			
Entity name:		Glenn County, Community Action Department		Phone Number: 530-934-1414					
Entity Address		125 E Walker Street		City	Orland	State	CA	Zip	95963

§302(c)(4) Plan

Rev. 5/20/20

§302(c)(4)(A) Describe the manner in which allocated funds will be used for eligible activities.

The County of Glenn plans to use PLHA funds for three activities: 1) To support the development of Woodward Family Apartments, a 36-unit multi-family rental housing project in Orland for those with incomes at 30-60% AMI; 2) To support the development of a 35-unit permanent supportive housing project in Orland serving those with incomes at 30% AMI or less; and 3) To support the development of up to 60 units of multi-family rental housing in Willows to be developed by Community Housing Improvement Program (CHIP), with approximately 85% of units targeted to those with incomes at 30%-60% AMI and approximately 15% of units targeted to those with incomes at 80% AMI.

§302(c)(4)(B) Provide a description of the way the Local government will prioritize investments that increase the supply of housing for households with incomes at or below 60 percent of Area Median Income (AMI).

The County's three PLHA activities will yield 35 units of permanent supportive housing for those with incomes at or below 30% AMI and up to 95 units of multi-family rental housing for those with incomes at 30-60% AMI.

§302(c)(4)(C) Provide a description of how the Plan is consistent with the programs set forth in the Local Government's Housing Element.

The Plan to develop new multi-family affordable rental housing and new permanent supportive housing is consistent with the programs described in the County of Glenn's 2014-2019 Housing Element. These are: 1) Continue to work with the Community Housing Improvement Program (CHIP), or other for profit, or nonprofit corporations that provide similar services, to provide opportunities for low- and moderate-income households by assisting CHIP, or others in locating suitable sites; 2) Continue to apply for funding to assist in the continued support of homeless prevention strategies including housing support centers, improved access to supportive and employment services, funding for emergency shelters, transitional and supportive housing; and 3) The County shall apply for state and federal monies for direct support of low-income housing construction and rehabilitation.

Activities Detail (Activities Detail (Must Make a Selection on Formula Allocation Application worksheet under Eligible Activities, §301))

§301(a)(1) The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low-, very low-, low-, or moderate-income households, including necessary Operating subsidies.

§302(c)(4)(E)(i) Provide a description of how allocated funds will be used for each proposed Affordable Rental Housing Activity.

The PLHA funds will be used to make a gap loan for new construction of two multi-family affordable rental housing projects. One in Orland with 36-units and one in Willows with up to 60 units. Please note for the table below: Line 16 "Unmet share of the RHNA at AMI Level" and Line 17 "Projected Number of Households Served" are provided for the first year of each activity (2019 for Orland and 2022 for Willows). Though PLHA funds will be used for the Willows activity in Year 2023, a 0 is shown for Lines 16 and 17 as recommended by State HCD, in order to have the "Total" column be the correct amount for the activity.

Complete the table below for each proposed Affordable Rental Housing Activity to be funded with 2019-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the Activity as many times as needed to capture all of the AMI levels that will be assisted, but only show the percentage of annual funding allocated to the Activity one time (to avoid double counting).

Funding Allocation Year	2019	2019	2019	2022	2022	2022	2022	2023	2023	2023	2023				
§302(c)(4)(E)(i) Percentage of Funds Allocated for the Proposed Affordable Rental Housing Activity	100.00%			100.00%				100.00%							
§302(c)(4)(E)(ii) Area Median Income Level Served	30%	50%	60%	30%	50%	60%	80%	30%	50%	60%	80%				TOTAL
§302(c)(4)(E)(ii) Unmet share of the RHNA at the AMI Level	8	3	24	16	15	19	10	0	0	0	0				95
§302(c)(4)(E)(ii) Projected Number of Households Served	8	3	24	16	15	19	10	0	0	0	0				95

§302(c)(4)(E)(iv) Period of Affordability for the Proposed Affordable Rental Housing Activity (55 years required for rental housing projects)	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	
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§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity.
 Orland, 2019: The developer has site control, has an agreement with the Housing Authority of the County of Butte for Project-Based Section 8, and will be applying for Multifamily Housing Program funds in September 2020. Construction is anticipated to start in 2021. Willows, 2022-2023: The developer will be completing a financial analysis in 2020, will apply for Infill Infrastructure Grant funds in 2021 and will likely apply for TCAC once site control has been achieved. Construction is anticipated to start in 2023.

§301(a)(2) The predevelopment, development, acquisition, rehabilitation, and preservation of Affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of AMI, or 150 percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days.

§301(a)(3) Matching portions of funds placed into Local or Regional Housing Trust Funds.

§301(a)(4) Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.

§301(a)(5) Capitalized Reserves for Services connected to the preservation and creation of new permanent supportive housing.

§301(a)(6) Assisting persons who are experiencing or At risk of homelessness, including, but not limited to, providing rapid rehousing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.

§302(c)(4)(E)(i) Provide a description of how allocated funds will be used for the proposed Activity.

The PLHA funds will be used to make a gap loan for new construction of a 35-unit permanent supportive housing project in Orland serving those with incomes at 30% AMI or less. Please note for the table below: Line 81 "Unmet share of the RHNA at AMI Level" and Line 82 "Projected Number of Households Served" are provided only for the first year of the activity in Year 2020. A 0 is shown for Lines 81 and 82 for the second year of the activity, Year 2021, as recommended by State HCD, in order to have the "Total" column be the correct amount for the activity.

Complete the table below for each proposed Activity to be funded with 2019-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the Activity as many times as needed to capture all of the AMI levels that will be assisted, but only show the percentage of annual funding allocated to the Activity one time (to avoid double counting).

Funding Allocation Year	2020	2021														
Type of Activity for Persons Experiencing or At Risk of Homelessness	Permanent	Permanent														
§302(c)(4)(E)(i) Percentage of Funds Allocated for the Proposed Activity	100.00%	100.00%														
§302(c)(4)(E)(ii) Area Median Income Level Served	30%	30%														TOTAL
§302(c)(4)(E)(ii) Unmet share of the RHNA at AMI Level	35	0														35
§302(c)(4)(E)(ii) Projected Number of Households Served	35	0														35

§302(c)(4)(E)(iv) Period of Affordability for the Proposed Activity (55 years required for rental housing projects)	55	55												
§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity. The developer has site control, anticipates that the NEPA review will be complete in September 2020, and will apply for 9% TCAC in July 2021. Construction is anticipated to begin January 2022.														
§301(a)(7) Accessibility modifications in Lower-income Owner-occupied housing.														
§301(a)(8) Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.														
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File Name:	Plan Adoption		§302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content.										Attached and on USB?	Yes

Legislative and Congressional Information

Rev. 5/20/20

Provide the Legislative and Congressional information for the applicant and each activity location, (if different than applicant location), included in this application.

To locate or verify the Legislative and Congressional information, click on the respective links below and enter the applicant office location zip code, the activity location site zip code(s) (i.e. zip code(s) where activities are performed), and any additional activity location site(s), as applicable.

[California State Assembly](#)

[California State Senate](#)

[U.S. House of Representatives](#)

Applicant Office Location			
	District #	First Name	Last Name
State Assembly Member	3	James	Gallagher
State Senate Member	4	Jim	Nielsen
U.S. House of Representatives	3	John	Garamendi
Activity Location 1 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member	3	James	Gallagher
State Senate Member	4	Jim	Nielsen
U.S. House of Representatives	3	John	Garamendi
Activity Location 2 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 3 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 4 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 5 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 6 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 7 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 8 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 9 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 10 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 11 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 12 (if different from applicant location)			
	District #	First Name	Last Name

State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 13 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 14 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 15 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 16 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 17 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 18 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 20 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 21 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 22 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 23 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 24 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 25 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			

Application Development Team (ADT) Support Form

Rev. 5/20/20

Please complete the "yellow" cells in the form below and email a copy to: AppSupport@hcd.ca.gov. A member of the Application Development Team will respond to your request within ASAP.

Full Name:		Date Requested:		Application Version Date:	
Organization:		Email:		Contact Phone:	

Justification:

Issue #	Program Name &	Tab	Section	Cell#	Update/Comment	Urgency	ADT Status	Status Date
1								
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Local Government Recipient of PLHA Formula Allocation:		Orland							
Approximate PLHA Formula Allocation Amount:		\$92,529	Allowable Local Admin (5%):		\$4,626				
<p>Instructions: If the Local Government Recipient of the PLHA Formula Allocation delegated its PLHA formula allocation to a Local Housing Trust Fund or to another Local Government, the Applicant (for which information is required below) is the Local Housing Trust Fund or administering Local Government. The PLHA award will be made to the Applicant (upon meeting threshold requirements) and the Applicant is responsible for meeting all program requirements throughout the term of the Standard Agreement.</p> <p>The 302(c)(4) Plan template worksheet requires first choosing one or more of the Eligible Activities listed below. If "Yes" is clicked, the 302(c)(4) Plan worksheet opens a series of questions about what precise activities are planned. Some specific activities, such as providing downpayment assistance to lower-income households for acquisition of an affordable home, could be included under either Activity 2 or 9. Please only choose one of those Activities; don't list the downpayment assistance under both Activities.</p> <p>If the PLHA funds are used for the same Activity but for different Area Median Income (AMI) level, select the same Activity twice (or more times) and the different AMI level the Activity will serve. Please enter the percentage of funds allocated to the Activity in only the first Activity listing to avoid double counting the funding allocation.</p>									
Eligible Applicants §300									
<p>§300(a) and (b) Eligible Applicants for the entitlement and Non-entitlement formula component described in Section §100(b)(1) and (2) are limited to the metropolitan cities and urban counties allocated a grant for the federal fiscal year 2017 pursuant to the federal CDBG formula specified in 42 USC, Section §5306 and Non-entitlement local governments.</p>									
Applicant:		Glenn County, Community Action Department							
Address:		125 E Walker Street							
City:	Orland	State:	California	Zip:	95963	County:	Glenn		
<p>§300(d) Is Applicant delegated by another Local government to administer on its behalf its formula allocation of program funds?</p>							Yes		
<p>§300(d) If Applicant answered "Yes" above, has the Applicant attached the legally binding agreement required by §300 (c) and (d)?</p>							Yes		
File Name:	App1 Resolution	PLHA webpage for Resolution Document			Attached and on USB?	Yes			
File Name:	App1 Signature Block	Signature Block - upload in Microsoft Word Document			Attached and on USB?	Yes			
File Name:	App1 TIN	Taxpayer Identification Number Document			Attached and on USB?	Yes			
File Name:	Applicant Agreement	Legally binding agreement between Delegating and Administering Local Governments			Attached and on USB?	Yes			
Eligible Activities, §301									
§301(a) Eligible activities are limited to the following:						Included?			
§301(a)(1) The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to Extremely low-, Very low-, Low-, or Moderate-income households, including necessary operating subsidies.						<input checked="" type="checkbox"/> YES			
§301(a)(2) The predevelopment, development, acquisition, rehabilitation, and preservation of affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of AMI, or 150 percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days.						<input type="checkbox"/> YES			
§301(a)(3) Matching portions of funds placed into Local or Regional Housing Trust Funds.						<input type="checkbox"/> YES			
§301(a)(4) Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.						<input type="checkbox"/> YES			
§301(a)(5) Capitalized Reserves for services connected to the preservation and creation of new permanent supportive housing.						<input type="checkbox"/> YES			
§301(a)(6) Assisting persons who are experiencing or At-risk of homelessness, including, but not limited to, providing rapid re-housing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.						<input checked="" type="checkbox"/> YES			
§301(a)(7) Accessibility modifications in Lower-income Owner-occupied housing.						<input type="checkbox"/> YES			
§301(a)(8) Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.						<input type="checkbox"/> YES			
§301(a)(9) Homeownership opportunities, including, but not limited to, down payment assistance.						<input type="checkbox"/> YES			
§301(a)(10) Fiscal incentives made by a county to a city within the county to incentivize approval of one or more affordable housing Projects, or matching funds invested by a county in an affordable housing development Project in a city within the county, provided that the city has made an equal or greater investment in the Project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an affordable housing Project. Matching funds investments by both the county and the city also shall be a grant or low-interest deferred loan to the affordable housing Project.						<input type="checkbox"/> YES			
Threshold Requirements, §302									
§302(a) Housing Element compliance: Applicant or Delegating Local Government's Housing Element was adopted by the Local Government's governing body by the application deadline and subsequently determined to be in substantial compliance with state Housing Element Law pursuant to Government Code Section 65585.						Yes			
§302(b) Applicant or Delegating Local Government has submitted the current or prior year's Annual Progress Report to the Department of Housing and Community Development pursuant to Government Code Section 65400.						Yes			
§302(c)(2) Applicant certifies that submission of the application was authorized by the governing board of the Applicant.						Yes			
§302(c)(3) Applicant certifies that, if the Local Government proposes allocation of funds for any activity to another entity, the Local government's selection process had no conflicts of interest and was accessible to the public.						Yes			
§302(c)(4) Does the application include a Plan in accordance with §302(c)(4)?						Yes			
§302(c)(4)(D) Applicant certifies that the Plan was authorized and adopted by resolution by the Local Government and that the public had an adequate opportunity to review and comment on its content						Yes			
§302(c)(5) Applicant certifies that the Plan submitted is for a term of five years. Local Governments agree to inform the Department of changes made to the Plan in each succeeding year of the term of the Plan.						Yes			
§302(c)(6) Applicant certifies that it will ensure compliance with §302(c)(6) if funds are used for the acquisition, construction, or rehabilitation of for-sale housing projects or units within for-sale housing projects.						N/A			
§302(c)(7) Applicant certifies that it will ensure that the PLHA assistance is in the form of a low-interest, deferred loan to the Sponsor of the Project, if funds are used for the development of an Affordable Rental Housing Development. The loan shall be evidenced through a Promissory Note secured by a Deed of Trust.						Yes			
§302(c)(8) Has Applicant attached a program income reuse plan describing how repaid loans will be reused for eligible activities specified in Section 301?						Yes			
Administration									
Applicant agrees to adhere to §500, Accounting Records.						Yes			
Applicant agrees to adhere to §501, Audits/Monitoring of PLHA Files.						Yes			
Applicant agrees to adhere to §502, Cancellation/Termination.						Yes			
Applicant agrees to adhere to §503, Reporting.						Yes			
Certifications									
On behalf of the entity identified below, I certify that: The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct and I possess the legal authority to submit this application on behalf of the entity identified in the signature block.									
Christine Zoppi		Director							
Authorized Representative Printed Name		Title		Signature		Date			
Entity name:		Glenn County, Community Action Department		Phone Number: 530-934-1414					
Entity Address		125 E Walker Street		City	Orland	State	CA	Zip	95963

§302(c)(4) Plan

Rev. 5/20/20

§302(c)(4)(A) Describe the manner in which allocated funds will be used for eligible activities.

The City of Orland plans to use PLHA funds for three activities: 1) To support the development of Woodward Family Apartments, a 36-unit multi-family rental housing project in Orland for those with incomes at 30-60% AMI; 2) To support the development of a 35-unit permanent supportive housing project in Orland serving those with incomes at 30% AMI or less; and 3) To support the development of up to 60 units of multi-family rental housing in Willows to be developed by Community Housing Improvement Program (CHIP), with approximately 85% of units targeted to those with incomes at 30%-60% AMI and approximately 15% of units targeted to those with incomes at 80% AMI.

§302(c)(4)(B) Provide a description of the way the Local government will prioritize investments that increase the supply of housing for households with incomes at or below 60 percent of Area Median Income (AMI).

The City's three PLHA activities will yield 35 units of permanent supportive housing for those with incomes at or below 30% AMI and up to 95 units of multi-family rental housing for those with incomes at 30-60% AMI.

§302(c)(4)(C) Provide a description of how the Plan is consistent with the programs set forth in the Local Government's Housing Element.

The Plan to develop new multi-family affordable rental housing and new permanent supportive housing is consistent with the programs described in the City of Orland's 2014-2019 Housing Element. These are: 1) Coordinate with county, state, and federal resources and organizations to obtain any available sources of funding for the development of affordable housing units; 2) Allow for the transitional and supportive housing resources for homeless and nearly homeless persons as required by Senate Bill (SB) 2 and support the provision of services to address homeless needs; and 3) The City will work with housing providers to ensure that special housing needs are addressed for seniors, large families, female-headed households with children, persons with disabilities and developmental disabilities, extremely low-income households, and homeless individuals and families.

Activities Detail (Activities Detail (Must Make a Selection on Formula Allocation Application worksheet under Eligible Activities, §301))

§301(a)(1) The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low-, very low-, low-, or moderate-income households, including necessary Operating subsidies.

§302(c)(4)(E)(i) Provide a description of how allocated funds will be used for each proposed Affordable Rental Housing Activity.

The PLHA funds will be used to make a gap loan for new construction of two multi-family affordable rental housing projects. One in Orland with 36-units and one in Willows with up to 60 units. Please note for the table below: Line 16 "Unmet share of the RHNA at AMI Level" and Line 17 "Projected Number of Households Served" are provided for the first year of each activity (2019 for Orland and 2022 for Willows). Though PLHA funds will be used for the Willows activity in Year 2023, a 0 is shown for Lines 16 and 17 as recommended by State HCD, in order to have the "Total" column be the correct amount for the activity.

Complete the table below for each proposed Affordable Rental Housing Activity to be funded with 2019-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the Activity as many times as needed to capture all of the AMI levels that will be assisted, but only show the percentage of annual funding allocated to the Activity one time (to avoid double counting).

Funding Allocation Year	2019	2019	2019	2022	2022	2022	2022	2023	2023	2023	2023				
§302(c)(4)(E)(i) Percentage of Funds Allocated for the Proposed Affordable Rental Housing Activity	100.00%			100.00%				100.00%							
§302(c)(4)(E)(ii) Area Median Income Level Served	30%	50%	60%	30%	50%	60%	80%	30%	50%	60%	80%				TOTAL
§302(c)(4)(E)(ii) Unmet share of the RHNA at the AMI Level	8	3	24	16	15	19	10	0	0	0	0				95
§302(c)(4)(E)(ii) Projected Number of Households Served	8	3	24	16	15	19	10	0	0	0	0				95

§302(c)(4)(E)(iv) Period of Affordability for the Proposed Affordable Rental Housing Activity (55 years required for rental housing projects)	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	
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§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity.
 Orland, 2019: The developer has site control, has an agreement with the Housing Authority of the County of Butte for Project-Based Section 8, and will be applying for Multifamily Housing Program funds in September 2020. Construction is anticipated to start in 2021. Willows, 2022-2023: The developer will be completing a financial analysis in 2020, will apply for Infill Infrastructure Grant funds in 2021 and will likely apply for TCAC once site control has been achieved. Construction is anticipated to start in 2023.

§301(a)(2) The predevelopment, development, acquisition, rehabilitation, and preservation of Affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of AMI, or 150 percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days.

§301(a)(3) Matching portions of funds placed into Local or Regional Housing Trust Funds.

§301(a)(4) Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.

§301(a)(5) Capitalized Reserves for Services connected to the preservation and creation of new permanent supportive housing.

§301(a)(6) Assisting persons who are experiencing or At risk of homelessness, including, but not limited to, providing rapid rehousing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.

§302(c)(4)(E)(i) Provide a description of how allocated funds will be used for the proposed Activity.

The PLHA funds will be used to make a gap loan for new construction of a 35-unit permanent supportive housing project in Orland serving those with incomes at 30% AMI or less. Please note for the table below: Line 81 "Unmet share of the RHNA at AMI Level" and Line 82 "Projected Number of Households Served" are provided only for the first year of the activity in Year 2020. A 0 is shown for Lines 81 and 82 for the second year of the activity, Year 2021, as recommended by State HCD, in order to have the "Total" column be the correct amount for the activity.

Complete the table below for each proposed Activity to be funded with 2019-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the Activity as many times as needed to capture all of the AMI levels that will be assisted, but only show the percentage of annual funding allocated to the Activity one time (to avoid double counting).

Funding Allocation Year	2020	2021														
Type of Activity for Persons Experiencing or At Risk of Homelessness	Permanent	Permanent														
§302(c)(4)(E)(i) Percentage of Funds Allocated for the Proposed Activity	100.00%	100.00%														
§302(c)(4)(E)(ii) Area Median Income Level Served	30%	30%														TOTAL
§302(c)(4)(E)(ii) Unmet share of the RHNA at AMI Level	35	0														35
§302(c)(4)(E)(ii) Projected Number of Households Served	35	0														35

§302(c)(4)(E)(iv) Period of Affordability for the Proposed Activity (55 years required for rental housing projects)	55	55												
§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity. The developer has site control, anticipates that the NEPA review will be complete in September 2020, and will apply for 9% TCAC in July 2021. Construction is anticipated to begin January 2022.														
§301(a)(7) Accessibility modifications in Lower-income Owner-occupied housing.														
§301(a)(8) Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.														
§301(a)(9) Homeownership opportunities, including, but not limited to, down payment assistance.														
§301(a)(10) Fiscal incentives made by a county to a city within the county to incentivize approval of one or more affordable housing Projects, or matching funds invested by a county in an affordable housing development Project in a city within the county, provided that the city has made an equal or greater investment in the Project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an affordable housing Project. Matching funds investments by both the county and the city also shall be a grant or low-interest deferred loan to the affordable housing Project.														
File Name:	Plan Adoption	§302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content.										Attached and on USB?	Yes	

Legislative and Congressional Information

Rev. 5/20/20

Provide the Legislative and Congressional information for the applicant and each activity location, (if different than applicant location), included in this application.

To locate or verify the Legislative and Congressional information, click on the respective links below and enter the applicant office location zip code, the activity location site zip code(s) (i.e. zip code(s) where activities are performed), and any additional activity location site(s), as applicable.

[California State Assembly](#)

[California State Senate](#)

[U.S. House of Representatives](#)

Applicant Office Location			
	District #	First Name	Last Name
State Assembly Member	3	James	Gallagher
State Senate Member	4	Jim	Nielsen
U.S. House of Representatives	3	John	Garamendi
Activity Location 1 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member	3	James	Gallagher
State Senate Member	4	Jim	Nielsen
U.S. House of Representatives	3	John	Garamendi
Activity Location 2 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 3 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 4 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 5 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 6 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 7 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 8 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 9 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 10 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 11 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 12 (if different from applicant location)			
	District #	First Name	Last Name

State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 13 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 14 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 15 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 16 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 17 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 18 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 20 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 21 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 22 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 23 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 24 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 25 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			

Application Development Team (ADT) Support Form

Rev. 5/20/20

Please complete the "yellow" cells in the form below and email a copy to: AppSupport@hcd.ca.gov. A member of the Application Development Team will respond to your request within ASAP.

Full Name:		Date Requested:		Application Version Date:	
Organization:		Email:		Contact Phone:	

Justification:

Issue #	Program Name &	Tab	Section	Cell#	Update/Comment	Urgency	ADT Status	Status Date
1								
2								
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Permanent Local Housing Allocation (PLHA) Formula Allocation

2020 Application



**State of California
Governor, Gavin Newsom**

**Lourdes Castro Ramírez, Secretary
Business, Consumer Services and Housing Agency**

**Douglas R. McCauley, Acting Director
Department of Housing and Community Development**

Program Design and Implementation, PLHA Program
2020 West El Camino Avenue, Suite 150, Sacramento, CA 95833
PLHA Program Email: PLHA@hcd.ca.gov

Final Filing Date: April 27, 2020 through July 27, 2020 at 5 P.M. PST

Instructions

Rev. 5/20/20

When opening this file, a yellow banner at the top may appear with a button that says "Enable Content". It is essential that you click this box so that the macros are enabled. Enabling macros is necessary for full worksheet functionality. Macros do not work with Microsoft's Excel version for Apple Mac.

HCD will only accept applications through a postal carrier service such as U.S. Postal Service, UPS, FedEx or other carrier services that provide date stamp verification confirming delivery to HCD's office. A complete original application and an electronic copy on a USB flash drive with all applicable information must be received by HCD via postal carrier no later than 5:00 p.m. on:

Monday, July 27, 2020

Applications must be on the Department's forms and cannot be altered or modified by the Applicant. Excel forms must be in Excel format and unprotected, not a .pdf document. For application errors please fill out the Application Support worksheet and email the entire workbook to Application Support for application errors at AppSupport@hcd.ca.gov.

General Instructions (Additional instructions and guidance are given throughout the Supplemental Application in "red" text and in cell comments.

Guideline references are made with "\$" and the corresponding guideline section number.

"Yellow" cells are for Sponsor input. Failure to provide the required attachments and documentation may disqualify your application from consideration or may negatively impact your point score.

Required attachments are indicated in "orange" throughout the Supplemental Application. Failure to provide the required attachments and documentation may disqualify your application from consideration or may negatively impact your point score. Electronically attached files must use the naming convention in the Supplemental Application. For Example: "App1 Payee Data" for Sponsor 1 Payee Data Record/STD. 204.

Threshold items are indicated in "blue" cells.

"Red" shaded cells indicate the Sponsor has failed to meet a requirement of the program. Point cells in the Scoring worksheet shaded in "red" indicate that the Sponsor has failed to meet the minimum points required.

Sponsor must complete the following worksheets in the PLHA Formula Allocation Application.

Formula Allocation Application

302(c)(4) Plan

Legislative Contacts

Checklist

Binder Tab #	Threshold Requirement	Electronic File Name	Document Description	Included?
1	X	App1 Resolution	PLHA webpage for Resolution Document	Included
2	X	App1 Signature Block	Signature Block - upload in Microsoft Word Document	Included
3	X	App1 TIN	Taxpayer Identification Number Document	Included
4	X	Applicant Agreement	Legally binding agreement between Delegating and Administering Local Governments	Included
5		Plan Adoption	§302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content.	Included

Disclosure of Application (California Public Records Act Statutes of 1968 Chapter 1473): Information provided in the application will become a public record available for review by the public, pursuant to the California Public Records Act Statutes of 1968 Chapter 1473. As such, any materials provided will be disclosable to any person making a request under this Act. The Department cautions Applicants to use discretion in providing information not specifically requested, including but not limited to, bank accounts, personal phone numbers and home addresses. By providing this information to the Department, the Applicant is waiving any claim of confidentiality and consents to the disclosure of submitted material upon request."

Local Government Formula Allocation						Rev. 5/20/20			
Eligible Applicant Type:		Nonentitlement							
Local Government Recipient of PLHA Formula Allocation:		Willows							
Approximate PLHA Formula Allocation Amount:		\$93,631	Allowable Local Admin (5%):		\$4,681				
<p>Instructions: If the Local Government Recipient of the PLHA Formula Allocation delegated its PLHA formula allocation to a Local Housing Trust Fund or to another Local Government, the Applicant (for which information is required below) is the Local Housing Trust Fund or administering Local Government. The PLHA award will be made to the Applicant (upon meeting threshold requirements) and the Applicant is responsible for meeting all program requirements throughout the term of the Standard Agreement.</p> <p>The 302(c)(4) Plan template worksheet requires first choosing one or more of the Eligible Activities listed below. If "Yes" is clicked, the 302(c)(4) Plan worksheet opens a series of questions about what precise activities are planned. Some specific activities, such as providing downpayment assistance to lower-income households for acquisition of an affordable home, could be included under either Activity 2 or 9. Please only choose one of those Activities; don't list the downpayment assistance under both Activities.</p> <p>If the PLHA funds are used for the same Activity but for different Area Median Income (AMI) level, select the same Activity twice (or more times) and the different AMI level the Activity will serve. Please enter the percentage of funds allocated to the Activity in only the first Activity listing to avoid double counting the funding allocation.</p>									
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Address:		125 E Walker Street							
City:	Orland	State:	California	Zip:	95963	County:	Glenn		
<p>§300(d) Is Applicant delegated by another Local government to administer on its behalf its formula allocation of program funds?</p>							Yes		
<p>§300(d) If Applicant answered "Yes" above, has the Applicant attached the legally binding agreement required by §300 (c) and (d)?</p>							Yes		
File Name:	App1 Resolution	PLHA webpage for Resolution Document			Attached and on USB?	Yes			
File Name:	App1 Signature Block	Signature Block - upload in Microsoft Word Document			Attached and on USB?	Yes			
File Name:	App1 TIN	Taxpayer Identification Number Document			Attached and on USB?	Yes			
File Name:	Applicant Agreement	Legally binding agreement between Delegating and Administering Local Governments			Attached and on USB?	Yes			
Eligible Activities, §301									
§301(a) Eligible activities are limited to the following:						Included?			
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§301(a)(4) Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.						<input type="checkbox"/> YES			
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§301(a)(7) Accessibility modifications in Lower-income Owner-occupied housing.						<input type="checkbox"/> YES			
§301(a)(8) Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.						<input type="checkbox"/> YES			
§301(a)(9) Homeownership opportunities, including, but not limited to, down payment assistance.						<input type="checkbox"/> YES			
§301(a)(10) Fiscal incentives made by a county to a city within the county to incentivize approval of one or more affordable housing Projects, or matching funds invested by a county in an affordable housing development Project in a city within the county, provided that the city has made an equal or greater investment in the Project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an affordable housing Project. Matching funds investments by both the county and the city also shall be a grant or low-interest deferred loan to the affordable housing Project.						<input type="checkbox"/> YES			
Threshold Requirements, §302									
§302(a) Housing Element compliance: Applicant or Delegating Local Government's Housing Element was adopted by the Local Government's governing body by the application deadline and subsequently determined to be in substantial compliance with state Housing Element Law pursuant to Government Code Section 65585.						Yes			
§302(b) Applicant or Delegating Local Government has submitted the current or prior year's Annual Progress Report to the Department of Housing and Community Development pursuant to Government Code Section 65400.						Yes			
§302(c)(2) Applicant certifies that submission of the application was authorized by the governing board of the Applicant.						Yes			
§302(c)(3) Applicant certifies that, if the Local Government proposes allocation of funds for any activity to another entity, the Local government's selection process had no conflicts of interest and was accessible to the public.						Yes			
§302(c)(4) Does the application include a Plan in accordance with §302(c)(4)?						Yes			
§302(c)(4)(D) Applicant certifies that the Plan was authorized and adopted by resolution by the Local Government and that the public had an adequate opportunity to review and comment on its content						Yes			
§302(c)(5) Applicant certifies that the Plan submitted is for a term of five years. Local Governments agree to inform the Department of changes made to the Plan in each succeeding year of the term of the Plan.						Yes			
§302(c)(6) Applicant certifies that it will ensure compliance with §302(c)(6) if funds are used for the acquisition, construction, or rehabilitation of for-sale housing projects or units within for-sale housing projects.						N/A			
§302(c)(7) Applicant certifies that it will ensure that the PLHA assistance is in the form of a low-interest, deferred loan to the Sponsor of the Project, if funds are used for the development of an Affordable Rental Housing Development. The loan shall be evidenced through a Promissory Note secured by a Deed of Trust.						Yes			
§302(c)(8) Has Applicant attached a program income reuse plan describing how repaid loans will be reused for eligible activities specified in Section 301?						Yes			
Administration									
Applicant agrees to adhere to §500, Accounting Records.						Yes			
Applicant agrees to adhere to §501, Audits/Monitoring of PLHA Files.						Yes			
Applicant agrees to adhere to §502, Cancellation/Termination.						Yes			
Applicant agrees to adhere to §503, Reporting.						Yes			
Certifications									
On behalf of the entity identified below, I certify that: The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct and I possess the legal authority to submit this application on behalf of the entity identified in the signature block.									
Christine Zoppi		Director							
Authorized Representative Printed Name		Title		Signature		Date			
Entity name:		Glenn County, Community Action Department		Phone Number: 530-934-1414					
Entity Address		125 E Walker Street		City	Orland	State	CA	Zip	95963

§302(c)(4) Plan

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§302(c)(4)(A) Describe the manner in which allocated funds will be used for eligible activities.
 The City of Willows plans to use PLHA funds for three activities: 1) To support the development of Woodward Family Apartments, a 36-unit multi-family rental housing project in Orland for those with incomes at 30-60% AMI; 2) To support the development of a 35-unit permanent supportive housing project in Orland serving those with incomes at 30% AMI or less; and 3) To support the development of up to 60 units of multi-family rental housing in Willows to be developed by Community Housing Improvement Program (CHIP), with approximately 85% of units targeted to those with incomes at 30%-60% AMI and approximately 15% of units targeted to those with incomes at 80% AMI.

§302(c)(4)(B) Provide a description of the way the Local government will prioritize investments that increase the supply of housing for households with incomes at or below 60 percent of Area Median Income (AMI).
 The City's three PLHA activities will yield 35 units of permanent supportive housing for those with incomes at or below 30% AMI and up to 95 units of multi-family rental housing for those with incomes at 30-60% AMI.

§302(c)(4)(C) Provide a description of how the Plan is consistent with the programs set forth in the Local Government's Housing Element.
 The Plan to develop new multi-family affordable rental housing and new permanent supportive housing is consistent with the programs described in the City of Willows 2014-2019 Housing Element. These programs are: 1. Partnering with, and providing financial assistance to, a developer interested in developing affordable housing; 2. Assisting in the development of affordable housing by continuing to work with entities such as Community Housing Improvement Program (CHIP) in support of the application for funds and the identification of appropriate sites for potential development of units affordable to extremely low-, very low-, and low-income households; 3. Encourage the development of housing affordable to extremely low-income households by continuing to work with the private sector, nonprofit agencies, and to secure funds through state and federal programs for development of new lower-income housing; and 4. Meet special housing needs through a combination of regulatory incentives, zoning standards, new housing construction programs, and supportive services programs.

Activities Detail (Activities Detail (Must Make a Selection on Formula Allocation Application worksheet under Eligible Activities, §301))

§301(a)(1) The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low-, very low-, low-, or moderate-income households, including necessary Operating subsidies.

§302(c)(4)(E)(i) Provide a description of how allocated funds will be used for each proposed Affordable Rental Housing Activity.
 The PLHA funds will be used to make a gap loan for new construction of two multi-family affordable rental housing projects. One in Orland with 36-units and one in Willows with up to 60 units. Please note for the table below: Line 16 "Unmet share of the RHNA at AMI Level" and Line 17 "Projected Number of Households Served" are provided for the first year of each activity (2019 for Orland and 2022 for Willows). Though PLHA funds will be used for the Willows activity in Year 2023, a 0 is shown for Lines 16 and 17 as recommended by State HCD, in order to have the "Total" column be the correct amount for the activity.

Complete the table below for each proposed Affordable Rental Housing Activity to be funded with 2019-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the Activity as many times as needed to capture all of the AMI levels that will be assisted, but only show the percentage of annual funding allocated to the Activity one time (to avoid double counting).

Funding Allocation Year	2019	2019	2019	2022	2022	2022	2022	2023	2023	2023	2023				
§302(c)(4)(E)(i) Percentage of Funds Allocated for the Proposed Affordable Rental Housing Activity	100.00%			100.00%				100.00%							
§302(c)(4)(E)(ii) Area Median Income Level Served	30%	50%	60%	30%	50%	60%	80%	30%	50%	60%	80%				TOTAL
§302(c)(4)(E)(ii) Unmet share of the RHNA at the AMI Level	8	3	24	16	15	19	10	0	0	0	0				95
§302(c)(4)(E)(ii) Projected Number of Households Served	8	3	24	16	15	19	10	0	0	0	0				95

§302(c)(4)(E)(iv) Period of Affordability for the Proposed Affordable Rental Housing Activity (55 years required for rental housing projects)	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	
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§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity.
 Orland, 2019: The developer has site control, has an agreement with the Housing Authority of the County of Butte for Project-Based Section 8, and will be applying for Multifamily Housing Program funds in September 2020. Construction is anticipated to start in 2021. Willows, 2022-2023: The developer will be completing a financial analysis in 2020, will apply for Infill Infrastructure Grant funds in 2021 and will likely apply for TCAC once site control has been achieved. Construction is anticipated to start in 2023.

§301(a)(2) The predevelopment, development, acquisition, rehabilitation, and preservation of Affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of AMI, or 150 percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days.

§301(a)(3) Matching portions of funds placed into Local or Regional Housing Trust Funds.

§301(a)(4) Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.

§301(a)(5) Capitalized Reserves for Services connected to the preservation and creation of new permanent supportive housing.

§301(a)(6) Assisting persons who are experiencing or At risk of homelessness, including, but not limited to, providing rapid rehousing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.

§302(c)(4)(E)(i) Provide a description of how allocated funds will be used for the proposed Activity.

The PLHA funds will be used to make a gap loan for new construction of a 35-unit permanent supportive housing project in Orland serving those with incomes at 30% AMI or less. Please note for the table below: Line 81 "Unmet share of the RHNA at AMI Level" and Line 82 "Projected Number of Households Served" are provided only for the first year of the activity in Year 2020. A 0 is shown for Lines 81 and 82 for the second year of the activity, Year 2021, as recommended by State HCD, in order to have the "Total" column be the correct amount for the activity.

Complete the table below for each proposed Activity to be funded with 2019-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the Activity as many times as needed to capture all of the AMI levels that will be assisted, but only show the percentage of annual funding allocated to the Activity one time (to avoid double counting).

Funding Allocation Year	2020	2021														
Type of Activity for Persons Experiencing or At Risk of Homelessness	Permanent	Permanent														
§302(c)(4)(E)(i) Percentage of Funds Allocated for the Proposed Activity	100.00%	100.00%														
§302(c)(4)(E)(ii) Area Median Income Level Served	30%	30%														TOTAL
§302(c)(4)(E)(ii) Unmet share of the RHNA at AMI Level	35	0														35
§302(c)(4)(E)(ii) Projected Number of Households Served	35	0														35

§302(c)(4)(E)(iv) Period of Affordability for the Proposed Activity (55 years required for rental housing projects)	55	55												
§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity. The developer has site control, anticipates that the NEPA review will be complete in September 2020, and will apply for 9% TCAC in July 2021. Construction is anticipated to begin January 2022.														
§301(a)(7) Accessibility modifications in Lower-income Owner-occupied housing.														
§301(a)(8) Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.														
§301(a)(9) Homeownership opportunities, including, but not limited to, down payment assistance.														
§301(a)(10) Fiscal incentives made by a county to a city within the county to incentivize approval of one or more affordable housing Projects, or matching funds invested by a county in an affordable housing development Project in a city within the county, provided that the city has made an equal or greater investment in the Project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an affordable housing Project. Matching funds investments by both the county and the city also shall be a grant or low-interest deferred loan to the affordable housing Project.														
File Name:	Plan Adoption		§302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content.										Attached and on USB?	Yes

Legislative and Congressional Information

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Provide the Legislative and Congressional information for the applicant and each activity location, (if different than applicant location), included in this application.

To locate or verify the Legislative and Congressional information, click on the respective links below and enter the applicant office location zip code, the activity location site zip code(s) (i.e. zip code(s) where activities are performed), and any additional activity location site(s), as applicable.

[California State Assembly](#)

[California State Senate](#)

[U.S. House of Representatives](#)

Applicant Office Location			
	District #	First Name	Last Name
State Assembly Member	3	James	Gallagher
State Senate Member	4	Jim	Nielsen
U.S. House of Representatives	3	John	Garamendi
Activity Location 1 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member	3	James	Gallagher
State Senate Member	4	Jim	Nielsen
U.S. House of Representatives	3	John	Garamendi
Activity Location 2 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 3 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 4 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 5 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 6 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 7 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 8 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 9 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 10 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 11 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 12 (if different from applicant location)			
	District #	First Name	Last Name

State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 13 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 14 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 15 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 16 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 17 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 18 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 20 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 21 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 22 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 23 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 24 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 25 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			

Application Development Team (ADT) Support Form

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Please complete the "yellow" cells in the form below and email a copy to: AppSupport@hcd.ca.gov. A member of the Application Development Team will respond to your request within ASAP.

Full Name:		Date Requested:		Application Version Date:	
Organization:		Email:		Contact Phone:	

Justification:

Issue #	Program Name &	Tab	Section	Cell#	Update/Comment	Urgency	ADT Status	Status Date
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