

§302(c)(4) Plan

Rev. 02/01/24

§302(c)(4)(A) Describe the manner in which allocated funds will be used for eligible activities.
 The City of Pasadena will use PLHA funds for the following activities: 1) to provide operating reserves subsidy to existing permanent supportive housing developments serving Extremely Low Income households; 2) to provide rental assistance to households at risk of experiencing homelessness; 3) to provide supplemental funding to the City's ADU program, which will either provide short-term loans for the predevelopment and construction of ADUS that are rented exclusively to the City's rental assistance clients or assist low-income homeowners rehabilitate existing ADUs; and 4) to provide funds for the operation of a safe parking program for households currently experiencing homelessness and living in their vehicles.

§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 operating reserves will be committed to permanent supportive housing developments, where residents earn little or no income. The rental assistance will be provided to households earning 30% of AMI (or less). The safe parking program will provide parking to households currently experiencing homelessness. Finally, the City will require that ADU landlords constructing new ADUs rent to its rental assistance clients, so all of the ADUs constructed with PLHA funding will be rented to households earning less than 60% of 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 is consistent with several of the goals included in the City's Local Housing Element, including: 1) Facilitating a mix of household income and affordability levels in residential projects; 2) Supporting the provision of rental assistance for residents earning lower incomes; and 3) providing adequate housing opportunities and support services for people in need of emergency, transitional, or supportive housing.

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 detailed and complete description of how allocated funds will be used for each proposed Affordable Rental Housing Activity.
 Operating subsidy will be provided to an existing permanent supportive housing development to ensure that the project can continue to operate with a high standard of maintenance and offer excellent supportive housing for residents.

Complete the table below for each proposed Affordable Rental Housing Activity to be funded with 2020-2023 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	2022	2023											
§302(c)(4)(E)(i) Percentage of Funds Allocated for the Proposed Affordable Rental Housing Activity	10%	10%	15%	10%											
§302(c)(4)(E)(ii) Area Median Income Level Served	30%	30%	30%	30%											TOTAL
§302(c)(4)(E)(ii) Unmet share of the RHNA at the AMI Level <i>Note: complete for years 2020, 2021, 2022 only</i>	608	608	608	608											2432
§302(c)(4)(E)(ii) Projected Number of Households Served	142	142	142	142											568
§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

§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity.
 The City will review the current operating budget with project operator(s) after funding is awarded in order to determine how best to deploy the additional City subsidy. A funding agreement will be executed; estimated timeframe is Summer 2024.

§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.

§302(c)(4)(E)(i) Provide a detailed and complete description of how allocated funds will be used for each proposed Affordable Rental and Ownership Housing Activity.
 Enter Percentage of Funds Allocated for Affordable Owner-occupied Workforce Housing **0%**

The City will also use its PLHA funds to supplement its ADU Program, which will provide predevelopment and constructions financing to households constructing new ADUs that will be rented to recipients of the City's Rental Assistance program.

Complete the table below for each proposed Affordable Rental and Ownership Housing Activity to be funded with 2020-2023 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	2022	2023											
Type of Affordable Housing Activity	ADU	ADU	ADU	ADU											

Attachment E: Amended Five-Year Plan

§302(c)(4)(E)(i) Percentage of Funds Allocated for Each Affordable Housing Activity	65%	65%	55%	30%															
§302(c)(4)(E)(ii) Area Median Income Level Served	60%	60%	60%	60%														TOTAL	
§302(c)(4)(E)(ii) Unmet share of the RHNA at AMI Level Note: complete for years 2020, 2021, 2022 only	608	608	608	608														2432	
§302(c)(4)(E)(ii) Projected Number of Households Served	5	4	3	2														14	
§302(c)(4)(E)(iv) Period of Affordability for the Proposed Activity (55 years required for rental housing projects)	5	5	5	5															
§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of each Affordable Rental and Ownership Housing project. The ADU program was previously operated on a "pilot" basis, so guidelines and applications have been developed. The City is working to finalize its Standard Agreement with HCD for another source of funding for the ADU Program (CalHOME). Once Standard Agreements are executed for both funding sources (PLHA and CalHOME), the City will begin accepting applications. Current estimated timeframe is Summer 2024.																			
§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 detailed and complete description of how allocated funds will be used for the proposed Activity. The PLHA funding will be used in two ways for the proposed activity. First, it will be used to provide Rental Assistance to households at risk of experiencing homelessness. Secondly, it will be used to support the operations of a safe parking lot, which will provide a place for households currently experiencing homelessness and residing in their vehicles to safely park and sleep. Access will also be provided to portable restrooms and case management services.																			
Complete the table below for each proposed Activity to be funded with 2020-2023 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	2022	2023	2020	2023													
Type of Activity for Persons Experiencing or At Risk of Homelessness	Safe Parking	Safe Parking	Safe Parking	Safe Parking	Rental Assistance	Rental Assistance													
§302(c)(4)(E)(i) Percentage of Funds Allocated for the Proposed Activity	10%	20%	25%	25%	15%	30%													
§302(c)(4)(E)(ii) Area Median Income Level Served	30%	30%	30%	30%	30%	30%												TOTAL	
§302(c)(4)(E)(ii) Unmet share of the RHNA at AMI Level Note: complete for years 2020, 2021, 2022 only	608	608	608	608	608	608												3648	
§302(c)(4)(E)(ii) Projected Number of Households Served	25	25	25	25	9	9												118	
§302(c)(4)(E)(iv) Period of Affordability for the Proposed Activity (55 years required for rental housing projects)	N/A	N/A	N/A	N/A	N/A	N/A													
§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity. Once funding has been awarded, the City will work with an operator to identify a safe parking location; estimated timeline for beginning this activity is Summer 2024. The City has identified a total of 22 residents residing in properties with expiring Density Bonus covenants. Currently, 12 households have applied for and received rental assistance from other City programs and one has purchased a property through the City's affordable homeownership program. The City is working with the other nine (9) households to identify other affordable housing opportunities. PLHA funding will be available as needed to provide short-term rental assistance to these households. Covenants on these Density Bonus properties began expiring in Spring 2023; the rental assistance program is ongoing.																			
§301(a)(9) Homeownership opportunities, including, but not limited to, down payment assistance.																			
§302(c)(4)(E)(i) Provide a detailed and complete description of how allocated funds will be used for the proposed Activity. City used Calendar Year 2019 PLHA funding to provide seven (7) households with downpayment assistance. No further downpayment assistance is proposed.																	Enter Percentage of Funds Allocated for Affordable Owner-occupied Workforce Housing (AOWH)		0%
Complete the table below for each proposed Activity to be funded with 2020-2023 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).																			

Attachment E: Amended Five-Year Plan

Funding Allocation Year															
Type of Homeowner Assistance															
§302(c)(4)(E)(i) Percentage of Funds Allocated for the Proposed Activity															
§302(c)(4)(E)(ii) Area Median Income Level Served															TOTAL
§302(c)(4)(E)(ii) Unmet share of the RHNA at AMI Level Note: complete for years 2020, 2021, 2022 only															0
§302(c)(4)(E)(ii) Projected Number of Households Served															0
§302(c)(4)(E)(iv) Period of Affordability for the Proposed Activity															
§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity.															
N/A															
File Name:	Plan Adoption Reso		§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.										Uploaded to HCD?	Yes	

Total Percentage of Funds Allocated Calculator (2020 - 2023)

2020 Allocation	
Admin	0%
Funds Allocated	100%
Total Percentage of Funds Allocated for 2020	100%

2021 Allocation	
Admin	5%
Funds Allocated	95%
Total Percentage of Funds Allocated for 2021	100%

2022 Allocation	
Admin	5%
Funds Allocated	95%
Total Percentage of Funds Allocated for 2022	100%

2023 Allocation	
Admin	5%
Funds Allocated	95%
Total Percentage of Funds Allocated for 2023	100%