

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

The County of Mendocino will use funds allocated through the PLHA program to fund renovations, operating subsidies, and case management services at Live Oak Apartments, a County-owned multi-family housing facility which was previously a motel and serves individuals who are homeless or at risk of becoming homeless. The County of Mendocino purchased Live Oak Apartments in November 2020 using Project Homekey grant funding and proceeded to complete renovations over the next five months, with residents beginning to occupy the facility in April 2021. Live Oak Apartments contains 54 studio-style apartments and serves individuals who are homeless and up to 60% AMI and those at risk of homelessness who are up to 30% AMI.

Funding from the 2019 and 2020 PLHA allocations will fund facility renovation costs, including unit renovations to install kitchenettes and second sinks, replace flooring, and add adjoining doors to four rooms to allow flexibility for larger families; interior and exterior ADA improvements, in both units and common areas; the decommissioning and filling of the on-site pool; the installation of a bike storage facility and outdoor gazebo; and the installation of rooftop photovoltaic solar panels and a shade structure with photovoltaic solar panels over the northern parking area.

Funding from the 2021, 2022, and 2023 PLHA allocations will be used to fund the 2.0 FTE on-site Case Managers and a 0.5 FTE Case Manager Supervisor, along with providing an operating subsidy for the facility. On-site Case Managers work with residents to support their efforts to achieve personal goals which help residents avoid a return to homelessness and prepare to secure more traditional housing options. The facility operating subsidy will help defray facility costs and bridge any operational funding shortfalls.

**§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).

By investing PLHA funds in Live Oak Apartments, the County of Mendocino prioritizes investments for individuals under 60% AMI by ensuring that the 54 units of housing available in Live Oak Apartments are suitable for their occupants and have sufficient funding to sustain operations and provide case management services to prevent residents from returning to homelessness. For many residents of Live Oak Apartments, their long term goal is to transition to a more traditional form of housing; the case management services at Live Oak focus on helping residents achieve personal goals which support this plan, such as obtaining or reobtaining a driver's license, establishing a post office box, securing benefits to which they are already entitled like CalFresh or Social Security, securing rental subsidies through HUD housing programs, and building life skills like maintaining a cleanly living space and learning how to cook. In doing so, these residents work toward transitioning to a more traditional living situation, and by facilitating these transitions, the County encourages the turnover of units which then become available for others in the target population who are on the waiting list.

**§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 activities proposed by the County of Mendocino align with the following Policies and Actions of the Mendocino County Housing Element:

*Action 3.1a: Work with developers to include a variety of housing types, such as smaller single-family homes, second units, duplexes, and multi-family units, including rental units for lower-income large families and developments exceeding ten residential units, during pre-subdivision consultation and through the Inclusionary Housing development planning process. Consider development incentives such as reduced setbacks, density bonuses, fee assistance, etc.*

The purchase, renovation, and continued operation of Live Oak Apartments represents a novel housing type concept which previously did not exist in Mendocino County, offering studio-style apartments to community members suffering from or at risk of homelessness. The County is also partnering with a local housing provider, Rural Communities Housing Development Corporation (RCHDC) as a property management provider for the facility.

*Action 4.3d Provide planning assistance to address homelessness in the County by: Working with Mendocino County's "Continuum of Care Plan" to address homelessness by assisting, when practical, to develop shelters, transitional, and permanent supportive housing for homeless residents in the County.*

The County of Mendocino's efforts to purchase and maintain Live Oak Apartments demonstrate a significant commitment of County resources towards addressing homelessness by providing housing specifically oriented towards this population. The project is direct alignment with Goals 1.1 of the CoC's Strategic Plan to Address Homelessness. Goal 1.1. of the Strategic Plan states the community's commitment to "source new housing opportunities of all types whenever possible." This Strategic Plan to Address Homelessness has been endorsed by the Mendocino County Board of Supervisors.

*Policy 5.1 Promote energy and water conservation and efficiency in new development and rehabilitation of housing.*

The County of Mendocino's decision to pursue and fund solar panel installation at Live Oak Apartments demonstrates a commitment to energy conservation during continued facility operations.

*Action 6.2d Identify and pursue Federal, State, local, and private funding sources to expand the County's rehabilitation loan program for income-eligible households and to provide funds for acquisition/rehabilitation of affordable housing.*

The County of Mendocino's efforts to pursue funding to support Live Oak Apartments represent funding for the acquisition and rehabilitation of units which are now affordable housing.

**§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.

Allocated funds from years 2019 and 2020 will be used to fund facility renovations including the installation of second sinks and kitchenettes and flooring replacement in each unit; ADA upgrades in ADA-compliant rooms, common areas, and the facility exterior; the decommissioning and filling of the on-site pool; the installation of a bike storage facility, and the installation of solar panels on the rooftop and on top of a new shade structure located over the site's northernmost parking area.

Forty percent of allocated funds from years 2021, 2022, and 2023 will be used as a facility operating subsidy, helping to bridge funding shortfalls and ensure that a variety of programs and services are available for residents.

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	2020	2021	2022	2023
<b>§302(c)(4)(E)(i)</b> Percentage of Funds Allocated for the Proposed Affordable Rental Housing Activity	100.0%	100.0%	40.0%	40.0%	40.0%
<b>§302(c)(4)(E)(ii)</b> Area Median Income Level Served	60%	60%	60%	60%	60%

<b>§302(c)(4)(E)(ii)</b> Unmet share of the RHNA at the AMI Level <b>Note: complete for year 2019 &amp; 2020 only</b>	782	728	N/A	N/A	N/A
<b>§302(c)(4)(E)(ii)</b> Projected Number of Households Served	0	60	60	60	60
<b>§302(c)(4)(E)(iv)</b> Period of Affordability for the Proposed Affordable Rental Housing Activity ( <b>55 years required for rental housing projects</b> )	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.

Given the aggressive timeline required by Project Homekey to achieve occupancy, the County of Mendocino has completed renovations to 35 of the 54 units in the facility, along with ADA-improvements to ADA rooms, common areas, and the facility exterior during Phase I of the project renovation activities. Phase II will consist of completing renovations in the remaining 19 rooms to allow them to serve as either transitional or permanent housing units, erecting a gazebo in the smoking area, constructing a bike storage facility, installing a shade structure above the northern row of parking spaces, and installing solar panels on the facility roof and shade structure. The remaining activities will include soliciting and selecting a contractor for the renovations not yet complete and accessing the operating subsidy as needed. The remaining renovation activities are anticipated to occur on the following schedule:

August-September 2021: Finalize remaining design and solicit bids from qualified contractors

September-October 2021: Receive project bids and select a Phase II renovation contractor

October 2021-February 2021: Complete Phase II renovations

July 2021-June 2024: Utilize operating subsidy

**§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.

During the 2021, 2022, and 2023 allocation years, the County of Mendocino will utilize PLHA funds to provide on-site case management services for residents of Live Oak Apartments to provide support as these residents work to achieve goals which will help them develop necessary life skills to eventually transition to a more traditional form of housing. Case management services will be provided by 2.0 FTE on-site Case Managers and a 0.5 FTE Case Manager Supervisor. Case management activities will be personalized to the goals set by each resident; in most cases, residents of Live Oak Apartments come to the facility with an existing case manager assigned through other programs for which the resident is already eligible. The Live Oak case manager will work in tandem with the existing case manager to provide support in reaching these goals. Resident goals typically include activities such as securing proof of identification like a driver's license or birth certificate, obtaining eyeglasses or other medical devices like dentures, establishing an address via a Post Office Box, accessing monthly benefits like social security or veteran's benefits, smoking cessation, employment classes, or learning other necessary life skills to prevent a return to homelessness.

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	2021	2022	2023
Type of Activity for Persons Experiencing or At Risk of Homelessness	Supportive/Case Management Services	Supportive/Case Management Services	Supportive/Case Management Services

<b>§302(c)(4)(E)(i)</b> Percentage of Funds Allocated for the Proposed Activity	60.00%	60.00%	60.00%
<b>§302(c)(4)(E)(ii)</b> Area Median Income Level Served	30%	30%	30%
<b>§302(c)(4)(E)(ii)</b> Unmet share of the RHNA at AMI Level <b>Note: complete for year 2019 &amp; 2020 only</b>	N/A	N/A	N/A
<b>§302(c)(4)(E)(ii)</b> Projected Number of Households Served	27	27	27
<b>§302(c)(4)(E)(iv)</b> Period of Affordability for the Proposed Activity ( <b>55 years required for rental housing projects</b> )	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.

As on-site case managers are already in place, currently funded through a temporary operating subsidy provided by the Project Homekey grant program, case management services will continue uninterrupted following the receipt of PLHA funding. Case Management services will be provided to residents on a continuous basis and specific case management activities and their frequency will be determined by the needs and goals of each individual resident.