

## **2019-2020 Annual Plan Substantial Amendment**

### **Introduction**

This is an Amendment to the City of San Mateo's 2019-20 Annual Plan that was originally submitted to the Department of Housing and Urban Development (HUD) in June 2019.

In accordance with the City's Community Participation Plan, any revisions to the Annual Plan that includes the addition of a new project or activity or a change in funding by more than 50%, requires an amendment to the Plan. This amendment is to reflect the change in the City's budget to increase the total budget for Community Funding by \$439,938 due to funding provided to the City through the Coronavirus Aid, Relief, and Economic Security Act (CARES Act).

### **CDBG Program**

The City has an allocation of \$439,938 from the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). This will be used to augment the existing Community Funding, which was budgeted at \$142,000 for the 2019-2020 program year. This substantial increase in program funding requires the plan to be amended.

The following are the revised texts to the 2019-20 Annual Plan.

- 1) AP 5 Executive Summary
  - a. Introduction – add language “This fiscal year is unique in its strategies due to the emergence of the COVID-19 pandemic. The city has had a new source of CDBG funding but also an influx of new challenges that have risen directly from the effects of the virus. Additional public outreach meetings have been held and additional programs have been funded to aptly respond to these new emerging concerns.”
  - b. Public Outreach – add language “Comments from partner organizations thanked the City for their support and talked about how they planned to mobilize new funding in response to the COVID-19 epidemic.”
- 2) AP 10 Consultation
  - a. Table 2 add entries:

|  |   |
|--|---|
| <b>Agency/Group/Organization</b>   | Childcare Coordinating Council of San Mateo County (4Cs)  |
| <b>Agency/Group/Organization Type</b>  | Services-Children<br>Regional organization  |
| <b>What section of the Plan was addressed by Consultation?</b>   | Childcare   |
| <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | A letter sent from 4C dated April 20, 2020 sent to the City Council requested that the city consider the critical need for assistance for childcare providers in the County that have had to cease operations during the COVID-19 crisis. |

|  |  |
|--|--|
| <b>Agency/Group/Organization</b>   | SAMARITAN HOUSE  |
| <b>Agency/Group/Organization Type</b>  | Services - Housing<br>Regional organization  |
| <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Basic Human Needs   |
| <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | A letter sent from the Samaritan House described the exponentially increased demand of food, housing, and financial assistance to low/mod-income families due to the spread of COVID-19. |

### 3) AP 12 Participation

#### a. Add entries

- i. April 29, 2020 Special meeting of Community Relations Commission, hearing for the draft Annual Plan, and Amendments to the Consolidated Plan and Community Participation Plan
- ii. May 18, 2020 - Regular meeting of City Council, approval of Annual Plan for submission to HUD
- iii. July 20, 2020 – Regular meeting of City Council, approval of amendments to move CARES Act funding to Annual Plan 2019-2020 from Annual Plan 2020-2021

#### b. Outreach table add entries:

|                |                              |   |   |     |
|----------------|------------------------------|---|---|-----|
| Public Meeting | Non-targeted/broad community | April 29, 2020. Several members of the community, representatives from local non-profits, and other stakeholders called in to listen to the special meeting of the Community Relations Commission. A summary of community member comments is included here, and comments from other stakeholders is included in the consultation section of the plan. | An email from HIP Housing thanked the City for their continued support and described an increased demand for rental and basic necessity assistance due to the spread of COVID-19. A representative from Samaritan House spoke to the commission to describe the recent updates regarding the COVID-19 pandemic and how their organization requires additional resources to be able to fulfill the new service need in response. | n/a |
| Public Meeting | Non-targeted/broad community | Regular meeting of the City Council on May 18, 2020. The Annual Action Plan was approved for submission to HUD.   | No comments received.   | n/a |
| Public Meeting | Non-targeted/broad community | Regular meeting of the City Council on July 20, 2020. The 2019-2020 Action Plan amendments were approved for submission to HUD.   | TBD   | n/a |

#### 4) AP 15 Anticipated Resources

- a. Introduction – add language “ Anticipated resources from CDBG include the 2020 entitlement grant of \$747,853 plus \$439,938 from the CARES Act to be used specifically to prevent the spread of coronavirus 19 (COVID-19) and facilitate assistance to eligible communities, households, and persons economically impacted by COVID-19. It is possible that additional funds in an unknown amount will be allocated to San Mateo later. Additional funds will be used for the same purposes.

Further, eligible CDBG expenses incurred as of March 27, 2020, which is the date in which President Trump signed the CARES Act and paid for with nonfederal funds may be repaid with CDBG, including those made under the CARES Act. These pre-award costs will meet all HUD requirements applicable to CDBG including those under the CARES Act. Unless waived by HUD, CDBG pre-award costs for FY 2020-2021 will not exceed 25% of the grant and will be used for the CDBG eligible activities as indicated above. “

b. Anticipated Resources chart

|       |                  |       |         |   |   |         |   |  |
|-------|------------------|-------|---------|---|---|---------|---|--|
| Other | public - federal | Other | 439,938 | 0 | 0 | 439,938 | 0 | CDBG funds to be used to prevent, prepare for, and respond to the Coronavirus. |
|-------|------------------|-------|---------|---|---|---------|---|--|

- 5) AP 20 Annual Goals and Objectives - add \$439,938 in CDBG funds to Goal #2 Community Funding and increase persons assisted by 80.
- 6) AP 35 Projects
  - a. Introduction – add language “This year the additional CARES funds will be used for eligible CDBG activities including, but not limited to, assisting low- and moderate-income households with rental assistance for no more than three months, grab and go/delivery meal programs, support to microenterprise businesses, and support of other COVID-19 response services. The City will also utilize the HUD waiver of the 15% public service cap in order to provide additional funding for COVID -19 related services.”
  - b. Table 3 – Add project “CV-[Rental Assistance]”
- 7) AP 38 Project Summary
  - a. Add CDBG-CV: \$439,938 to Project #1 Community Funding Program
  - b. Add entry

|                        |   |
|------------------------|---|
| <b>Project Name</b>    | CV-[Rental Assistance]  |
| <b>Target Area</b>     |   |
| <b>Goals Supported</b> | Community Funding   |
| <b>Needs Addressed</b> | Public Services   |
| <b>Funding</b>         | CDBG-CV: \$440,000  |
| <b>Description</b>     | Emergency rental assistance to help workers affected by the spread of the corona virus and emergency shelter-in-place order. Provide \$440,000 in CARES funds specifically to address community needs related to the COVID-19 pandemic. |