City of Long Beach
FY 2026 Annual Action Plan
(October 1, 2025 - September 30, 2026)

LONG BEACH
COMMUNITY
DEVELOPMENT

Table of Contents

Table of Contents ..... **i**

Executive Summary **1**

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b) 1

The Process **8**

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b) 8

AP-10 Consultation - 91.100, 91.200(b), 91.215(l) 8

AP-12 Citizen Participation 16

Annual Action Plan - Expected Resources **20**

AP-15 Expected Resources – 91.220(c)(1,2) 20

Annual Goals and Objectives **26**

AP-20 Annual Goals and Objectives 26

AP-35 Projects – 91.220(d) 31

AP-38 Project Summary 34

Affordable Housing **42**

Program Specific Requirements **56**

AP-90 Program Specific Requirements – 91.220(l)(1,2,4) 56

Appendix A: Public Participation **A-1**

Appendix B: Relevant Maps **B-1**

Appendix C: ESG Written Standards **C-1**

Appendix D: Citizen Participation Plan (CPP) **D-1**

Appendix E: AP-90 (HOME Refinancing Guidelines) **E-1**

Appendix F: SF-424 and Certifications **F-1**

Executive Summary

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

1. Introduction

This Fiscal Year (FY) 2025-2026 Annual Action Plan (AP) serves as the official application to the US Department of Housing and Urban Development (HUD) for Community Development Block Grant (CDBG), HOME Investment Partnership Act (HOME), and Emergency Solutions Grant (ESG) funds for the City of Long Beach. The Action Plan (AP) covers the upcoming one-year program period of FY 2026 (October 1, 2025 to September 30, 2026).

The Action Plans represent a comprehensive planning effort mainly led by the Long Beach City Council and the Long Beach Community Investment Company (LBCIC), with involvement of local government experts, the social service community, residents, and consultation with other local HUD entitlement communities.

This AP was prepared using the eCon Planning Suite system developed and mandated by HUD. The system prescribes the structure and contents of this document, following the Federal Consolidated Planning regulations.

2. Summary of the Objectives and Outcomes Identified in the Plan

This AP incorporates the following Performance Measure Objectives/Outcomes to be associated with each activity funded:

General Objective Categories- Activities will meet one of the following:

- Decent Housing (DH)
- A Suitable Living Environment (SL)
- Economic Opportunity (EO) General

Outcome Categories- Activities will meet one of the following:

- Availability/Accessibility (1)
- Affordability (2)
- Sustainability (3)

The strategies in this AP are intended to address the priorities established in the FY 2023-2027 Consolidated Plan. The City's goals and priorities for the FY 2023 – FY 2027 Consolidated Plan are identified below:

Goal: Assist in the Creation and Preservation of Affordable Housing for Lower-Income and Special Needs Households

Priority: New Affordable Housing Opportunities

Priority: Preservation of Existing Affordable Housing

Priority: Housing Assistance

Goal: Support Activities to End Homelessness

Priority: Emergency Shelters and Essential Services

Priority: Rapid Re-Housing

Priority: Homeless Prevention

Priority: Street Outreach

Goal: Support Activities that Assist with Basic Needs, Eliminate Blight, and/or Strengthen Neighborhoods

Priority: Public Facility and Infrastructure Improvements

Priority: Neighborhood Improvement Programs

Priority: Improved Quality of Aging Housing Stock

Priority: Public and Supportive Services

Priority: Interim Assistance

Goal: Expand Economic Opportunities for Low-Income Households

Priority: Business Technical Assistance and Other Programs

Priority: Improved Business Corridors

Goal: Promote Housing Options

Priority: Housing Services, Outreach, and Education

Goal: Planning and Program Administration

Priority: Management of Grant Funds and Program Delivery

3. Evaluation of Past Performance

The City of Long Beach has been diligent in implementing its community development goals and undertook a range of housing and community development activities to primarily benefit extremely low, very low/low, and moderate income residents and those with special needs. This section highlights the accomplishments during FY 2023-2024. Accomplishments during FY 2024-2025 (October 1, 2024 through September 30, 2025) will be reported by the end of 2025.

Affordable Housing

During FY 2023-2024, 93 affordable housing units were completed. There are several funded projects underway and Open in IDIS (156 units), not yet Open in IDIS but approved (486 units) and underway (375 units) using leveraged funding.

The City utilized both CDBG and HOME funds to preserve and improve the City's affordable housing stock:

- Multi-Family Residential Rehabilitation Loan Program: Completed the acquisition and rehabilitation of a six-unit CHDO (IDIS 3757) affordable housing project dedicated to serving low-income disabled individuals;
- Multi-Family Residential New Construction/Acquisition:
    - Completed the construction of an 87-unit affordable development (IDIS 3703), in which 17 units are HOME restricted, providing quality housing for extremely low, very-low and low-income individuals and families, including 20 units designated for those who are homeless or at risk of homelessness;
    - Construction is underway on a 67-unit affordable housing development (IDIS 3710) designed to serve low and extremely low-income seniors, as well as senior veterans experiencing homelessness; and
    - Construction is underway on a 89-unit affordable housing development (IDIS 3725) which will serve low and extremely low-income veterans and veterans experiencing homelessness.
- Multi-Family Residential New Construction/Acquisition/Rehabilitation Preserved 1,448 affordable units;
- Home Improvement Roof Grant Program: 30 households assisted;
- Security/Utility Deposit Assistance: 140 households assisted;
- Rental Assistance Program: 62 households assisted with CDBG-CV funds; and
- Code Enforcement: 4,078 code violations inspected, and assistance provided for correction.

Homeless Services and Public Services

The City utilized CDBG funds and ESG funds to provide supportive services for the City's extremely low, very low/low, and moderate income households, especially those with special needs:

- Homeless Services: 410 (unduplicated) persons assisted with emergency shelters and 22 people assisted with homeless prevention activities.
- The Neighborhood Resource Center assisted 1,229 persons or community groups. The Neighborhood Leadership Program had a total of 33 residents graduate from the program and conducted workshops on topics such as Financial Literacy, Digital Literacy and a Basics on the City Planning Process.

Public Facility and Infrastructure Improvements

The City utilized CDBG and other local and private funds to provide an array of programs and services to improve our neighborhoods. A variety of activities such as public facilities improvements and tree planting benefited primarily the low and moderate income neighborhoods.

- Sidewalk Replacement: 8,638 square feet of sidewalk and a total of 7 curb ramps constructed.
- Graffiti Removal: 288,892 graffiti tags removed from 61,205 sites; and
- Urban Forestry and Wells: 27 trees planted in CDBG areas and a total of 61 trees planted citywide.

Economic Development

The City assisted 764 local neighborhood businesses with technical assistance services, resulting in 32 new businesses being started in Long Beach. A total of 9 loans totaling $651,104.57 were provided to commercial businesses that provide services to low and moderate income persons using CDBG and EDA funding.

In addition, the BizCare Program provided in-person technical assistance to 68 businesses at Pop-Ups in CDBG areas and 16 appointments throughout the City, and assisted 1,667 businesses over the phone and email to access City resources, complete grant applications, and submit required documents. BizCare staff also visited over 1,202 local businesses and attended 22 community events to inform local businesses about available programs and resources.

4. Summary of Citizen Participation Process

This section summarizes the specific efforts undertaken by the City of Long Beach to obtain inclusive community input during the development of the FY 26 Action Plan (see also Appendix A – Community Participation for outreach materials).

Survey

During the period from March 5, 2025, to April 26, 2025, the Community Development Department, Housing and Neighborhood Services Bureau Staff distributed surveys at various outreach events, community workshops and meetings to assess priorities for the FY 25-26 Action Plan. The survey was also promoted across the Department social media accounts, through e-mail distribution lists and made available on the Department website. The three-question survey asked participants to provide their zip code, choose one Consolidated Plan Goal most important to them, and rate current CDBG, ESG, and HOME activities as either “Very Important”, “Somewhat Important” or "Not Important”. Staff collected a total of 508 surveys. Fourteen (14) of those surveys were submitted by participants residing outside of the Long Beach jurisdiction, and 18 did not provide a zip code. These 32 surveys were excluded from the analysis, leaving a total of 476 responses that were further analyzed. The largest portion of surveys, making up 32 percent (152 survey responses), came from the 90810-zip code, which encompasses the West Long Beach area.

Out of the five Consolidated Plan Goals, “Support Activities that Assist with Basic Needs, Eliminate Blight, and/or Strengthen Neighborhoods” made up 26 percent of responses and 24 percent (155) chose “Assist in the Creation and Preservation of Affordable Housing for Lower-Income and Special Needs Households" as the most crucial.

The survey results also highlight that among the CDBG programs, Senior Services received the highest rating of “Very Important” (71%), followed by More Affordable Housing Production and Afterschool and Weekend Recreation (tied at 68%). The HOME program activity with the most “Very Important” responses were consistent with the highest-priority goal outlined Consolidated Plan Goal, which is Affordable Housing Production (this is both a CDBG and HOME activity). Between the two ESG programs, Emergency Shelter received the highest number of “Very Important” responses (65%).

Community Meetings and Outreach Efforts

The City provided multiple opportunities to obtain input on housing and community development needs. Between March and April 2025, the City conducted over 30 outreach activities (including tabling, conducting door-to-door outreach, and hosting virtual and in-person meetings) to discuss housing and community development needs and potential uses of CDBG, HOME, and ESG funds.

To promote the Action Plan development process, a public notice was issued and posted on the Community Development Department website. Fliers were created for the community meetings and were distributed during door-to-door outreach in CDBG areas, promoted on the Community Development Department website and shared via social media (X, Instagram and Facebook). Email notifications were also sent to community organizations and residents that have expressed interest and/or have participated in the City’s housing and community development programs. E-blasts were also sent out via the Neighborhood Resource Center and LinkLB. The City also issued a Press-Release on

April 2, 2025, announcing the outreach events to commemorate 2025 National Community Development Week.

1-Mar	Silverado Park Groundbreaking
8-Mar	West Long Beach Economic Market Study Workshop
15-Mar	Mayor's Neighborhood Summit with Neighborhood Associations
	AOC7 Neighborhood Association Spring Kickoff - Franklin Middle School
18-Mar	Giving Closet
	Neighborhood Leadership Program Session 2 - Exploring Culture & Project
20-Mar	Teams
20-Mar	Cabrillo High School Open House Tabling and Resource Sharing
22-Mar	Neighbor to Neighbor Spring Event
22-Mar	Zaferia Heights Neighborhood Clean-up
28-Mar	Ramona Park Groundbreaking
29-Mar	Earth Month Kick-Off Event (Neighbor to Neighbor)
2-Apr	AOC7 Spring Baskets Event
2-Apr	Affirmation Seed Planting for Kids Workshop
3-Apr	Muir Academy Family Resource Fair
8-Apr	Long Beach Continuum of Care Meeting
9-Apr	Housing 101 Workshop
9-Apr	Webster Elementary Open House Tabling and Resource Sharing
12-Apr	Spring Plant Swap
15-Apr	Michelle Obama Library Foyer Tabling
16-Apr	Coolidge Neighborhood Association Meeting
17-Apr	Long Beach College Promise - Career Opportunities in Trades Workshop
17-Apr	Veteran and Service Member Job Fair
19-Apr	St. Anthony Neighborhood Association Easter Event
21-Apr	Youth and Senior Programs Workshop
22-Apr	City Hall Plaza Tabling
23-Apr	Staff Outreach (Door-to-Door) - Admiral Kidd Park Area
23-Apr	Staff Outreach (Door-to-Door) - Houghton Park Area
23-Apr	Staff Outreach (Door-to-Door) - Orizaba Park Area
23-Apr	Neighborhood Leadership Program Workshop
24-Apr	FY 25-26 Action Plan Community Meeting (Virtual)
	FY 25-26 Action Plan and Housing Element Mid Cycle Analysis Community
26-Apr	Meeting
26-Apr	Food Finders Event

The City conducted the first Public Hearing on the FY 26 Action Plan with the LBCIC on April 16, 2025 and conducted the second public hearing with the LBCIC on June 11, 2025. The Action Plan was presented to City Council on June 17, 2025.

30-day Public Notices were issued and posted on the City website and were publicized in local newspapers – see Appendix A - Public Participation for more details.

Public Review of Draft Action Plan

A 30-day public review of the draft FY 26 Action Plan was held from May 12, 2025 to June 13, 2025.

The draft Action Plan was made available via the City of Long Beach, Community Development website at longbeach.gov/HUDgrants. Notification of the draft Plan was promoted via E-blasts and through Public Notices.

5. Summary of Public Comments

Public comments are summarized in the appendix.

6. Summary of Comments or Views not Accepted and the Reasons for Not Accepting Them

All public comments received were accepted.

7. Summary

The City of Long Beach has undertaken diligent and good faith efforts in outreaching to all segments of the community that may benefit from the City's CDBG, HOME, and ESG programs.

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	Long Beach	Community Development/Operations Division
CDBG Administrator	Long Beach	Community Development/ Operations Division
HOME Administrator	Long Beach	Community Development/ Operations Division
ESG Administrator	Long Beach	Community Development/ Operations Division

Table 1 – Responsible Agencies

Narrative

The City's CDBG, HOME, and ESG programs are administered by the Community Development Department, Operations Division.

Consolidated Plan Public Contact Information

For matters concerning the City of Long Beach's CDBG, HOME and ESG programs, please contact: Elizabeth Weithers, Operations Officer, City of Long Beach Community Development Department, 411 West Ocean Blvd., 3rd Floor, Long Beach, CA 90802, (562) 570-6912.

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

As part of the development of the 2023-2027 Consolidated Plan and the FY 2026 AP, the City undertook an extensive outreach program to consult and coordinate with non-profit agencies, affordable housing providers, and government agencies regarding the needs of the low and moderate income community. The outreach program has been summarized in the Executive Summary and Citizen Participation sections of this Plan and provided in detail as Appendix A - Public Participation.

Outreach to Narrow Digital Divide: City staff works closely with the City of Long Beach Technology Partnerships Officer and the Digital Information Officer to ensure Action Plan programs and activities work in partnership with technology strategic plans, such as the 2024 Office of Technology and Innovation Department's Implementation Plan to narrow the digital divide by providing access to broadband and computing devices to residents. The plan consulted with multiple City Departments, such as the Departments of Community Development, Housing Authority, Public Library, Health and Human Services, Parks, Recreation and Marine, as well as external partners, such as California Emerging

Technology Fund, AT&T, Charter Communications, Frontier Communications, T-mobile, Verizon, Microsoft, and the Long Beach Unified School District.

The City's Technology and Innovation Department also recently received a Community Project Funding Grant from HUD in the amount of $750,000 (B-23-CP-CA-0166) to help improve wi-fi, purchase technology equipment and work with the Long Beach Public Library to help community members gain access to MiFi hotspot for free. This grant will work to decrease the digital divide at over 25 parks in Long Beach, several in CDBG areas.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

To outreach to various agencies and organizations, the City compiled an outreach list consisting of various agencies and organizations, including:

- Non-profit service providers that cater to the needs of low and moderate income households and persons with special needs;
- Schools;
- Affordable housing providers;
- Housing advocates;
- Housing professionals;
- Public agencies (such as neighboring jurisdictions, school districts, health services, public works);
- Economic development and employment organizations; and
- Community and neighborhood groups.

The complete outreach list is included in Appendix A – Public Participation. These agencies were contacted and notified of the plan development process and community workshops. Specific agencies were also contacted to obtain data in preparation of this Plan, such as Housing Choice Voucher use and demographic characteristics of persons with disabilities and persons experiencing homelessness.

On an ongoing basis, Long Beach staff interact with various non-profit agencies and public service groups in the delivery of programs through its federal entitlement and other resources. These agencies are assisted by City staff in planning programs and projects, ensuring activity eligibility and costs, complying with federal regulations and requirements, and monitoring the timely expenditure of annually allocated program funds. The City requires agencies to submit quarterly and annual reports to meet federal requirements, and periodically conducts on-site monitoring reviews.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

The Long Beach Continuum of Care (CoC) sets forth the City's strategies for preventing and ending homelessness within the City of Long Beach. The City of Long Beach Department of Health and Human Services, Homeless Services Bureau serves as the lead and administrative entity for the Long Beach CoC. The Homeless Services Bureau also serves in this role as the Unified Funding Agency and Collaborative Applicant for the Long Beach CoC; lead, administrator and operator of the Long Beach Coordinated Entry System; HMIS lead and administrator for the Long Beach CoC; and as ESG subrecipient.

The Long Beach Continuum of Care maintains strategic partnerships with local agencies to provide a comprehensive system of care to reduce homelessness for chronically homeless individuals and families, families with children, veterans, and unaccompanied youth. The CoC recognizes the local needs of people experiencing homelessness, and bridges HUD's priorities with local priorities to allocate resources to address the needs of homeless persons and persons at risk of homelessness in the Long Beach jurisdiction. The CoC includes the fundamental program components identified by HUD and provides a system designated to ensure access to critically needed resources for the most vulnerable persons. The Long Beach Coordinated Entry System serves to establish, guide, and monitor the policies and mechanisms to assess, prioritize, link and refer individuals and households across and between these components to provide comprehensive services, ensuring efficiency and effectiveness in programming and service delivery, as well as locally tailored support services that respond to the needs of individuals and families in moving from homelessness or risk of homelessness to safe and stable housing.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

The Department of Health and Human Services, Homeless Services Bureau (HSB) is the lead for the local CoC jurisdiction and draws upon the CoC Board, CoC General Membership, and Advisory Board with Lived Experience (ABLE) for policy, program, and funding recommendations. Funding allocations are data-informed, with HMIS, Point-in-Time (PIT) Homeless Count, and Housing Inventory Count (HIC) further informing and supporting recommendations of the Long Beach CoC. ESG funds are a critical resource to address over-representation of persons experiencing unsheltered homelessness within with Long Beach CoC. HSB releases Requests for Proposals (RFPs) for federal ESG, biennially for Emergency Shelter, Homeless Prevention, and Rapid Rehousing programs and directly provides Outreach services with ESG funds. Through these components, the Long Beach CoC is supported in outreaching to persons experiencing unsheltered homelessness, providing them access to interim housing, and connecting with Rapid Rehousing to support a swift resolution to the experience of homelessness. Allocated funds are obligated according to the results to competitive procurement.

All ESG funded providers are required to enter data into the LB HMIS (or comparable database), meet all requirements of their contracts, and adhere to and abide by Long Beach ESG and CoC Written Standards. HSB has developed a performance matrix for the CoC and ESG using HMIS data and fiscal performance data and actively manages its programs, meeting with providers on a quarterly basis to review program performance, identify trends, and trouble shoot problems and issues. The Long Beach CoC further evaluates its programs via subrecipient monitoring, where compliance reviews are completed to ensure that subrecipient agencies are compliant with all terms and conditions of their contracts, including the operationalizing of policies key to the Long Beach CoC, such as Housing First, harm reduction, trauma-informed care.

Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

As part of the Con Plan and FY 2026 AP development process, the City utilized an outreach list that was developed to solicit input from agencies and organizations that serve low and moderate income persons and persons with special needs. Agencies and organizations that attended the Consolidated Plan Community Workshops and/or participated in the Stakeholder Interviews are included in Appendix A: Public Participation of the five-year Con Plan. Agencies attended the public hearings for the AP are also noted in the sign-in sheets. See Appendix A: Public Participation.

Table 2 – Agencies, Groups, Organizations Who Participated

1	**Agency/Group/Organization**	Long Beach Department of Public Works
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Economic Development Public Facilities and Infrastructure
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The department provided public improvements needed and priorities for funding.
2	**Agency/Group/Organization**	Housing Authority of Long Beach
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Housing Authority was consulted for rental housing needs of low income households.
3	**Agency/Group/Organization**	Department of Health and Human Services
	Agency/Group/Organization Type	Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This Department was consulted regarding the City's homelessness issues and needs.
4	**Agency/Group/Organization**	Long Beach Community Investment Company
	Agency/Group/Organization Type	Housing Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	LBCIC is responsible for overseeing much of the City's housing-related funds. The Action Plan was presented before the LBCIC for comments. Allocation of funds is consistent with the strategic goals of LBCIC.
5	**Agency/Group/Organization**	City of Long Beach Community Development Dept.
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Neighborhood Services Bureau of the Community Development Department is the lead agency of the Action Plan. Neighborhood planning and community development initiatives of the Department are incorporated into the Action Plan.
6	**Agency/Group/Organization**	City of Long Beach Parks, Recreation, and Marine
	Agency/Group/Organization Type	Services-Children Other government - Local
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Department was consulted for supportive services needs for children and seniors.
7	**Agency/Group/Organization**	Long Beach Health and Human Services
	Agency/Group/Organization Type	Other government - Local

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Health and Human Services Department is the lead agency for the City's homeless strategy, coordinating the continuum of care.

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

The City contacted agencies as part of the outreach process for this CON PLAN and FY 2026 AP. All applicable agencies and agency types were consulted.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care (CoC)	Long Beach Health and Human Services Department	Potential funding allocations to address homeless needs will complement the CoC Strategy.
2021-2029 Housing Element	Long Beach Community Development – Planning Bureau	Outlines the City plan of action for facilitating the development and preservation of housing between 2021 and 2029.

Table 3 – Other Local / Regional / Federal Planning Efforts

Narrative (Optional)

Continuum of Care (CoC): Agencies included in the Continuum of Care (CoC) include: Los Angeles Department of Mental Health, Veterans Affairs, Long Beach Housing Authority, Interval House, Long Beach Unified School District, Mental Health America, Long Beach Rescue Mission, Los Angeles County Department of Children and Family Services, The Housing Authority of the City of Los Angeles (HACLA), Century Villages at Cabrillo, SCAN Health Plan, Catholic Charities, Skid Row Advocacy Group.

Additional Outreach to Agencies Responsible for Flood Prone Areas, Public Land/Water Resources, and Emergency Management: In March 2023, the City of Long Beach updated its Natural Hazard Mitigation Plan in accordance with Title 44 of the Code of Federal Regulations (44 CFR). This plan comprehensively assesses risks, mitigation efforts and strategy, ongoing plan progress monitoring and evaluation. The plan thoroughly details action efforts by individual agencies that will improve hazard mitigation, including flooding and extreme heat. For example, Action WD-32, the Long Beach Water Department's Engineering Division will complete the sewer lift station rehabilitation. This type of infrastructure hardening will contribute to flood risk resilience as well as

operational improvements. The Department of Disaster Preparedness and Emergency Communications is the primary agency responsible for management of flood prone areas, public land/water resources, and emergency management. These efforts are multi-departmental among departments including Community Development, Public Works, Utilities, Fire, Police and others.

When preparing the Action Plan, the City considers strategic plans like the Housing Element and the Natural Hazard Mitigation Plan, to improve conditions within or near flood-prone areas that are capable of maximizing public and private losses during times of flooding in specified flood hazard areas. Agencies consulted during the Housing Element and Consolidated Plan/Action Plan included, 3COTECH Sustainability, Build It Green, City Fabrick, Coalition for Clean Air, Green Education, Inc., GRID Alternatives, Long Beach Forward, South Coast Air Quality Management, Southern California Edison, Wrigley Is Going Green, etc.

Lead-Based Paint Hazards: As detailed in AP-85, the Long Beach Health Department has several ways in which it addresses lead-based paint hazards and mitigation. The primary entities leading this effort include the Health and Human Services Department, Bureau of Environmental Health, Childhood Lead Poisoning Prevention Program (CLPPP) as well as the Lead Hazard Control (LHC) strategy. Additionally, the Community Development Department, Code Enforcement Bureau works to correct lead-based code enforcement violations and uses the Lead Safe Work Practice (LSWP) standards to do so.

Long Beach Health Department staff continually communicate with medical providers in the Long Beach area to ensure all providers and their staff are current on guidelines for effective lead poisoning treatment and prevention. Staff periodically send reminder letters and case management guidelines to ensure routine screening of children in the Long Beach area.

AP-12 Citizen Participation

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

Summarize citizen participation process and how it impacted goal-setting

An in-person presentation and virtual community meeting were held to solicit community and stakeholder input for the development for this AP. Public Hearings were also conducted before the LBCIC to receive public comments on the Draft AP prior to City Council approval.

Publicity

Information about the workshops and surveys was distributed through: City website; flyers; email blasts; press releases; public notices; display advertisements in Long Beach Press Telegram and La Opinion and posted on City's Facebook, X and Instagram pages.

Survey Results

During the period from March 5, 2025, to April 26, 2025, the Community Development Department, Housing and Neighborhood Services Bureau Staff distributed surveys at various outreach events, community workshops and meetings to assess priorities for the FY 25-26 Action Plan. The survey was also promoted across the Department social media accounts, through e-mail distribution lists and made available on the Department website. The three-question survey asked participants to provide their zip code, choose one Consolidated Plan Goal most important to them, and rate current CDBG, ESG, and HOME activities as either "Very Important", "Somewhat Important" or "Not Important". Staff collected a total of 508 surveys. Fourteen (14) of those surveys were submitted by participants residing outside of the Long Beach jurisdiction, and 18 did not provide a zip code. These 32 surveys were excluded from the analysis, leaving a total of 476 responses that were further analyzed. The largest portion of surveys, making up 32 percent (152 survey responses), came from the 90810-zip code, which encompasses the West Long Beach area.

Out of the five Consolidated Plan Goals, "Support Activities that Assist with Basic Needs, Eliminate Blight, and/or Strengthen Neighborhoods" made up 26 percent of responses and 24 percent (155) chose "Assist in the Creation and Preservation of Affordable Housing for Lower-Income and Special Needs Households" as the most crucial.

The survey results also highlight that among the CDBG programs, Senior Services received the highest rating of "Very Important" (71%), followed by More Affordable Housing Production and Afterschool and Weekend Recreation (tied at 68%). The HOME program activity with the most "Very Important" responses was consistent with the highest-priority goal outlined Consolidated Plan Goal, which is Affordable Housing Production (this is both a CDBG and HOME activity). Between the two ESG programs, the Emergency Shelter received the highest number of "Very Important" responses (65%).

Public Review of Draft Documents

A 30-day public review was held from May 12, 2025 through June 13, 2025. Copies of the Draft AP were made available for the public at the following locations:

- City Website
- City Hall, Community Development Department
- Main Library

The final Con Plan, amendments, Annual Action Plans, and performance reports will be available for five years at Long Beach Community Development Department.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Low Income-Persons Non-Targeted/ Broad Community	Residents and community stakeholders attended a virtual community meeting on April 24, 2025, for discussions on housing and community development needs. The presentation was uploaded on the City of Long Beach, Community Development webpage.	Comments are summarized in Appendix A	All comments were accepted	
2	Public Meeting	Low Income-Persons Non-Targeted/ Broad Community	Residents and community stakeholders attended an in person community meeting on April 26, 2025, for discussions on housing and community development needs.	Comments are summarized in Appendix A	All comments were accepted	
3	Public Meeting	Low Income-Persons Non-Targeted/ Broad Community	The City conducted a public meeting with the Long Beach Community Investment Company (LBCIC) to discuss the Action Plan Budget on April 16, 2025.	Summary of survey results is provided in Appendix A.	All comments were accepted	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Internet Outreach	Low-Income Persons Non-Targeted/ Broad Community	A public notice and fliers were created for the community meetings and were posted on the Community Development Department website and shared via social media (Twitter, Instagram and Facebook). Email notifications were also sent to community organizations and residents that have expressed interest and/or have participated in the City's housing and community development programs. E-blasts were also sent out via the Neighborhood Resource Center and LinkLB.	Summary of survey results is provided in Appendix A.	All complete surveys were analyzed. Results exclude five surveys from respondents outside of Long Beach.	
5	Public Hearing	Non-Targeted/ Broad Community	The City conducted a public hearing before the Long Beach Community Investment Company (LBCIC) on June 11, 2025 and a public hearing before the City Council on June 17, 2025.	Comments are summarized in Appendix A	All comments were accepted	https://www.longbeach.gov/lbds/hn/lbplan/

Table 4 – Citizen Participation Outreach

Annual Action Plan - Expected Resources

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

Introduction

The City of Long Beach is an entitlement jurisdiction for CDBG, HOME, and ESG funds, and anticipates receiving $4,923,908 in CDBG funds, $2,540,996.38 in HOME funds, and $444,632 in ESG funds for FY 26. In addition, program income of $60,000 from CDBG activities and $1,500,000 from HOME activities is anticipated. Anticipated program income is incorporated into the City's annual budgeting process.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Remainder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	Public-Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	$4,923,908	$60,000	$0	$4,983,908	$6,620,000	For planning purposes, the City estimates the availability of approximately $27 million in CDBG allocations over the five-year Consolidated Plan period. This estimate assumes stable allocations over the planning period. In addition, the City anticipates a total program income of $300,000 over five years from a revolving loan fund for housing rehabilitation activities. Specifically, a program income of $60,000 is expected for FY 2025-2026.
HOME	Public-Federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	$2,540,996.38	$1,500,000	$0	$4,040,996.38	$6,230,000	For planning purposes, the City estimates the availability of approximately $15 million in HOME funds over the five-year Consolidated Plan period. This estimate assumes stable allocations over the planning period. In addition, the City anticipates $1,500,000 in program income in FY 2025-2026 from repayments of multi-family acquisition/ rehabilitation loans.

ESG	Public-Federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	$444,632			$444,632	$600,000	For planning purposes, the City estimates the availability of approximately $2.5 million in ESG funds over the five-year Consolidated Plan period. This estimate assumes stable allocations over the planning period.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Leveraging

Long Beach has access to a variety of federal, state, local and private resources to achieve its housing and community development goals. These funds include the following key programs in FY 2025-26 and total over $158 million:

- CDBG: $4,983,908
- HOME: $4,040,996.38
- ESG: $444,632
- Section 8/Housing Choice Vouchers: $106,347,044
- Continuum of Care: $10,250,815
- HOPWA: $1,290,769
- Housing Assets Funds: $20 million
- General Fund: Public Facilities Improvement ($3.6 million) and Code Enforcement Activities ($4.8 million)
- Health Fund: Code Enforcement Activities ($2.4 million)

Specific funding sources will be utilized based on the opportunities and constraints of each program.

Match Requirements

Home Match Requirements: Pursuant to HUD regulations, all participating jurisdictions (PJs) must contribute or match 25 cents for each dollar of HOME funds spent on affordable housing. The HOME statute allows for a reduction of the matching contribution requirement under three conditions: 1) fiscal distress, 2) severe fiscal distress, and 3) for Presidentially declared major disasters. When a local jurisdiction meets one of these distress conditions, it is determined to be in fiscal distress and receives a 50 percent reduction of match. If a local jurisdiction satisfies both of the distress criteria, it is determined to be in severe fiscal distress and receives a 100 percent reduction of match. Based on November 2023 data from HUD, the City of Long Beach is no longer considered fiscally distressed and does not qualify for the HOME match reduction in the upcoming year. However, the City has an accumulated excess match for about $9.45 million when redevelopment funds were available to provide affordable housing. This excess match will be adequate to fulfill the City's future match requirements for an extended period of time.

ESG Match Requirements: The City of Long Beach contracts with non-profit agencies to provide emergency housing, rapid rehousing, and street outreach. The funded agencies must provide at least 100 percent match as stated in the Request for Proposals. The match source can be either in-kind or cash match and must be from sources other than ESG program or McKinney-Vento funding. Funds used to match a previous ESG/CDBG grant may not be used to match a subsequent grant. Also, detailed match documentation must be submitted during the invoice process.

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

The LBCIC is presently working with developers to finalize Disposition Development and Loan Agreements for the following sites that were previously requested through proposals. These sites were awarded to qualified developers and were originally purchased using redevelopment housing set-aside funds and therefore are subject to the income and household target requirements outlined in SB 341.

- 4151 E. Fountain – Development of a 73-unit affordable housing project for families; construction is expected to begin in 2025
- 5571 Orange Avenue – Approved development of an 8-unit, homeownership project for low-income families
- 225-227 Fifteenth Street/Long Beach Boulevard– Approved development of a 7-unit, homeownership project for low-income families

Other HOME affordable housing projects include:

- 1500 E. Anaheim Street – Completed construction of an 87-unit affordable development that provides quality housing for extremely low, very low- and low-income individuals and families, 20 of which are homeless or at risk of homelessness (BRIDGE Housing)
- 901 Pacific Coast Highway – Construction is underway for a 67-unit affordable housing project which will serve low and extremely low-income seniors, and senior veterans experiencing homelessness (Mercy Housing)
- 2121 E. William Street - Construction is underway for an 89-unit affordable housing project which will serve low and extremely low-income veterans and veterans experiencing homelessness (Century)

Discussion

See discussions above.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Create and Preserve Affordable Housing	2025	2026	Affordable Housing	Citywide TCAC High Opportunity Target Areas	New Affordable Housing Opportunities Preservation of Existing Affordable Housing Housing Assistance	**CDBG:** $1,831,908 **HOME:** $3,786,001	**Rental Units Constructed/Acquired/Rehabilitated: 50** Housing Units **Rental units constructed:** 0 Housing Units **Rental units rehabilitated:** 3 Housing Units **Tenant-Based Rental Assistance/Rapid Re-Housing:** 50 Households Assisted
2	Support Activities to End Homelessness	2025	2026	Homeless	CDBG Low and Moderate Income Area (LMA) Target Areas Code Enforcement Target Areas TCAC High Opportunity Areas	Emergency Shelters and Essential Services Rapid Re-Housing	**ESG:** $389,927	**Homeless Person Overnight Shelter:** 1,000 Persons Assisted **Tenant-Based Rental Assistance/Rapid Re-Housing:** 35 Households Assisted

3	Eliminate Blight and Strengthen Neighborhoods	2025	2026	Non-Homeless Special Needs Non-Housing Community Development	CDBG Low and Moderate Income (LMA) Target Areas Code Enforcement Target Areas	Public Facility and Infrastructure Improvements Neighborhood Improvement Programs Improved Quality of Aging Housing Stock Public and Supportive Services	**CDBG:** $2,047,000	**Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit:** 25,000 persons **Public Service Activities other than Low/Moderate Income Housing Benefit:** 290,030 Persons Assisted **Housing Code Enforcement:** 4,010 Housing Units **Other**: 51,000 sites of graffiti removal/prevention
4	Expand Economic Opportunities	2025	2026	Non-Housing Community Development	CDBG Low and Moderate Income (LMA) Target Areas	Business Technical Assistance and Other Programs Improved Business Corridors	**CDBG:** $110,000	**Businesses assisted:** 75 Businesses Assisted/20 jobs
5	Promote Housing Options	2025	2026	Affordable Housing	CDBG Low and Moderate Income Area (LMA) Target Areas Code Enforcement Target Areas TCAC High Opportunity Areas	Housing Services, Outreach, and Education	**CDBG:** $100,000	**Public Service Activities other than Low/Moderate Income Housing Benefit:** 2,000 Persons Assisted

6	Planning and Program Administration	2025	2026	Planning and Administration	CDBG Low and Moderate Income Area (LMA) Target Areas Code Enforcement Target Areas TCAC High Opportunity Areas	Management of Grant Funds and Program Delivery	**CDBG:** $ 895,000 **HOME:** $ 254,995 **ESG:** $33,347	N/A

Table 6 – Goals Summary

Goal Descriptions

1	**Goal Name**	Create and Preserve Affordable Housing
	Goal Description	The City will pursue a range of activities to expand affordable housing opportunities for low and moderate income households, including those with special needs (seniors, large households, disabled, homeless, etc.) Emphasis will be on affordable rental housing due to funding limitations and urgency of needs. Creation of new affordable housing opportunities with focuses on TCAC High Opportunity Areas as part of the City's strategy to increase access to opportunities through housing supply in areas of high amenities. The City will actively pursue opportunities through new construction, rehabilitation, acquisition/rehabilitation, and preservation.
2	**Goal Name**	Support Activities to End Homelessness
	Goal Description	The City will utilize both ESG and HOME funds to coordinate services and facilities for the homeless. The City's strategy for addressing homeless needs is four-pronged: 1) street outreach; 2) rapid re-housing; 3) homeless prevention; and 4) homeless facilities and essential services. The intent is to address the needs of those rendered homeless and at risk of homelessness using a continuum of care approach by supporting services and facilities that complement the existing Continuum of Care system.

3	**Goal Name**	Eliminate Blight and Strengthen Neighborhoods
	Goal Description	The City has committed to a place-based strategy where resources are targeted to address issues at the neighborhood level.
4	**Goal Name**	Expand Economic Opportunities
	Goal Description	The City will work to expand economic development opportunities in low income neighborhoods to expand industry-aligned training in areas with limited access to career pathways. Assistance may include technical assistance and other programs with the goal of retaining and attracting businesses to these neighborhoods and improving the business corridors that serve low income neighborhoods.
5	**Goal Name**	Promote Housing Options
	Goal Description	The City will promote housing, outreach, and education services to promote the awareness of and compliance with housing laws.
6	**Goal Name**	Planning and Program Administration
	Goal Description	The City will continue to implement the CDBG, HOME, and ESG programs in compliance with all applicable regulations and requirements. The caps for program administration costs are 20 percent for CDBG, 10 percent for HOME, and 7.5 percent for ESG.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b)

The City will pursue a range of activities to expand affordable housing opportunities for low and moderate income households, including those with special needs (seniors, large households, disabled, homeless, etc.) Emphasis will be on affordable rental housing due to funding limitations and urgency of needs. Creation of new affordable housing opportunities with focuses on TCAC High Opportunity Areas (i.e. high amenity areas) as part of the City's strategy to increase access to opportunities through housing supply in areas of high amenities. The City will actively pursue opportunities through new construction, rehabilitation, acquisition/rehabilitation, and preservation.

AP-35 Projects – 91.220(d)

Introduction

During FY 2025-2026, the City of Long Beach will pursue a range of housing and community development activities using CDBG, HOME, and ESG funds. These activities will implement the City's Consolidated Plan and Priorities:

Goal: Assist in the Creation and Preservation of Affordable Housing for Lower-Income and Special Needs Households

Priority: New Affordable Housing Opportunities

Priority: Preservation of Existing Affordable Housing

Priority: Housing Assistance

Goal: Support Activities to End Homelessness

Priority: Emergency Shelters and Essential Services

Priority: Rapid Re-Housing

Priority: Homeless Prevention

Priority: Street Outreach

Goal: Support Activities that Assist with Basic Needs, Eliminate Blight, and/or Strengthen Neighborhoods

Priority: Public Facility and Infrastructure Improvements

Priority: Neighborhood Improvement Programs

Priority: Improved Quality of Aging Housing Stock

Priority: Public and Supportive Services

Priority: Interim Assistance

Goal: Expand Economic Opportunities for Low-Income Households

Priority: Business Technical Assistance and Other Programs

Priority: Improved Business Corridors

Goal: Promote Housing Options

Priority: Housing Services, Outreach, and Education

Goal: Planning and Program Administration

Priority: Management of Grant Funds and Program Delivery

Projects

#	Project Name
1	Graffiti Removal Program
2	Graffiti Prevention Program (Mural Restoration)
3	Neighborhood Resource Center (Focus Areas)
4	Enhanced Neighborhood Leadership Training Program (Focus Areas)
5	After School and Weekend Recreation
6	Senior Services (Meals on Wheels)
7	Code Enforcement
8	Code Enforcement (City Attorney)
9	Technical Business Assistance / SBDC Support
10	Sidewalk Improvement Project (PW-CIP)
11	Housing Administration (Focus Areas)
12	Program Administration
13	Multi-Family Residential Rehabilitation Loan (CHDO) (High Opportunity)
14	New Construction/ Acquisition/ Rehabilitation and Land Acquisition Loan Program (High Opportunity)
15	Security Deposit and Rental Assistance
16	ESG Activities

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City identified the 2023-2027 Consolidated Plan (Con Plan) as an opportunity to strategically align with and help implement the 2021-2029 Housing Element to strengthen place-based strategies and improve conditions in areas that experience high housing cost burdens, and to expand housing mobility and housing supply in high amenity areas.

In the Housing Element's Action 6.11, the City committed to focus Con Plan resources on improving conditions in high housing cost-burdened areas, older areas with infrastructure deterioration or industrial-adjacent neighborhoods. As part of the City's strategy to increase access to areas of high amenities, the City has also focused new Construction/ Acquisition resources in areas of high amenities. Rehabilitation efforts that preserve affordable housing are prioritized in both High and Low Opportunity areas.

Long Beach has allocated approximately 7 percent of its FY 2025-2026 CDBG allocation to public facilities and infrastructure improvements (sidewalk improvements). Just under 18 percent of the City's allocation is reserved for administration costs and 14.5 percent is set aside for public services.

For FY 2025-2026, the City has allocated 90 percent of its HOME allocation to increase housing supply in areas of high amenities and preserve affordable housing, regardless of location, and to provide housing assistance.

One of the greatest challenges in meeting the underserved needs of low- and moderate-income persons is having limited financial resources. The City of Long Beach will continue to use its CDBG, HOME, and ESG funding to support: the development of affordable housing and public service agencies that address the special needs of the underserved, including the homeless, those at risk of homelessness, youth, seniors, female-headed households, victims of domestic violence, and the disabled. The City also proactively seeks additional resources to better meet the underserved needs.

AP-38 Project Summary

Project Summary Information

1	**Project Name**	**Graffiti Removal Program**
	Target Area	CDBG Low and Moderate Income Area (LMA) Target Areas
	Goals Supported	Eliminate Blight and Strengthen Neighborhoods
	Needs Addressed	Public and Supportive Services
	Funding	CDBG: $100,000
	Description	This program is used to remove graffiti from private and public properties to improve neighborhoods and discourage further graffiti. The program is offered citywide at no cost to property owners or tenants.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	50,000 Sites
	Location Description	This program is available in the CDBG Low and Moderate Income (LMA) Target Areas.
	Planned Activities	Remove graffiti from private and public properties.
2	**Project Name**	**Graffiti Prevention Program (Mural Restoration)**
	Target Area	CDBG Low and Moderate Income Area (LMA) Target Areas
	Goals Supported	Eliminate Blight and Strengthen Neighborhoods
	Needs Addressed	Public and Supportive Services
	Funding	CDBG: $25,000
	Description	The Mural Arts Program provides mural restoration at various public facilities such as schools and parks to discourage vandalism and improve the physical exterior of facilities.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	1,000 Projects
	Location Description	This program is available in the CDBG Low and Moderate Income (LMA) Target Areas.
	Planned Activities	Mural restoration at various public facilities.
3	**Project Name**	**Neighborhood Resource Center**
	Target Area	CDBG Low and Moderate Income Area (LMA) Target Areas
	Goals Supported	Eliminate Blight and Strengthen Neighborhoods
	Needs Addressed	Public and Supportive Services
	Funding	CDBG: $141,000
	Description	The Neighborhood Resource Center provides administrative and technical training for organizations located within the target zones.

	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	250,000 Persons Assisted
	Location Description	This program is available in the CDBG Target Areas. Neighborhood Resource Center located at 411 W. Ocean Blvd, 3rd Floor, Long Beach, CA 90802.
	Planned Activities	Funds will be used for the operation of the Neighborhood Resource Center, a key neighborhood and community resource and referral point, with a special focus in high-need CDBG neighborhoods
4	**Project Name**	**Enhanced Neighborhood Leadership Training Program**
	Target Area	CDBG Low and Moderate Income Area (LMA) Target Areas
	Goals Supported	Eliminate Blight and Strengthen Neighborhoods
	Needs Addressed	Public and Supportive Services
	Funding	CDBG: $40,000
	Description	The Neighborhood Leadership Program is a six-month training program teaching Target Areas residents the principles of effective leadership and provides examples of how to solve neighborhood problems. Each student must complete a community project in low/mod neighborhoods and commit to workshops, such as Financial Literacy Training.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	30 Persons Assisted
	Location Description	This program is available in the CDBG Target Areas.
	Planned Activities	Funds will be used for the program to provide training to students for completing the community projects in low/mod neighborhoods and assist with workshops , such as Financial Literacy Training.
5	**Project Name**	**After School and Weekend Recreation**
	Target Area	CDBG Low and Moderate Income Area (LMA) Target Areas
	Goals Supported	Eliminate Blight and Strengthen Neighborhoods
	Needs Addressed	Public and Supportive Services
	Funding	CDBG: $391,000
	Description	After School, Weekend, and/or Summer Recreation for youth programs in schools and parks located in designated low/moderate income neighborhoods.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	20,000 Persons Assisted
	Location Description	This program is available to youth and children in the CDBG Low and Moderate Income Target Areas.

	Planned Activities	Funds will be used for after school, weekend and/or summer recreation youth programs.
6	**Project Name**	**Senior Services (Meals on Wheels)**
	Target Area	Citywide
	Goals Supported	Eliminate Blight and Strengthen Neighborhoods
	Needs Addressed	Public and Supportive Services
	Funding	CDBG: $20,000
	Description	Provide meal services for seniors to complement current senior programming at various City facilities.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	20,000 Persons Assisted
	Location Description	Citywide
	Planned Activities	Meals provided by the City of Long Beach Parks, Recreation and Marine Department at the Senior Center and other sites to seniors.
7	**Project Name**	**Code Enforcement**
	Target Area	CDBG Code Enforcement Target Areas
	Goals Supported	Eliminate Blight and Strengthen Neighborhoods
	Needs Addressed	Public and Supportive Services
	Funding	CDBG: $860,000
	Description	The Intensified Code Enforcement (ICE) program is a comprehensive code enforcement program to eliminate blight in the Target Areas in conjunction with the Home Improvement Rebate and Commercial Façade Improvement Programs.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	4,000 Housing Units
	Location Description	This program is available in the CDBG Code Enforcement Target Areas
	Planned Activities	The program focuses on bringing all structures within a specific geographic area into compliance with City building, health and safety requirements.
8	**Project Name**	**Code Enforcement (City Attorney)**
	Target Area	CDBG Code Enforcement Target Areas
	Goals Supported	Eliminate Blight and Strengthen Neighborhoods
	Needs Addressed	Public and Supportive Services
	Funding	CDBG: $120,000
	Description	Provides funds for work performed by the City Attorney and City Prosecutor on Code Enforcement cases.
	Target Date	9/30/2026

	Estimate the number and type of families that will benefit from the proposed activities	10 Housing Units
	Location Description	This program is available in the CDBG Code Enforcement Target Areas.
	Planned Activities	Provides funds for work performed by the City Attorney and City Prosecutor on Code Enforcement cases.
9	**Project Name**	**Technical Business Assistance / SBDC Support**
	Target Area	CDBG Low and Moderate Income Area (LMA) Target Areas
	Goals Supported	Expand Economic Opportunities
	Needs Addressed	Business Technical Assistance and Other Programs
	Funding	CDBG: $110,000
	Description	To provide for the attraction, creation, and expansion of businesses, concentration on low-moderate income areas, especially the creation of low-moderate income jobs. Focus services on small businesses, utilizing bilingual workers to outreach and furnish information about business development and loan programs.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	20 Jobs/75 Businesses
	Location Description	This program is available in the CDBG Low and Moderate Income (LMA) Target Areas
	Planned Activities	CDBG funds are used to assist private for-profit businesses with counseling, development, and expansion. The Small Business Development Center (SBDC) provides services to small and large businesses by supporting new start-ups and promoting growth of existing businesses to provide services and jobs to low and moderate income neighborhoods.
10	**Project Name**	**Sidewalk Improvement Project (PW-CIP)**
	Target Area	CDBG Low and Moderate Income Area (LMA) Target Areas
	Goals Supported	Eliminate Blight and Strengthen Neighborhoods
	Needs Addressed	Public Facility and Infrastructure Improvements
	Funding	CDBG: $350,000
	Description	Replaces deteriorated sidewalks to improve and enhance low and moderate income neighborhoods.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	20,000 Square Feet, benefitting approximately 25,000 persons
	Location Description	This program is available in the CDBG Low and Moderate Income (LMA) Target Areas
	Planned Activities	Replaces deteriorated sidewalks to improve and enhance low and moderate income neighborhoods.
11	**Project Name**	**Housing Administration**

	Target Area	CDBG Low and Moderate Income Area (LMA) Target Areas
	Goals Supported	Promote Housing Options
	Needs Addressed	Housing Administration and Education
	Funding	CDBG: $100,000
	Description	The Housing Administration Program for the City includes education and workshops to residents, landlords, apartment managers, and other housing professionals.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	2,000 Persons Assisted
	Location Description	This program is available to all residents, housing providers, and housing professionals citywide.
	Planned Activities	Funds will be used to provide housing education, including workshops.
12	**Project Name**	**Program Administration**
	Target Area	Citywide
	Goals Supported	Planning and Program Administration
	Needs Addressed	Management of Grant Funds and Program Delivery
	Funding	CDBG: $895,000 HOME: $254,995
	Description	To provide for the general oversight and management of various grant programs. Work with the Mayor, City Council, Long Beach Community Investment Company, and the community to conceive, develop and administer activities aimed at the improvement of low/moderate income areas and persons.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Not Applicable.
	Location Description	411 West Ocean Blvd., Long Beach, CA 90802
	Planned Activities	Funding administration and planning activities.
13	**Project Name**	**Multi-Family Residential Rehabilitation Loan (CHDO)**
	Target Area	CDBG Low and Moderate Income Area (LMA) Target Areas
	Goals Supported	Create and Preserve Affordable Housing
	Needs Addressed	Improved Quality of Aging Housing Stock
	Funding	HOME: $381,149
	Description	The City works in cooperation with the LBCIC to administer a rehabilitation loan program for multi-family housing. This satisfies the City's 15 percent CHDO requirement for HOME funds.
	Target Date	9/30/2026

	Estimate the number and type of families that will benefit from the proposed activities	3 Housing Units
	Location Description	This program is available to multi-family housing developments citywide.
	Planned Activities	Provide rehabilitation assistance to multi-family housing via a Request for Proposal/Notice of Funding Availability process.
14	**Project Name**	**New Construction/Acquisition/Rehabilitation (High Opp)**
	Target Area	TCAC High Opportunity Target Areas
	Goals Supported	Create and Preserve Affordable Housing
	Needs Addressed	New Affordable Housing Opportunities
	Funding	CDBG: $1,831,908 HOME: $3,204,852.38
	Description	Provide assistance for the new construction/acquisition/rehabilitation of affordable multi-family housing units in areas with a High Opportunity designation.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	50 Housing Units
	Location Description	This program is available in TCAC high opportunity areas.
	Planned Activities	Provide funding for the new construction and acquisition/rehabilitation of affordable housing via a Request for Proposal/Notice of Funding Availability process.
15	**Project Name**	**Security Deposit and Rental Assistance**
	Target Area	Citywide
	Goals Supported	Create and Preserve Affordable Housing
	Needs Addressed	Housing Assistance
	Funding	HOME: $200,000
	Description	Security deposit assistance/utility deposit assistance for homeless families seeking permanent shelter. Clients who will be served under this program are usually those that earn below 50% Area Median Family Income (AMI).
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	50 Households
	Location Description	This program is available citywide
	Planned Activities	Provide short-term assistance for homeless families to secure permanent housing.
16	**Project Name**	**ESG Activities**
	Target Area	Citywide
	Goals Supported	Support Activities to End Homelessness
	Needs Addressed	Emergency Shelters and Essential Services

	Funding	ESG: $128,144
	Description	This project includes multiple activities: o Emergency Shelters ($128,144) - Activities to maintain operate emergency shelter activities (payment for shelter maintenance, operation, rent, security, fuel, equipment, insurance, utilities, food and furnishings). o Rapid Re-housing ($261,783) - Relocation and stabilization services and short- and medium-term rental assistance to assist homeless people move quickly into permanent housing and achieve stability in that housing. o HMIS ($21,358) - Reimbursement of costs related to contributing data to the HMIS designated by the Continuum of Care for the area o Program administration ($33,347)
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	1,035 Persons
	Location Description	This program is available citywide
	Planned Activities	Emergency Shelters - Several agencies in Long Beach provide temporary shelter for homeless families, individuals, and for specific sub-populations of the homeless with an average length of stay of less than 90 days. Homeless households requiring longer than a 90-day stay will be prioritized for direct entry to a transitional shelter. MSC intake staff coordinated discharges from emergency shelters for alternative placement to housing resources. Rapid Re-housing - Relocation and stabilization services and short- and medium-term rental assistance to assist homeless people move quickly into permanent housing and achieve stability in that housing. HMIS - Database tracking system to streamline client information and eliminate service duplication.

AP-50 Geographic Distribution – 91.220(f)

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

The City's strategy is to focus its investment in a most impactful manner by providing significant investments in several older, low income neighborhoods in the City. New affordable housing construction and acquisition will be focused on areas of high amenities to increase access to opportunities.

Geographic Distribution

Target Area	Percentage of Funds
TCAC High Amenity Target Area	53%
CDBG Low and Moderate Income (LMA) Target Areas	17%
Code Enforcement Target Areas	10%
Citywide	19%

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The Con Plan refocuses City resources areas experiencing high housing cost burden, overcrowding, poverty, infrastructure deterioration, or are industrial-adjacent, as well as to areas of high amenities. This dual strategy provides a coordinated improvement of aging housing units and public improvements through place-based strategies as well as increasing access to areas of high amenities.

Discussion

In addition to programs that focus on the various target areas, programs that are offered based on income eligibility or other special needs status could also benefit residents in these target areas.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of Long Beach plans to utilize CDBG and HOME funds to support a number of authorized housing activities, including various residential rehabilitation programs and an affordable housing development program.

- Security Deposit Assistance: 50 Households
- Multi-Family Residential Rehabilitation Loan (CHDO): 3 units
- New Construction/Acquisition/Rehabilitation and Land Acquisition Loan Program: 50 units

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	103
Special-Needs	0
Total	103

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	50
The Production of New Units	0
Rehab of Existing Units	3
Acquisition of Existing Units	50
Total	103

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

See discussion above.

AP-60 Public Housing – 91.220(h)

Introduction

The Los Angeles County Development Authority (LACDA) owns and operates the only public housing project in Long Beach - the 743-unit Carmelitos Housing Development located in North Long Beach.

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

The Los Angeles County Development Authority (LACDA) receives modernization funds annually from HUD to maintain its public housing stock. The 2025-2030 Public Housing Agency Plan (PHAP) identifies Carmelitos as a development that has set aside three units for disadvantaged Transitional Age Youth and three units for the homeless. The FY 2025 Action Plan lists that LACDA will continue security improvements at Carmelitios.

Support services and workforce development programs are offered to youth at Carmelitos to assist them in gaining financial independence. According to the PHA FY 2025 Action Plan, LACDA was awarded the Jobs Plus Program grant for the Carmelitos Housing Development. The Jobs Plus program supports work readiness and connects public housing residents with employment, education, and financial empowerment services, and an evidence-based model proven to help public housing residents find and keep jobs. Currently, there are 74 residents enrolled in Jobs Plus case management services and 159 are enrolled in the JPEID rent benefit. The City will continue to inform Carmelitos residents about available City programs and will continue to coordinate with HACoLA to increase activities and improve the living conditions of residents.

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

The Resident Council at Carmelitos meets with LACDA staff regularly. The residents, through the Resident Council, are encouraged to take part in determining the needs of their neighborhood by completing various surveys and attending meetings with LACDA Resident Initiatives staff. An on-site Service Learning Program provides residents with a range of learning opportunities. The Carmelitos Community Garden represents another community partnership to improve the quality of life for public housing residents. Residents of the Carmelitos public housing development have access to several programs aimed at lifting residents up out of poverty. LACDA offers public housing CalWORKS recipients career development and work experience opportunities. A Service Learning Program on-site at Carmelitos provided in conjunction with local universities and colleges offers a range of educational opportunities for residents, with a focus on family literacy, workforce development, and family issues.

LACDA has an effective Family Self-Sufficiency (FSS) that assists participants to move towards self-sufficiency and homeownership. The FSS program requires PHAs to develop strategies, such as job training, homeownership programs, scholarships, tuition reimbursement, childcare and transportation, to help public housing residents obtain employment that will lead to economic independence and self sufficiency. Carmelitos has a dedicated Jobs Plus Project Officer and Family Self Sufficiency Coordinator.

Workforce development services are provided at the Carmelitos public housing development through Pacific Gateway.

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

Not applicable. LACDA is not identified as a “troubled” agency.

Discussion

See discussion above.

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

Introduction

The City is committed to addressing the housing and supportive services needs of the homeless and other special needs groups, particularly the seniors, children from low income households, and veterans.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including: Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

For the FY 2025-2026 Action Plan, the City will continue to implement its ESG program to address the needs of the homeless in the community. Specifically, the City is proposing to allocate ESG funding to the following program components: Rapid Re-Housing, Emergency Shelter, HMIS, and Street Outreach for reaching out to unsheltered homeless persons.

Addressing the emergency shelter and transitional housing needs of homeless persons

For FY 2025-2026, the ESG program includes funding for Emergency Shelter to address the emergency shelter needs of homeless persons. The preponderance of persons experiencing homelessness within the Long Beach CoC continues to be unsheltered persons. The City of Long Beach has successfully added new interim housing opportunities, representing hundreds of new beds in recent years, including the implementation, and operationalizing of a new 100-bed Crisis and Bridge Housing facility, acquired in FY 23-24 with support of the County of Los Angeles. This facility, operated at 702 W. Anaheim street receives funding support from the Los Angeles Homeless Services Authority and is operated under agreement with non-profit service provider, First to Serve. Despite the recent expansion in sheltering options for persons experiencing homelessness within the City of Long Beach, there continues to be unaddressed sheltering needs. Receipt and utilization of ESG funds for these purposes supports the City of Long Beach with continuing to offer critically needed resources of safe and quality shelter and services.

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

For FY 2025-2026, the City will allocate funding for Emergency Shelter, Rapid Rehousing, HMIS, Outreach programs. In addition, the City of Long Beach and Long Beach CoC will braid an expansive portfolio of Federal, State, and local funds to ensure access to permanent housing programs and services. Permanent Supportive Housing, including project-based, sponsor-based, and tenant-based rental assistance is made available

through the annual CoC Notice of Funding Opportunity (NOFO), as well as funds received through the Special Unsheltered Notice of Funding Opportunity (SUNOFO). In addition to the Rapid Rehousing funds made available through ESG, the Long Beach CoC will also administer Rapid Rehousing programs supported with HUD CoC NOFO and SUNOFO funds, as well as with Homeless Housing Assistance Program (HHAP) and Encampment Resolution (ERF) funds made available by the State of California. Additionally, the Long Beach CoC partners with the Long Beach Housing Authority to prioritize and match persons experiencing homelessness to Housing Choice Vouchers (HCV) and Housing Stability Vouchers (HSVs). To support the identification and location of units, as well as support participants with move-in and stabilization in housing, once identified, the City of Long Beach has received and will continue to allocate HHAP and American Rescue Plan (HOME-ARP) funds for Intensive Case Management (ICMS) services, designed to facilitate placements into housing, as well as housing retention and stabilization. Further, HOME funds will be used to support the Rental Assistance and Security Deposit Assistance program to help the homeless or at risk homeless attain permanent housing in areas of high amenities.

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

The goal of Long Beach CoC Homeless Prevention programs is to assist low-income participants who are at imminent risk of becoming homeless to secure and/or retain permanent housing. Homeless Prevention assistance is aimed at helping rent-burdened, low-income participants resolve a crisis that would otherwise lead to a loss of housing. Homeless Prevention involves an assessment of the household's current housing crisis, along with the provision of various forms of individualized and client-driven assistance, including short-term financial assistance; housing-conflict resolution and mediation with landlords and/or property managers; budgeting; housing search and connection; housing stabilization planning; legal assistance; and other services required by the household. Prevention programs and services are made available, primarily through braiding of HHAP and Los Angeles County Measure H funds (a County of Los Angeles one-quarter cent sales tax allocated specifically for programs and services for persons experiencing and at-risk of homelessness). The Homeless Services Bureau works with the Long Beach CoC and Long Beach Coordinated Entry System to develop and implement homelessness prevention programs.

The Homeless Services Bureau (HSB) releases Request for Proposals (RFPs) for homelessness Prevention programs, biennially. Allocated funds are obligated for subrecipient Prevention programs according to the results of competitive procurement. Presently the Homeless Services Bureau holds contracts with First to Serve and Interval House for homelessness prevention. Most typically, persons needing homelessness prevention assistance are supported through engagement with the City's Multi-Service Center (MSC). The MSC serves as the main hub for services in the City, offering a

comprehensive range of services, including housing navigation, case management, medical and behavioral healthcare, employment assistance, and many others. From the MSC, persons at-risk of homelessness may be assessed for appropriateness of homelessness prevention assistance.

Further collaboration to support those who are exiting or have planned exits from institutional settings is also supported through collaboration between the MSC and legal and criminal justice partners. The City of Long Beach has engaged in a wide range of collaborative efforts, including with the criminal justice system. By extending services to people engaged with the court system and exiting incarceration, the City works to reduce homelessness and criminal legal system involvement. Examples of this successful collaboration include co-locating probation services at the Multi Service Center allowing people on supervision to check in while accessing other services; partnering with the City Prosecutor to create a homeless court at the Multi Service Center aimed at clearing low-level misdemeanor convictions, warrants, or fines; and working with the Parking Citation Bureau and the Towing and Lien Sales Division to waive parking and tow fees for people experiencing homelessness.

Discussion

See discussion above.

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

Introduction

The most critical barrier to affordable housing in Long Beach is that the need for decent and affordable housing far exceeds the City's available resources. With the elimination of redevelopment funds, the City's ability to address its affordable housing needs is seriously compromised. The City values its partnership with nonprofit housing developers in pursuing innovative strategies to addressing the City's affordable housing needs, including providing more permanent housing options for the homeless and persons with special needs.

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

To encourage the development and conservation of affordable housing, the City has adopted several ordinances – an inclusionary housing ordinance, a density bonus ordinance, State coastal zone law, as well as various other incentives. These ordinances encourage higher density housing that is affordable to lower income households, including special needs populations and remove potential constraints to development, while preserving affordable units in the coastal zone.

Long Beach Community Investment Company

The City continues to improve and expand affordable housing opportunities in the City through its public nonprofit corporation, the Long Beach Community Investment Company (LBCIC). The LBCIC is a nonprofit, public benefit corporation established to assist in the creation of affordable housing opportunities, including both rental and home ownership. The major sources of revenue for the LBCIC include HOME funds and advances from the City's Housing Development Fund. LBCIC will continue to work with Community Housing Development Organizations (CHDOs) and other developers to create additional affordable housing opportunities for lower income households.

The City's Housing Services and Operations Division work with the LBCIC and the City to identify and finance affordable housing projects and programs that will provide safe, decent, and affordable rental and ownership opportunities for Long Beach residents and workers.

On July 20, 2020, the Long Beach Community Investment Company (LBCIC) was awarded a grant in the amount of $4,940,000 from the California Department of Housing and Community Development (HCD), CalHome Program. The purpose of the CalHome Program is to enable low income households to become or remain homeowners. On March 22, 2021, the Long Beach Community Investment Company was awarded the Permanent Local Housing Allocation (PLHA) Program for the development of multifamily affordable housing for low- and moderate-income households. The PLHA allocation for three years is over $12 million.

Incentives for Affordable Housing

To encourage the development and conservation of affordable housing, the City has adopted several ordinances – an inclusionary housing ordinance, a density bonus ordinance, State coastal zone law, as well as various other incentives. These ordinances encourage higher density housing that is affordable to lower income households, including special needs populations and remove potential constraints to development, while preserving affordable units in the coastal zone.

- **Inclusionary Housing –** The City Council adopted the Inclusionary Housing Ordinance in February 2021. The policy was implemented over a three-year phase-in period and currently requires 11 percent of rental units in new housing development projects to be affordable to very low-income households and 10 percent of ownership units to be affordable to moderate-income households. The policy applies to new residential developments with 10 or more units in the Downtown (PD-30) and Midtown (SP-1) areas in Long Beach. In Program 6.7.2 of the 2021-2029 Housing Element Update, the City committed to expanding the Inclusionary Housing Ordinance citywide. On October 5, 2023, the Southern California Association of Governments awarded the City a $250,000 grant to fund a study to update the existing Policy with expanded program boundaries, new unit requirements, and incentives, increasing affordable housing citywide and ensuring the City's continued progress towards its housing goals. The following are new requirements:
    - Expanded Citywide: Effective May 3, 2025, inclusionary requirements are expanded Citywide (LBMC 21.67.030): All new residential development projects in Long Beach proposing 10 or residential more units are subject to Inclusionary Housing requirements, unless they qualify for certain exemptions.
    - Updated Requirements for Rental Housing: By 2027, 12 percent of a housing project’s total rental units must be affordable to very low- or low-income households. The affordability requirements will be phased in over three years and vary based on the Inclusionary Housing Submarket in which the project will be located.
    - Updated Requirements for Ownership Housing: 10% of a housing project’s total ownership units must be affordable. The initial required affordability level is for households earning up to 200% of the Area Median Income. As ownership housing development increases in Long Beach, deeper levels of affordability will apply. Inclusionary ownership housing units must be sold to first-time homebuyers.

- **Density Incentives** – Long Beach has adopted the State density law to be consistent with State law regarding density bonus provisions to facilitate the development of lower income housing, moderate-income condominiums, and housing for seniors.

- **Waiver of Fees** – In addition to the density bonus, parks and recreation and transportation development fees are waived for affordable housing if the criteria on length of affordability and income/affordability level are met.

- **Relaxed Standards** – In conjunction with the density bonus ordinance, certain development standards may be relaxed if increased density cannot be physically accommodated on the site. This provision follows a priority order specified in the Zoning Code and the applicant must show that the density bonus cannot be achieved with each sequential waiver before the next waiver is allowed. The priority order is:

    1. Percentage of compact parking
    2. Tandem parking design limitations;
    3. Privacy standards;
    4. Private open space;
    5. Common open space;
    6. Height;
    7. Distance between buildings;
    8. Side yard setbacks;
    9. Rear yard setbacks;
    10. Number of parking spaces (but not less than one space per unit); and
    11. Front setbacks.

- **Public Land for Affordable Housing**: The 2021-2029 Housing Element Update included actions to monitor the potential disposition and opportunity for affordable housing on land owned by public agencies (such as the City, school district, public utilities, County, State, and Federal agencies.

- **Religious Facility Housing Overlay**: AB 1851 (Religious Facility Housing) provides relief in parking requirements when a religious institution partners with a nonprofit organization to provide affordable housing on site. This new state law applies only to religious facility properties in residential zones or nonresidential zones that also allow residential uses. Religious facilities are located throughout the City and oftentimes are situated on large sites with high proportions of undeveloped land. The residential sites inventory has been expanded to include religious facility properties, including some in high resource areas. The City will adopt an overlay to:
    - Provide incentives and parking relief to religious facility and other institutional properties, including in zones that do not normally permit residential uses.
    - Designate religious properties in the Founding and Contemporary Neighborhood (FCN) PlaceType as part of the Overlay, with specific provisions to allow for affordable housing at an increased density of 30 units per acre.

- **Accessory Dwelling Units (ADUs)** represent an important opportunity to create more affordable housing for lower and moderate-income households. The State has passed multiple bills in recent years to remove constraints to the development of ADUs (including AB 587, AB 671, AB 68, and SB 13, among others). The City's current ADU regulations do not comply with State law. As of January 2019, the City has locally implemented the State regulations and continues to assist applicants in the ADU application, permitting, and construction process. To facilitate ADU development, the City has dedicated a webpage to provide clear and concise information about ADU requirements and application/review process. In addition, in the 2021-2029 Housing Element Update, the City included actions to pursue mechanisms to facilitate the construction of ADUs, including but not limited to: Expanding pre-approved standard ADU plan types and resources; Pursue funding to assist lower and moderate-income homeowners in constructing ADUs; Pursue funding and other incentives to assist in the development of ADUs restricted to low and moderate income renters, particularly in high resource areas; and Consider expanding/extending fee waivers for ADUs beyond State law.

Discussion

See discussion above.

AP-85 Other Actions – 91.220(k)

Introduction:

This section covers the City's efforts in mitigating barriers to addressing local needs and foster affordable housing. Other topics discussed into specific actions to abate LBP hazards and to reduce the extent of poverty in the community.

Actions planned to address obstacles to meeting underserved needs

The extent of housing and community development needs in Long Beach exceeds the City's funding capacity. To utilize its limited funding in the most cost-effective manner, the City targets its investments in the most distressed neighborhoods in the community. Specifically, the City is focusing funds on areas that experience high housing cost burden, overcrowding, poverty, infrastructure deterioration, or are industrial-adjacent, as well as on high amenity areas to increase affordable housing supplies in these areas.

Additionally, the City Council adopted the Inclusionary Housing Ordinance in February 2021. The policy was implemented over a three-year phase-in period and currently requires 11 percent of rental units in new housing development projects to be affordable to very low-income households and 10 percent of ownership units to be affordable to moderate-income households. The policy applies to new residential developments with 10 or more units in the Downtown (PD-30) and Midtown (SP-1) areas in Long Beach. In Program 6.7.2 of the 2021-2029 Housing Element Update, the City committed to expanding the Inclusionary Housing Ordinance citywide. The Inclusionary Housing Ordinance has been updated in February 2025.

Actions planned to foster and maintain affordable housing

The City fosters relationships with for-profit and non-profit housing developers for the new construction of both market rate and affordable housing projects. The City also leverages its resources with private capital in order to develop quality affordable homes for Long Beach residents. For FY 2025-2026, the City has allocated CDBG and HOME funds for the rehabilitation and preservation of its aging housing stock, focusing on multi-unit developments due to limited resources.

Actions planned to reduce lead-based paint hazards

The City's lead-based paint (LBP) hazard reduction strategy involves several components.

Housing Programs

All CDBG, HOME, and NSP-funded housing programs and projects have incorporated lead-based paint hazard reduction efforts. In addition, the City has complied with federal lead safety requirements, including pre-rehabilitation lead inspections and post-rehabilitation lead clearances. These practices will continue for the federally funded rehabilitation projects under this five-year Consolidated Plan, which estimates lead inspection and/or clearances for approximately 1,400 housing units.

Code Enforcement

Code Enforcement uses the Lead Safe Work Practice (LSWP) standards to correct code enforcement violations. Five Code Enforcement employees have obtained the State of California Department of Public Health Lead Inspection Assessor certification.

Childhood Lead Poisoning Prevention Program (CLPPP):

Long Beach has one of three locally managed CLPPPs in the state of California operated through the Nursing Services Division of the City of Long Beach Department of Health and Human Services. CLPPP is a multipronged program aiming to reduce the burden of lead exposure through targeted interventions in the community and affected families referred to the program. CLPPP is composed of a team of Public Health Nurses, Environmental Health Specialists and Health Educators.

CLPPP provides health education for community members and families through community events, health fairs, and workshops. Provider trainings are performed by Public Health Nurses (PHNs) to ensure that all medical providers in Long Beach are current on the latest state guidelines for the management of lead poisoning among children under the age of 21. PHNs also case manage lead-burdened children with toxic blood lead levels, providing in-home physical, development, and nutritional assessments to determine non-environmental sources of lead. Registered Environmental Health Specialists (REHS) collaborate with PHNs to perform environmental assessments of the lead-burdened child's environment providing testing of the child's home, suspected food sources or other suspected sources of exposure. REHS and PHNs provide recommendations to the family to help lower lead levels pending findings from health and home assessments. REHS will also work with property owners to remove lead sources if lead is identified on the property in paint, soil, etc. Finally, PHNs work with lead-burdened children's medical providers to give guidance on the medical management of lead poisoning and ensuring that children with elevated blood lead levels meet the state's criteria for safe blood lead levels.

Lead Hazard Control (LHC) Strategy

In FY 2022, the City of Long Beach received $4.6 million from HUD for its Lead-Based Paint Hazard Control Program (LHC) for a three-year period from April 15, 2022 through October 15, 2025. The LHC Program identifies low income residences (with a focus on families with children under six years old), and addresses lead poisoning hazards created by lead-based paint.

- For FY 2025– FY 2026, the LHC program outlines the following work program: LCH provides lead-based paint hazard control services for units of pre-1978 constructed affordable housing throughout the City, focusing on areas of highest need, specifically ZIP Codes 90802, 90804, 90806, 90810, and 90813.

- Health Education Specialist educates residents, advises residents of relocation and other responsibilities associated with LHC activities. Inspector / Assessors perform inspections, create report.

- After LHC work is performed by contractor, Inspector/Assessors follow HUD and State of California clearance protocols. Submit samples to certified lab.
- Program manager solicits educational outreach opportunities from city and community groups. Program manager and health educator attend event, provide materials and education, with focus on pregnant women and children under six. Provide lead-safe work practices education for CLPPP events. A new flyer was created to promote the program.
- Program Assistant coordinates with Center for Working Families, City Section 3 coordinator, and local media to recruit low-income residents interested in becoming lead-based paint certified workers. Contract with local certified training company to provide education and certification.

Actions planned to reduce the number of poverty-level families

The challenges associated with poverty – stress, strained family relationships, substandard housing, lower educational attainment, limited employment skills, unaffordable childcare, and transportation difficulties – make it hard for low-income families to obtain and maintain employment, and therefore housing and basic needs. Economic stability can have lasting and measurable benefits for both parents and children.

The City seeks to reduce the number of people living in poverty (extremely low-income households earning less than 30 percent of the AMI) by providing a number of programs including housing assistance, supportive services, economic development assistance, and job training opportunities. The City will continue to leverage opportunities to support funding for Community Based Development Organizations (CBDOs), and other groups to provide training and employment opportunities to extremely low-income persons.

In collaboration with the Pacific-Gateway Workforce Investment Board (PGWIB), the City will continue to offer outreach and training to poverty-level families and individuals. Through the CoC system, the City will work with the PGWIB job-training providers to ensure that low- and moderate-income persons are trained with employable skills with the potential to earn higher wages. The City will also support youth programs that focus on providing youth a positive direction and outlook in life, assisting them in achieving educational and career goals.

In addition, the City's funding (through CDBG and ESG funds) of human service programs for basic needs, food distribution, and case management for homeless and those at risk of homelessness support the goals and strategies of reducing poverty.

Actions planned to develop institutional structure

The central responsibility for the administration of the Action Plan is assigned to Housing and Neighborhood Services Bureau. This agency will coordinate activities among the public and private organizations to realize the prioritized goals of the Annual Action Plan. Extensive public-private partnerships have been established and organized to address the City's housing, homeless, and community development needs. Housing and Neighborhood Services Bureau will access, facilitate, and coordinate resource linkages and draw from the immediate sources of expertise in the community to strengthen existing partnerships and develop new collaboratives.

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

The City conducts extensive outreach to engage a wide range of non-profit agencies, groups and organizations to assist in the process of developing the Action Plan. The process includes:

1. Press releases and notices circulated in the City inviting residents to participate in the process.
2. E-mail notification to existing non-profit partners and community stakeholders inviting them to participate in the plan process.
3. Public notices advertising the Plan public comment and review period, non-profit application period, and plan adoption hearing.
4. Public application process for non-profit organizations based in the community when funding available
5. Internal application process for City departments.
6. Discussions with departments to identify funding priorities.
7. Discussions of funding and public meetings, including City Council meeting.
8. Affordable Housing Interest Cards and workshops with CHDOs

In addition, the City is working with religious groups to develop an affordable housing overlay that could expand housing opportunities on religious facility and institution properties. The City is also pursuing designating westside neighborhoods as Promise Zones.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction

This section addresses the regulatory requirements of the CDBG, HOME, and ESG programs not covered in the previous sections.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities	0
Total Program Income	0

Other CDBG Requirements

1. The amount of urgent need activities	0

2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income.	100.00%

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

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

No other forms of HOME investments beyond those previously described.

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

While the City has not allocated FY 2026 HOME funds for homebuyer assistance, households assisted with HOME-funded homebuyer assistance in the past are subject to the following recapture provisions.

Homebuyer Activities – Recapture Option

To ensure long-term affordability, the City will impose a recapture provision, which will allow the City to recycle funds to assist future homebuyers. The City may require additional restrictions, including first-time homebuyer qualifications and affordability requirements, which may be more restrictive than current HOME Program regulations. Examples of current requirements include the following: a) Total household income cannot exceed low-income limits; b) Must occupy property as the principal residence; c) Required to comply with recapture/resale provisions during the affordability period. Additional City Restrictions: a) Must purchase a home within the City of Long Beach; b) Required to be a first-time homebuyer; c) Complete an approved pre-purchase Homebuyer Workshop.

Recapture Option

The City of Long Beach will recapture the entire direct HOME loan amount if the HOME Program recipient decides to sell the house within the affordability period.

Enforcement of the Recapture Option

To enforce the recapture restrictions, the City will record a Deed of Trust against the property. This Agreement will ensure that the full HOME subsidy will be recaptured from the net proceeds of the sale. Where the net proceeds are insufficient to repay both the HOME subsidy plus the homeowner's investment, the City will forgive a prorated share of the HOME subsidy based on occupancy during the affordable period. In such case, the homeowner will not be permitted to recover more than the homeowner's investment.

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

While the City has not allocated FY 2026 HOME funds for homebuyer assistance, households assisted with HOME-funded homebuyer assistance in the past are subject to the following recapture provisions.

Homebuyer Activities – Recapture Option

To ensure long-term affordability, the City will impose a recapture provision, which will allow the City to recycle funds to assist future homebuyers. The City may require additional restrictions, including first-time homebuyer qualifications and affordability

requirements, which may be more restrictive than current HOME Program regulations. Examples of current requirements include the following: a) Total household income cannot exceed low-income limits; b) Must occupy property as the principal residence; c) Required to comply with recapture/resale provisions during the affordability period. Additional City Restrictions: a) Must purchase a home within the City of Long Beach; b) Required to be a first-time homebuyer; c) Complete an approved pre-purchase Homebuyer Workshop.

Recapture Option

The City of Long Beach will recapture the entire direct HOME loan amount if the HOME Program recipient decides to sell the house within the affordability period.

Enforcement of the Recapture Option

To enforce the recapture restrictions, the City will record a Deed of Trust against the property. This Agreement will ensure that the full HOME subsidy will be recaptured from the net proceeds of the sale. Where the net proceeds are insufficient to repay both the HOME subsidy plus the homeowner's investment, the City will forgive a prorated share of the HOME subsidy based on occupancy during the affordable period. In such case, the homeowner will not be permitted to recover more than the homeowner's investment.

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

See Appendix E: AP-90 (HOME Refinancing Guidelines).

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)):

N/A

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

N/A

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

N/A

Emergency Solutions Grant (ESG)

Reference 91.220(l)(4)

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

See Appendix C: ESG Written Standards

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

The Long Beach CoC has established a Coordinated Entry System (CES) that meets HUD requirements. The Long Beach CoC Coordinated Entry System (CES) is intended to increase and streamline access to housing and services for households experiencing homelessness and to match people to housing and services based on their needs. The Long Beach CoC has adopted a set of policies and practices that assist in how the CES operated and how housing resources are prioritized based on multiple factors aligned with HUD stated goals. The Long Beach CES has two designated CES hubs, the Multi-Service Center (MSC) and the Homeless Assistance Program (HAP) Project. The MSC is a unique facility that co-locates social service agencies that provide integrated, centralized assessment and comprehensive services for at-risk and homeless individuals and families in one location. The HAP serves as a satellite CES for the CoC system of care. The HAP provides integrated, centralized assessment and comprehensive services for homeless people, with expertise in working with homeless people with a mental illness and those with a dual diagnosis of mental illness and substance abuse.

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

As the lead agency of the Long Beach CoC, the City competitively funds private nonprofit agencies that provide a broad array of services, including ESG specific programs, to address the needs of the men, women, and children experiencing homelessness in Long Beach. The City issues Request For Proposals (RFP) in compliance with federal and local procurement requirements to select the best nonprofit to provide the services. The City allows for faith based organizations to apply as long as they are in compliance with federal requirements around not utilizing funding for activities that are focused on providing or spreading the message of their faith. The Long Beach CoC has board members, who represent a broad spectrum of Long Beach residents, participate in selection committees with the support of the City to review all received proposals. Recommended programs for award are then approved by City Council for the DHHS to enter into contract.

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

The City has a homeless or formerly homeless person serving as a voting member on the Long Beach Continuum of Care Board. In 2021, the Long Beach CoC Board set aside funding to create and compensate a lived experience advisory board (LEAB).

5. **Describe performance standards for evaluating ESG.**

The City's ESG allocation complements and contributes to the Long Beach CoC program by providing resources to increase permanent housing placements, reduce the length of homelessness, increase housing retention, and maintain/increase household income. DHHS developed a performance matrix for evaluation of ESG funds using HMIS data and fiscal performance. HMIS data is used to monitor progress monthly to ensure compliance with eligibility requirements and effective distribution of the CoC service and housing resources. HMIS will be utilized to track client data and report on outputs and outcomes as required by HUD.

Discussion

Consultation with CoC

The City of Long Beach Department of Community Development, Operations Division manages the Consolidated Planning process for the City and collaborates with the Department of Health and Human Services (DHHS), Homeless Services Bureau, which is the City lead for the local Continuum of Care (CoC) jurisdiction. As the lead CoC agency since 1995, DHHS competitively funds nonprofit agencies that provide a broad array of services located at the Multi-Service Center (MSC), the Villages at Cabrillo, the Village Integrated Service Agency, and other scattered site programs to address the needs of those experiencing homelessness in Long Beach. The Homeless Services Bureau administers the following components within the City's Consolidated Plan: Emergency Solutions Grant (ESG) and HOME Security Deposit Program. In addition, the Homeless Services Bureau collaborates directly with the City's Housing Authority to coordinate the CoC Shelter Plus Care projects, Section 8 set aside, and the Veterans Affairs Supportive Housing (VASH) programs for the City.

The Homeless Services Bureau works closely with the Long Beach CoC stakeholders on a variety of levels, including the development and implementation of funding priorities, performance standards, system-wide policies and procedures, program implementation, and the HMIS. The Homeless Services Officer and MSC Coordinator participate in several advisory boards, including the HSAC, an advisory body appointed by the Long Beach City Council; the Multi-Service Center Advisory Board; and the Villages at Cabrillo Advisory Board. The Homeless Services Bureau Manager also hosts regular CoC General Membership and CoC Board meetings to review system-wide coordination. The CoC membership has met in subcommittees to address the following:

- Educational Assurances
- Chronic Homelessness
- Veteran Homelessness
- Discharge Planning
- Homeless Management Information System (HMIS), Data and Performance
- Centralized/Coordinated Intake and Assessment

The City of Long Beach Community Development, Housing and Neighborhood Services Bureau manages Requirements for Recipients who plan to use the risk factor under paragraph (1)(iii)(G) of the "at risk of homelessness" definition

The City does not intend to use the risk factor under Paragraph (1)(iii)(G) of the "at risk of homelessness" definition.

Appendix A: Public Participation

A summary of the City's public participation process and comments received is provided on the following pages.

Events

1-Mar	Silverado Park Groundbreaking
8-Mar	West Long Beach Economic Market Study Workshop
15-Mar	Mayor's Neighborhood Summit with Neighborhood Associations
	AOC7 Neighborhood Association Spring Kickoff - Franklin Middle School
18-Mar	Giving Closet
	Neighborhood Leadership Program Session 2 - Exploring Culture & Project
20-Mar	Teams
20-Mar	Cabrillo High School Open House Tabling and Resource Sharing
22-Mar	Neighbor to Neighbor Spring Event
22-Mar	Zaferia Heights Neighborhood Clean-up
28-Mar	Ramona Park Groundbreaking
29-Mar	Earth Month Kick-Off Event (Neighbor to Neighbor)
2-Apr	AOC7 Spring Baskets Event
2-Apr	Affirmation Seed Planting for Kids Workshop
3-Apr	Muir Academy Family Resource Fair
8-Apr	Long Beach Continuum of Care Meeting
9-Apr	Housing 101 Workshop
9-Apr	Webster Elementary Open House Tabling and Resource Sharing
12-Apr	Spring Plant Swap
15-Apr	Michelle Obama Library Foyer Tabling
16-Apr	Coolidge Neighborhood Association Meeting
17-Apr	Long Beach College Promise - Career Opportunities in Trades Workshop
17-Apr	Veteran and Service Member Job Fair
19-Apr	St. Anthony Neighborhood Association Easter Event
21-Apr	Youth and Senior Programs Workshop
22-Apr	City Hall Plaza Tabling
23-Apr	Staff Outreach (Door-to-Door) - Admiral Kidd Park Area
23-Apr	Staff Outreach (Door-to-Door) - Houghton Park Area
23-Apr	Staff Outreach (Door-to-Door) - Orizaba Park Area
23-Apr	Neighborhood Leadership Program Workshop
24-Apr	FY 25-26 Action Plan Community Meeting (Virtual)
	FY 25-26 Action Plan and Housing Element Mid Cycle Analysis Community
26-Apr	Meeting
26-Apr	Food Finders Event

Comments Received:

April 16, 2025 – LBCIC First Public Hearing

- Progress toward housing unit goal – does units underway indicate that they are currently in construction?
- Clarifying question regarding Congressional allocation over time – what does the City receive?
- Does the City provide details to HUD regarding progress toward annual goals? Does HUD provide any comments to what the City submits to HUD?
- Does the City know what will happen in future years with this funding?

April 21, 2025 - Youth and Senior Programs Workshop

- Promotion of free classes and swimming for people over 50. Include information in the Parks brochure.
- Parking signs needed on Delta along Silverado Park for “No overnight parking”
- Daycare and day camps during summer should continue and be expanded for child and teen supervision
- Give residents volunteer coach opportunities at Ramona Park for a flag football league
- Parks, Recreation and Marine (PRM) should be presenting at Ramona Park Association
- You [PRM] are doing a phenomenal job with limited resources.
- Predictable cooling centers for seniors on days over 100 degrees. Seniors aren’t all on social media or technology savvy.
- Senior Center is in bad shape—only emergency repairs.
- Should have multigenerational programs for seniors and residents.

April 23, 2025 – Door to Door Outreach (Orizaba Park)

- Crisis Intervention (Non-Law Enforcement)

April 24, 2025 – Virtual Action Plan Community Meeting

- What other ways can we (residents) get involved in HUD grants?

April 26, 2025 – Action Plan Community Meeting

- What is an entitlement City? What does that mean?
- What is considered homeless?
- Does the City work with community-based organizations for these programs?

- If a person experiences homelessness and wants services, how do they get it if they don't have a driver's license or other documentation?

June 11, 2025 LBCIC Second Public Hearing

- Why are public services capped at 15%?
- How have survey responses changed this year from last year?
- How does the City incorporate survey feedback into development of the Action Plan?

June 17, 2025 City Council Meeting

- The City does a good job with what limited resources it has. Would like to see the City get more involved in owning more housing – should shift HOME funding to expand public housing owned by the City.

Comments Received During 30-Day Public Comment Period

- "Why is there no mention of health risks or evaluations? We have our own city health department and Health Officer (rare for CA) and this should be included, especially including lead abatement, lead and noise exposure, increased pollution and decreasing access to open air space."
- "There should be guidance and restrictions to public infrastructure and creating affordable housing in areas designated historic."
- Homes need electrical upgrades especially HVACs because of air quality
- Play yards in parks need to be improved
- Funds should be allocated to help meet health standards inside of single-family homes and renovations

Survey Analysis

During the period from March 5, 2025, to April 26, 2025, the Community Development Department, Housing and Neighborhood Services Bureau Staff distributed surveys at various outreach events, community workshops and meetings to assess priorities for the FY 25-26 Action Plan. The survey was also promoted across the Department social media accounts, through e-mail distribution lists and made available on the Department website. The three-question survey asked participants to provide their zip code, choose one Consolidated Plan Goal most important to them, and rate current CDBG, ESG, and HOME activities as either "Very Important", "Somewhat Important" or "Not Important". Staff collected a total of 508 surveys. Fourteen (14) of those surveys were submitted by participants residing outside of the Long Beach jurisdiction, and 18 did not provide a zip code. These 32 surveys were excluded from the analysis, leaving a total of 476 responses that were further analyzed. The largest portion of surveys, making up 32 percent (152

survey responses), came from the 90810-zip code, which encompasses the West Long Beach area.

Out of the five Consolidated Plan Goals, “Support Activities that Assist with Basic Needs, Eliminate Blight, and/or Strengthen Neighborhoods” made up 26 percent of responses and 24 percent (155) chose “Assist in the Creation and Preservation of Affordable Housing for Lower-Income and Special Needs Households" as the most crucial.

The survey results also highlight that among the CDBG programs, Senior Services received the highest rating of “Very Important” (71%), followed by More Affordable Housing Production and Afterschool and Weekend Recreation (tied at 68%). Of the HOME program activity with the most “Very Important” responses were consistent with the highest-priority goal outlined Consolidated Plan Goal, which is Affordable Housing Production (this is both a CDBG and HOME activity). Between the two ESG programs, the Emergency Shelter received the highest number of “Very Important” responses (65%).

Stakeholders List

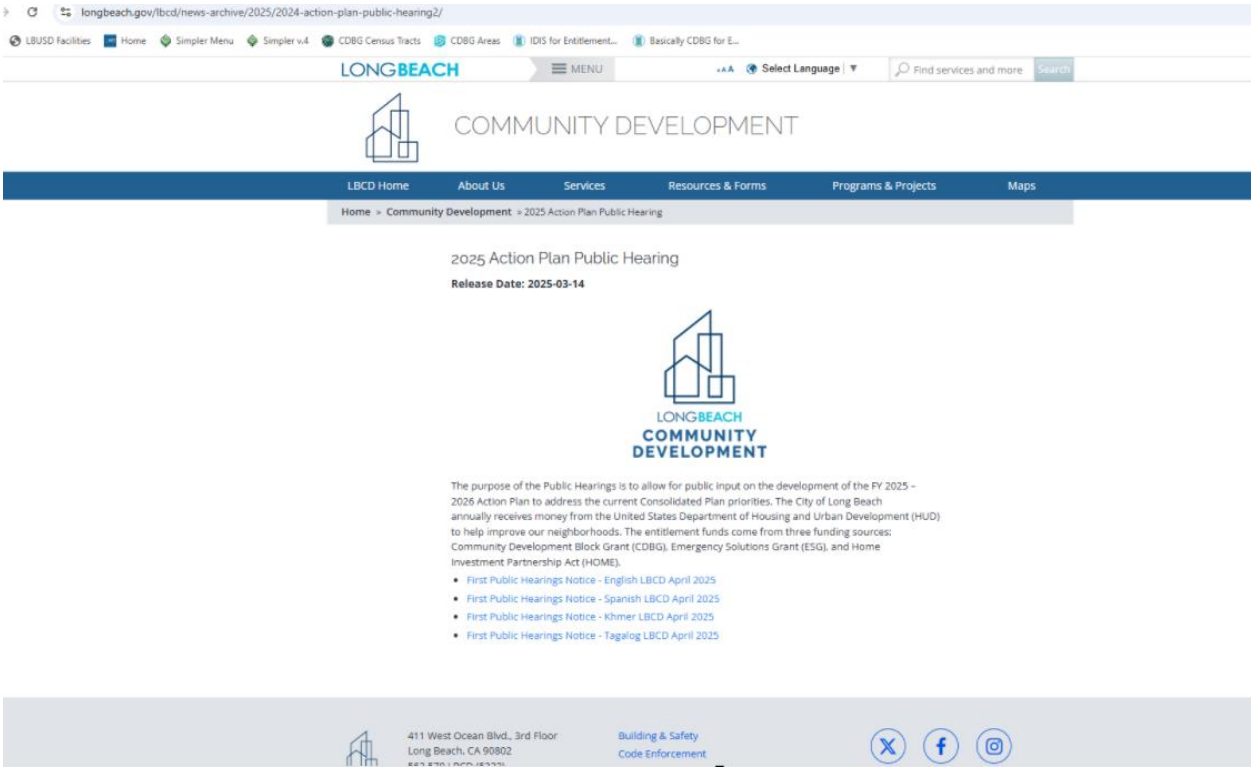
3COTECH Sustainability
Abundant Housing Los Angeles
Action Network
Addams Arts Project
Adobe Communities
AOC 7 Neighborhood Association
Apartment Association, Southern
Arts Council Long Beach
Bluff Park Neighborhood Association
Boeing
Bridge Housing
Bryson Financial Wealth Management
Build It Green
Building Industry Association – LA/Ventura
Building Zone Industries
California Department of Housing and Community Development
California State University, Long Beach
Calvary Chapel North Long Beach
Catholic Charities of Los Angeles
Carmelitos
Centro Cha
Century Housing
Century Villages At Cabrillo
Chestnut Cleanup Neighborhood Group
Children Today
City Fabrick
Coalition for Clean Air

College Square Neighborhood Association
Crystal Clear Learning Foundation
Deforest Park Neighborhood Association
Disabled Resource Center
Downtown Long Beach Associates
Dudek Infrastructure Planning
Fair Housing Foundation Of Long Beach
Fourth Street Long Beach
Friendship Neighborhood Network
Geo-Sides Realty
Gold Star Manor
Gordon Apartments – Retirement Housing Foundation
Green Education, Inc.
GRID Alternatives
Habitat Los Angeles
Hamilton Neighborhood Association
Historical Society of Long Beach
Holos Communities
Houghton Park Neighborhood Association
Housing Authority of the City of Los Angeles
Housing Authority of the City of Long Beach
Integral Communities
Interval House
Jane Addams Neighborhood Association
JPMorgan Chase
Laane
Legal Aid Foundation Of Los Angeles
Lennar Homes
Libre
Light and Life Christian Fellowship
Linc Housing
Long Beach Alliance for Clean Energy
Long Beach Chamber Of Commerce
Long Beach Community College
Long Beach Continuum of Care
Long Beach Community Design Center
Long Beach Convention and Visitors Bureau
Long Beach Forward
Long Beach Gray Panthers
Long Beach Minister's Alliance
Long Beach Transit
Long Beach Unified School District
Long Beach Veteran’s Affairs
Los Angeles County Department of Mental Health
Memorial Medical Care
Mental Health America Of Los Angeles

Meta Housing
Midtown BID
Midtown Neighborhood Association
Mitchell M. Tsai Law
National Core Affordable Housing
Neme Design Studio
North Alamitos Beach Association
North Pine Neighborhood Alliance
North Village Community Watch
Pacific 6 Ventures
Pacific Business Partners
Pacific Gateway Workforce Innovation Network
Park & Velayos LLP
Professional Abilities Association of America
Province Group
Ramona Park Neighborhood Association
Rose Park Neighborhood Association
Saint Athanasius Catholic Church
Sares Regis Group
South Coast Air Quality Management
Southern California Association of Nonprofit Housing
Southern California Edison
Sunny Central Neighborhood Association
Starr King Neighborhood Association
Steelcraft Lb
Studio 111
The Children's Clinic Family Health
The Guidance Center
The Scan Foundation
United Cambodian Community
United States Veteran Housing
Upper Westside Community Group
Uptown Bid
Washington Neighborhood Association
Waterford Property Company
Willmore City Heritage Association
Women's Shelter Long Beach
Wrigley Area Neighborhood Alliance, Inc.
Wrigley Association
Wrigley Historic District
Wrigley Is Going Green
Yes In My Backyard
YMCA Of Greater Long Beach
Youth Leadership Institute

Proof of Publication

First Public Hearing Notices



LONGBEACH COMMUNITY DEVELOPMENT

PUBLIC NOTICE

NOTICE OF PUBLIC HEARING

On Wednesday, **April 16, 2025,** at 4:00PM, The Long Beach Community Investment Company (CIC) will conduct a Public Hearing in the City Council Chambers at City Hall at 411 West Ocean Boulevard, Long Beach.

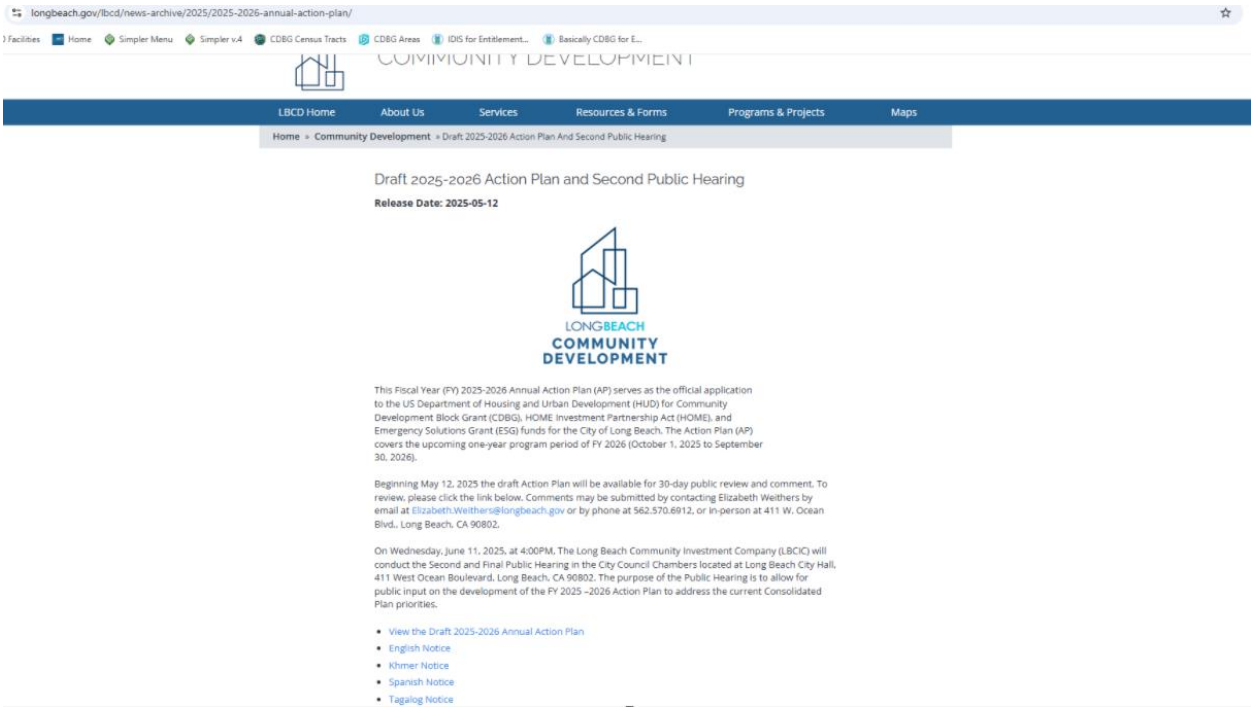
The purpose of the Public Hearings is to allow for public input on the development of the FY 2025 – 2026 Action Plan to address the current Consolidated Plan priorities. The City of Long Beach annually receives money from the United States Department of Housing and Urban Development (HUD) to help improve our neighborhoods. The entitlement funds come from three funding sources: Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnership Act (HOME).

The City of Long Beach intends to provide reasonable accommodation for the public hearing in accordance with the Americans with Disability Act (ADA) of 1990. If special accommodation is required, or to request translated materials, please call Elizabeth Weithers at (562) 570-6912 at least 48 hours prior to the April 16, 2025 public hearing. For persons with hearing or speech disabilities, please call 711 to be connected with a Telecommunications Relay Service. Citizens wishing to provide written comments must do so by April 14, 2025 for the April 16, 2025 public hearing. Written comments may also be addressed to Elizabeth Weithers, Community Development Department, 411 W. Ocean Blvd., Long Beach, CA 90802 or submitted via email to Elizabeth.Weithers@longbeach.gov.

To request this information in an alternative format or to request a reasonable accommodation, please contact the Community Development Department at longbeach.gov/lbcd and 562.570.3807. A minimum of three business days is requested to ensure availability; attempts will be made to accommodate requests with shorter notice.

Page 1 of 1

Second Public Hearing Notices


longbeach.gov/lbcd/news-archive/2025/2025-2026-annual-action-plan/
Facilities
Home
Simpler Menu
Simpler v.4
CDBG Census Tracts
CDBG Areas
IDIS for Entitlement...
Basically CDBG for E...
COMMUNITY DEVELOPMENT
LBCD Home
About Us
Services
Resources & Forms
Programs & Projects
Maps
Home » Community Development » Draft 2025-2026 Action Plan And Second Public Hearing
Draft 2025-2026 Action Plan and Second Public Hearing
Release Date: 2025-05-12
LONGBEACH
COMMUNITY
DEVELOPMENT
This Fiscal Year (FY) 2025-2026 Annual Action Plan (AP) serves as the official application to the US Department of Housing and Urban Development (HUD) for Community Development Block Grant (CDBG), HOME Investment Partnership Act (HOME), and Emergency Solutions Grant (ESG) funds for the City of Long Beach. The Action Plan (AP) covers the upcoming one-year program period of FY 2026 (October 1, 2025 to September 30, 2026).
Beginning May 12, 2025 the draft Action Plan will be available for 30-day public review and comment. To review, please click the link below. Comments may be submitted by contacting Elizabeth Weithers by email at Elizabeth.Weithers@longbeach.gov or by phone at 562.570.6912, or in-person at 411 W. Ocean Blvd., Long Beach, CA 90802.
On Wednesday, June 11, 2025, at 4:00PM, The Long Beach Community Investment Company (LBCIC) will conduct the Second and Final Public Hearing in the City Council Chambers located at Long Beach City Hall, 411 West Ocean Boulevard, Long Beach, CA 90802. The purpose of the Public Hearing is to allow for public input on the development of the FY 2025 –2026 Action Plan to address the current Consolidated Plan priorities.
View the Draft 2025-2026 Annual Action Plan
English Notice
Khmer Notice
Spanish Notice
Tagalog Notice

LONGBEACH COMMUNITY DEVELOPMENT

PUBLIC NOTICE

NOTICE OF PUBLIC HEARING AND DOCUMENT AVAILABILITY

On Wednesday, **June 11, 2025,** at 4 p.m., The Long Beach Community Investment Company will conduct a public hearing at Long Beach City Hall, 411 W. Ocean Blvd., City Council Chambers, Long Beach, CA 90802.

The purpose of the public hearing is to allow for public input on the Fiscal Year (FY) 2025-2026 Action Plan (Plan), which addresses the current Consolidated Plan priorities. The City of Long Beach annually receives money from the United States Department of Housing and Urban Development to help improve our neighborhoods. The entitlement funds come from three funding sources: Community Development Block Grant, Emergency Solutions Grant, and Home Investment Partnership Act.

Beginning **May 12, 2025,** draft copies of the FY 2025-2026 Action Plan will be available for public review and comment. Funding levels shown in the draft Plan are estimated amounts and are subject to change based on final allocation amounts. The draft Plan can be downloaded from the "Stay Informed: Latest News" section of the Long Beach Community Development Department website homepage at longbeach.gov/lbcd, in-person at 411 W. Ocean Blvd., Long Beach, CA 90802 or by contacting Elizabeth Weithers by email at Elizabeth.Weithers@longbeach.gov or by phone at (562) 570-6912.

The City of Long Beach intends to provide reasonable accommodation for the public hearing in accordance with the Americans with Disability Act (ADA) of 1990. If special accommodation is required, or to request translated materials, please call Elizabeth Weithers at (562) 570-6912 at least 48 hours prior to the June 11, 2025, public hearing. For persons with hearing or speech disabilities, please call 711 to be connected with a Telecommunications Relay Service. Citizens wishing to provide written comments must do so by June 13, 2025. Written comments may also be addressed to Elizabeth Weithers, Community Development Department, 411 W. Ocean Blvd., Long Beach, CA 90802 or submitted via email to Elizabeth.Weithers@longbeach.gov.

To request this information in an alternative format or to request reasonable accommodation, please contact the Community Development Department at longbeach.gov/lbcd and 562.570.3807. A minimum of three business days is requested to ensure availability; attempts will be made to accommodate requests with shorter notice.

Newspaper Proof of Publication

PRESS-TELEGRAM
Local. News. Matters.
presstelegram.com

Long Beach Press-Telegram
5150 E. Pacific Coast Highway Suite 200
Long Beach, California 90804
(310) 540-5511

City of Long Beach - Operations Division
411 W. Ocean Blvd., Third Floor
Long Beach, California 90802

FILE NO. 0011724063

PROOF OF PUBLICATION
(2015.5 C.C.P.)

STATE OF CALIFORNIA
County of Los Angeles

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not party to or interested in the above-entitled matter. I am the principal clerk of the printer of Long Beach Press-Telegram, a newspaper of general circulation, printed and published in the City of Long Beach*, County of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under the date of March 21, 1934, Case Number 370512. The notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

03/14/2025

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Executed at Long Beach, California,
this 14th day of March, 2025.

Signature

*Long Beach Press-Telegram, a newspaper of general circulation, is delivered to and available in but not limited to the following cities: Long Beach, Lakewood, Bellflower, Cerritos, Downey, Norwalk, Artesia, Paramount, Wilmington, Compton, South Gate, Los Alamitos, Seal Beach, Cypress, La Palma, Lynwood, San Pedro, Hawaiian Gardens, and Signal Hill.

NOTICE OF PUBLIC HEARING

On Wednesday, **April 16, 2025,** at 4:00PM, The Long Beach Community Investment Company (LBCIC) will conduct a First Public Hearing in the City Council Chambers at City Hall at 411 West Ocean Boulevard, Long Beach.

The purpose of the public hearing is to allow for public input on the development of the FY 2025 – 2026 Action Plan to address the current Consolidated Plan priorities. The City of Long Beach annually receives money from the United States Department of Housing and Urban Development (HUD) to help improve our neighborhoods. The entitlement funds come from three funding sources: Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnership Program (HOME).

The City of Long Beach intends to provide reasonable accommodation for the public hearing in accordance with the Americans with Disability Act (ADA) of 1990. If special accommodation is required, or to request translated materials, please call Elizabeth Weithers at (562) 570-6912 at least 48 hours prior to the April 16, 2025 public hearing. For persons with hearing or speech disabilities, please call 711 to be connected with a Telecommunications Relay Service. Citizens wishing to provide written comments must do so by April 14, 2025 for the April 16, 2025 public hearing. Written comments may also be addressed to Elizabeth Weithers, Community Development Department, 411 W. Ocean Blvd., Long Beach, CA 90802 or submitted via email to Elizabeth.Weithers@longbeach.gov.

Long Beach Press-Telegram
Published: 3/14/25

PROOF OF PUBLICATION
(2015.5C.C.P)

LaOpinión

915 Wilshire Blvd Ste 800, Los Angeles, CA 90017
Tel: (213)896-2260 • Fax: (213)896-2238

STATE OF CALIFORNIA

I am a citizen of the United States and a resident of the county aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of La Opinión a newspaper of general circulation, printed and published daily in the city of Los Angeles, county of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under the date of July 28, 1969, Case Number: 950176; that the notice, of which the annexed is a printed copy, has been published in each regular and not in any supplement thereof on the following dates, to wit:

March 14

all in the year 2025

I certified (or declared) under penalty of perjury that the foregoing is true and correct.
Dated at Los Angeles, California, this

14 day of March, 2025

Rosa Berumen
Signature

AVD #017 Controlled
Rev. 03/12

This space is for the County Clerk's filing Stamp

Proof of publication:

Notificación de Audiencia Pública

El miércoles, 16 de abril 2025 a las 4:00 p.m., La Compañía de Inversión Comunitaria de Long Beach llevará a cabo una Audiencia Pública en la Cámara del Consejo Municipal ubicado en el Ayuntamiento Municipal en el 411 Ocean Boulevard, Long Beach.

El propósito de la Audiencia Pública es el de obtener retroalimentación pública sobre el Plan de Acción (Plan) del Año Fiscal 2025-2026, el cual aborda las prioridades del Plan Consolidado actual. La Ciudad de Long Beach recibe anualmente fondos por parte del Departamento de Vivienda y Urbano (HUD) estadounidense para ayudar a mejorar a nuestras comunidades. Los fondos estructurales provienen de tres fuentes de financiación: Subvención del Desarrollo Comunitario (CDBG), Subvención de Soluciones de Emergencias (ESG), y la Ley de Afiliación de Inversiones Viviendas (HOME).

La Ciudad de Long Beach pretende brindar adaptaciones razonables a las Audiencias Públicas de acuerdo con la Ley Estadounidense para Discapacidades de 1990. Si requiere adaptaciones especiales, o para solicitar material traducido, favor de llamar a Elizabeth Weithers al (562) 570-6912 con por lo menos 48 horas previo a la Audiencia Pública del 16 de abril, 2025. Para aquellas personas que padecen una discapacidad auditiva o del habla, favor de llamar al 711 para ser conectado con un Servicio de Retransmisión de Telecomunicación. Los Ciudadanos que deseen brindar comentarios escritos lo pueden hacer a más tardar del 14 de abril, 2025 para la Audiencia Pública del 16 de abril, 2025. Los comentarios escritos también pueden ser dirigidos a Elizabeth Weithers, Departamento del Desarrollo Comunitario, 411 West Ocean Boulevard, Long Beach, CA 90802. Correo electrónico: Elizabeth.Weithers@longbeach.gov.

An Impremedia Company

PRESS-TELEGRAM
Local. News. Matters.
presstelegram.com

Long Beach Press-Telegram
5150 E. Pacific Coast Highway Suite 200
Long Beach, California 90804
(310) 540-5511

City of Long Beach - Operations Division
411 W. Ocean Blvd., Third Floor
Long Beach, California 90802

FILE NO. 0011734715

PROOF OF PUBLICATION
(2015.5 C.C.P.)

STATE OF CALIFORNIA
County of Los Angeles

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not party to or interested in the above-entitled matter. I am the principal clerk of the printer of Long Beach Press-Telegram, a newspaper of general circulation, printed and published in the City of Long Beach*, County of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under the date of March 21, 1934, Case Number 370512. The notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

05/12/2025

I certify (or declare) under the penalty of perjury that the foregoing is true and correct,

Executed at Long Beach, California,
this 12th day of May, 2025,

Signature

*Long Beach Press-Telegram, a newspaper of general circulation, is delivered to and available in but not limited to the following cities: Long Beach, Lakewood, Bellflower, Cerritos, Downey, Norwalk, Artesia, Paramount, Wilmington, Compton, South Gate, Los Alamitos, Seal Beach, Cypress, La Palma, Lynwood, San Pedro, Hawaiian Gardens, and Signal Hill.

NOTICE OF PUBLIC HEARING AND DOCUMENT AVAILABILITY

On Wednesday, **June 11, 2025**, at 4 p.m., The Long Beach Community Investment Company will conduct a public hearing at Long Beach City Hall, 411 W. Ocean Blvd., City Council Chambers, Long Beach, CA 90802.

The purpose of the public hearing is to allow for public input on the Fiscal Year (FY) 2025-2026 Action Plan (Plan), which addresses the current Consolidated Plan priorities. The City of Long Beach annually receives money from the United States Department of Housing and Urban Development to help improve our neighborhoods. The entitlement funds come from three funding sources: Community Development Block Grant, Emergency Solutions Grant, and Home Investment Partnership Act.

Beginning **May 12, 2025**, draft copies of the FY 2025-2026 Action Plan will be available for public review and comment. Funding levels shown in the draft Plan are estimated amounts and are subject to change based on final allocation amounts. The draft Plan can be downloaded from the "Stay Informed: Latest News" section of the Long Beach Community Development Department website homepage at longbeach.gov/lbcd, in-person at 411 W. Ocean Blvd., Long Beach, CA 90802 or by contacting Elizabeth Weithers by email at Elizabeth.Weithers@longbeach.gov or by phone at (562) 570-6912.

The City of Long Beach intends to provide reasonable accommodation for the public hearing in accordance with the Americans with Disability Act (ADA) of 1990. If special accommodation is required, or to request translated materials, please call Elizabeth Weithers at (562) 570-6912 at least 48 hours prior to the June 11, 2025, public hearing. For persons with hearing or speech disabilities, please call 711 to be connected with a Telecommunications Relay Service. Citizens wishing to provide written comments must do so by June 13, 2025. Written comments may also be addressed to Elizabeth Weithers, Community Development Department, 411 W. Ocean Blvd., Long Beach, CA 90802 or submitted via email to Elizabeth.Weithers@longbeach.gov.

Long Beach Press-Telegram
Published: 5/12/25

PROOF OF PUBLICATION
(2015.5C.C.P)

LaOpinión

915 Wilshire Blvd Ste 800, Los Angeles, CA 90017
Tel: (213)896-2260 • Fax: (213)896-2238

STATE OF CALIFORNIA

I am a citizen of the United States and a resident of the county aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of La Opinión a newspaper of general circulation, printed and published daily in the city of Los Angeles, county of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under the date of July 28, 1969, Case Number: 950176; that the notice, of which the annexed is a printed copy, has been published in each regular and not in any supplement thereof on the following dates, to wit:

May 12

all in the year 2025

I certified (or declared) under penalty of perjury that the foregoing is true and correct.
Dated at Los Angeles, California, this

14 day of May, 2025

Signature

This space is for the County Clerk's filing Stamp

Proof of publication:

Notificación de Audiencia Pública y Disponibilidad del Documento

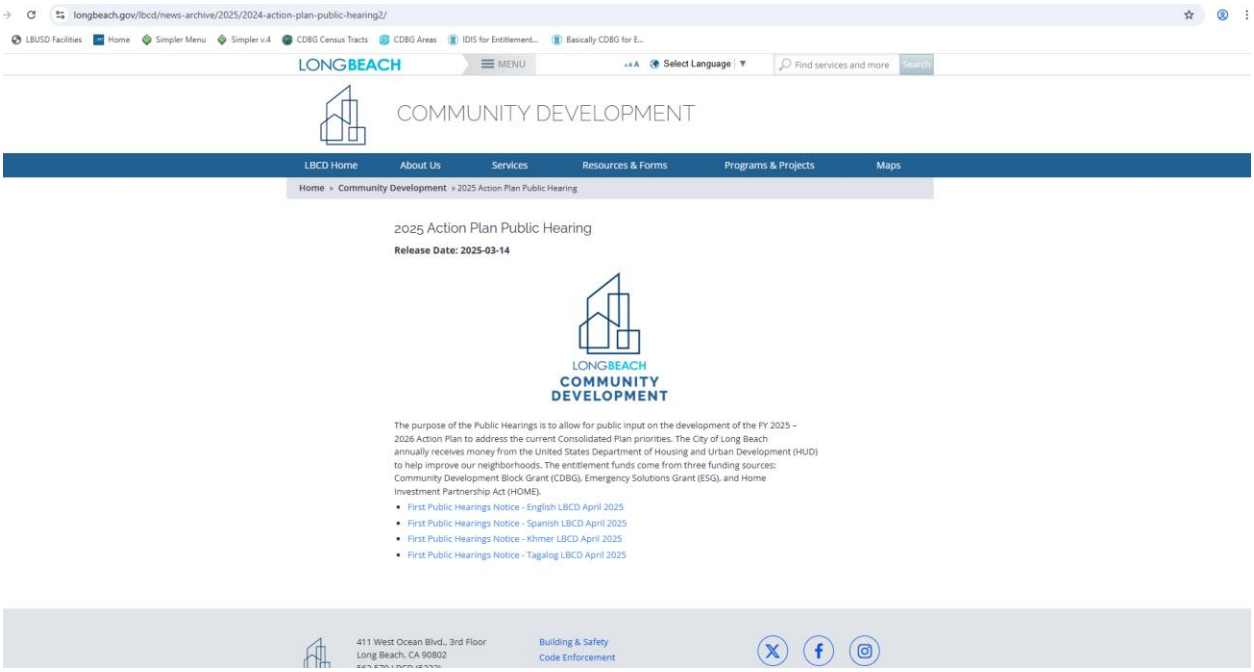
El miercoles, 11 de junio 2025 a las 4:00 p.m., La Compañía de Inversión Comunitaria de Long Beach llevará a cabo una Audiencia Pública en la Cámara del Consejo Municipal ubicado en el Ayuntamiento Municipal en el 411 Ocean Boulevard, Long Beach.

El propósito de la Audiencia Pública es el de obtener retroalimentación pública sobre el Plan de Acción (Plan) del Año Fiscal 2025-2026, el cual aborda las prioridades del Plan Consolidado actual. La Ciudad de Long Beach recibe anualmente fondos por parte del Departamento de Vivienda y Urbano (HUD) estadounidense para ayudar a mejorar a nuestras comunidades. Los fondos estructurales provienen de tres fuentes de financiación: Subvención del Desarrollo Comunitario (CDBG), Subvención de Soluciones de Emergencias (ESG), y la Ley de Asociación de Inversiones Viviendas (HOME).

A partir del 12 de mayo, 2025, copias de borradores del Plan de Acción 2025-2026 estarán disponibles para la revisión y comentario público. Los niveles de financiación presentados en el borrador del Plan representan montos aproximados y son sujetos a cambiar en base a la asignación de montos finales. El borrador del Plan puede ser bajado por medio de "Stay Informed/Latest News" la sección de anuncios en la página web del Desarrollo Comunitario por medio de longbeach.gov/lbcd, en persona en el 411 West Ocean Boulevard, Long Beach, CA 90802 o al comunicarse con Elizabeth Welthers por correo electrónico Elizabeth.Welthers@longbeach.gov o por teléfono (562) 570-6912.

La Ciudad de Long Beach pretende brindar adaptaciones razonables a las Audiencias Públicas de acuerdo con la Ley Estadounidense para Discapacidades de 1990. Si requiere adaptaciones especiales, o para solicitar material traducido, favor de llamar a Elizabeth Welthers al (562) 570-6912 con por lo menos 48 horas previo a la Audiencia Pública del 11 de junio, 2025. Para aquellas personas que padecen una discapacidad auditiva o del habla, favor de llamar al 711 para ser conectado con un Servicio de Retransmisión de Telecomunicación. Los Ciudadanos que deseen brindar comentarios escritos lo pueden hacer a más tardar del 13 de junio, 2025. Los comentarios escritos también pueden ser dirigidos a Elizabeth Welthers, Departamento del Desarrollo Comunitario, 411 West Ocean Boulevard, Long Beach, CA 90802. Correo electrónico: Elizabeth.Welthers@longbeach.gov.

Outreach Announcements



From: Neighborhood Resource Center
Sent: Tuesday, April 15, 2025 8:38 AM
To: Neighborhood Resource Center
Cc: Elizabeth Weithers; Nikki Amick
Subject: Invitation from City of LB to Community Development Week Events & On-Line Survey -- Begins: -- Monday, April 21, 2025, 5:30 p.m. @ Multiple Locations

---

From: Nikki Amick <Nikki.Amick@longbeach.gov>
Sent: Monday, April 14, 2025 2:36 PM
Subject: Invitation from the City of Long Beach - April 21 to April 26 is Community Development Week! Join us for a Week of Events

The City of Long Beach will be hosting a variety of events from April 21st to April 26th, in celebration of Community Development Week, and you're invited!

What is Community Development Week?

The focus of Community Development Week is to highlight U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), and Emergency Solutions Grant (ESG) funds to support Long Beach residents. These programs are crucial in **supporting affordable housing creation, public infrastructure projects, and a broad range of public service programming**. Throughout Community Development Week, the City of Long Beach will be hosting workshops and events as well as opportunities to provide input on the 2025-2026 Action Plan for HUD grant funding. Please join us!

What are the events, and how do I attend?

Listed below are the events we will be hosting including times and locations. For more information, please visit longbeach.gov/HUDgrants. Spanish, Khmer and Tagalog interpretation will be provided.

Event Name	Date	Time	Location
Senior and Youth Programs Workshop	Monday, April 21	5:30 – 6:30 p.m.	Bret Harte Neighborhood Library (195 W. Willow St.)
Neighborhood Leadership Program Workshop	Wednesday, April 23	6 – 7 p.m.	Silverado Park (1545 W. 31st St.)

2025-2026 Action Plan Virtual Meeting	Thursday, April 24	6 – 7 p.m.	Join online via Zoom at bit.ly/VirtualActionPlan Meeting ID: 980 7443 6774
2025-2026 Action Plan and Housing Element Mid-Cycle Assessment Community Meeting	Saturday, April 26	10 a.m. – noon	Orizaba Park (1435 Orizaba Ave)

Can't attend? You can also take our Action Plan survey!

As part of the 2025-2026 Action Plan, the City wants to hear from you about how HUD grant funding goals and activities should be prioritized. Click the link below to take our three-question survey, available in English, Spanish, Khmer and Tagalog.

Lbcity.info/CDWeekSurvey

For additional comments or questions, please contact Elizabeth Weithers, Operations Officer, at Elizabeth.Weithers@longbeach.gov or (562) 570-6912.

From: Neighborhood Resource Center
Sent: Monday, May 12, 2025 3:14 PM
To: Neighborhood Resource Center
Cc: Elizabeth Weithers
Subject: Announcement from the City of Long Beach: 30-Day Public Comment Period & Wed, June 11, 2025, Second Public Hearing for the FY 2025-2026 HUD Grants Action Plan!

From: Nikki Amick <Nikki.Amick@longbeach.gov>
Sent: Thursday, May 8, 2025 4:17 PM
Subject: Announcement from the City of Long Beach: 30-Day Public Comment Period and June 11, 2025, Second Public Hearing for the FY 2025-2026 Action Plan!

The City of Long Beach is in the process of developing the Fiscal Year (FY) 2025-2026 (25-26) Action Plan for U.S. Department of Housing and Urban Development (HUD) grant funds. These grants are crucial in supporting affordable housing creation, public infrastructure projects, and a broad range of public service programming.

30-day Public Comment Period

Beginning **May 12, 2025,** the draft FY 25-26 Action Plan will be available for 30-day public review and comment. To review, the Plan can be downloaded from the "Stay Informed: Latest News" section of the Long Beach Community Development Department website homepage at longbeach.gov/lbcd, in-person at 411 W. Ocean Blvd., Long Beach, CA 90802 or by contacting Elizabeth Weithers by email at Elizabeth.Weithers@longbeach.gov or by phone at (562) 570-6912.

Public comment can be submitted in-person at 411 W. Ocean Blvd., Long Beach, CA 90802, or by contacting Elizabeth Weithers by email at Elizabeth.Weithers@longbeach.gov or by phone at (562) 570-6912.

Second and Final Public Hearing

On **June 11, 2025**, at 4:00 P.M., the Long Beach Community Investment Company will also be conducting a public hearing at Long Beach City Hall, 411 W. Ocean Blvd., City Council Chambers Long Beach, CA 90802.

The purpose of this public hearing is to allow for public input on the FY 25-26 Action Plan which addresses the current Consolidated Plan priorities.

For Special Accommodation:

The City of Long Beach intends to provide reasonable accommodation for the public hearing in accordance with the Americans with Disability Act (ADA) of 1990. If special accommodation is required, or to request translated materials, please call Elizabeth Weithers at (562) 570-6912 at least 48 hours prior to the June 11, 2025, public hearing. For persons with hearing or speech disabilities, please call 711 to be connected with a Telecommunications Relay Service. Citizens wishing to provide written comments must do so by June 13, 2025.

1

Action Plan Community Survey

City of Long Beach 2025-2026 Action Plan Community Survey

1. **What is your zip code?** _____
2. **Choose the Consolidated Plan Goal most important to you (select one).**
   - ☐ Assist in the Creation and Preservation of Affordable Housing for Lower-Income and Special Needs Households
   - ☐ Support Activities to End Homelessness
   - ☐ Support Activities that Assist with Basic Needs, Eliminate Blight, and/or Strengthen Neighborhoods
   - ☐ Expand Economic Opportunities for Low-Income Households
   - ☐ Promote Fair Housing Choice
3. **How important are the following programs to you to address housing and community development needs?**

Name of Program	Not Very Important	Somewhat Important	Very Important
More Affordable Housing Production - Acquisition, New Construction and Rehabilitation	☐	☐	☐
After School and Weekend Recreation Youth Program	☐	☐	☐
Code Enforcement	☐	☐	☐
Emergency Shelter (Homelessness)	☐	☐	☐
Fair Housing Services	☐	☐	☐
Graffiti Prevention Program (Mural Restoration)	☐	☐	☐
Graffiti Removal	☐	☐	☐
Home Improvement Roof Grant Program	☐	☐	☐
Neighborhood Leadership Program	☐	☐	☐
Neighborhood Resource Center	☐	☐	☐
Rapid Rehousing (Homelessness)	☐	☐	☐
Rental Assistance	☐	☐	☐
Security Deposit Assistance	☐	☐	☐
Senior Services (Meals on Wheels)	☐	☐	☐
Sidewalk Improvement Projects	☐	☐	☐
Small Business Technical Assistance	☐	☐	☐

To learn more about Housing and Urban Development Grant programs and services, visit longbeach.gov/hudgrants. For assistance or questions about this survey, contact Housing and Neighborhood Services at 562.570.6949.

LONGBEACH COMMUNITY DEVELOPMENT

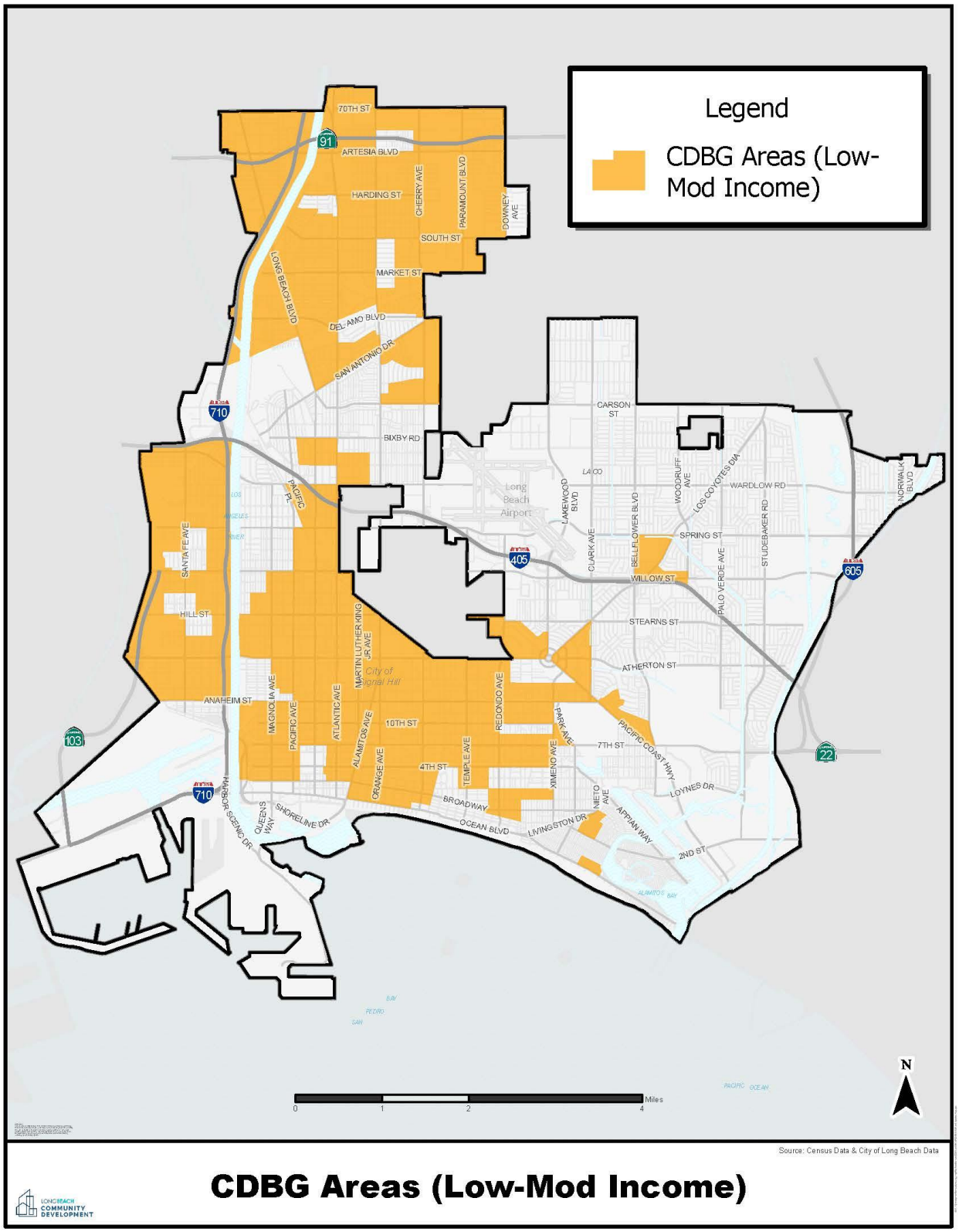
The Long Beach COMMUNITY INVESTMENT Company

To request this information in an alternative format or to request a reasonable accommodation, please contact the Community Development Department at longbeach.gov/lbcd and 562.570.3807. A minimum of three business days is requested to ensure availability; attempts will be made to accommodate requests with shorter notice.

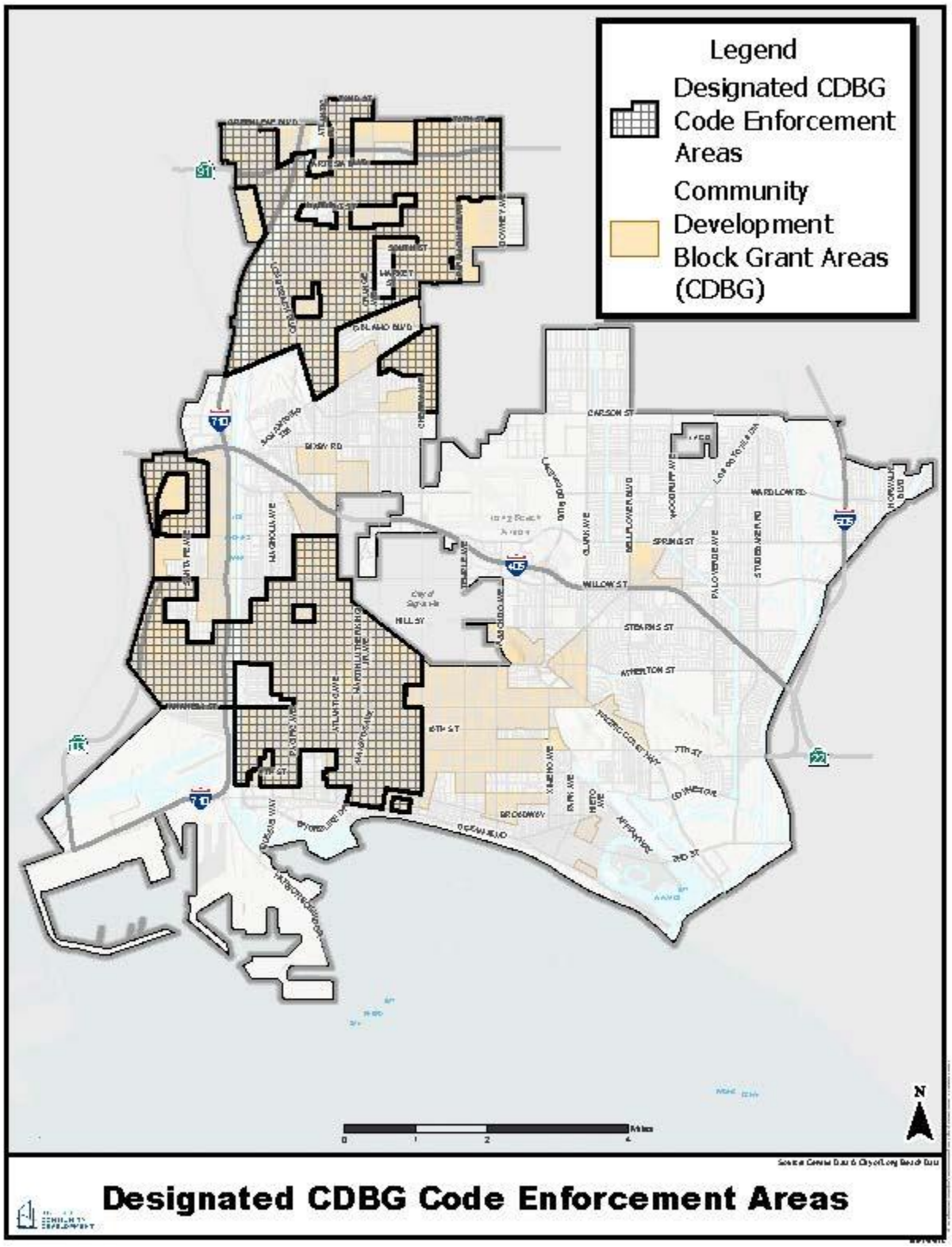
Appendix B: Relevant Maps

The following maps illustrate the various target areas in implementing the City's Consolidated Plan strategies and programs.

Low and Moderate Income CDBG Target Areas



Designated CDBG Code Enforcement Areas



Appendix C: ESG Written Standards

Long Beach Continuum of Care

Written Standards

Department of Health and Human Service

Homeless Services Division

REVIEW RELEASE DATES AND BOARD APPROVAL DATES

Continuum of Care Grant Written Standards	
Review Release Date	CoC Board of Directors Approval Date
April 30, 2015	-
May 27, 2016	September 8, 2016

Emergency Solutions Grant Written Standards	
Review Release Date	CoC Board of Directors Approval Date
April 30, 2015	June 24, 2015
May 27, 2016	September 8, 2016

Merged CoC & ESG Written Standards	
Review Release Date	CoC Board of Directors Approval Date
April 11, 2017	May 11, 2017
June 11, 2018	June 27, 2018
March 7, 2019	June 11, 2019
January 13, 2022	April 12, 2022
February 2, 2023	July 11, 2023
June 11, 2024	July 9, 2024

TABLE OF CONTENTS

Written Standards i

Department of Health and Human Services i

INTRODUCTION 1

PURPOSE 1

SECTION I: GENERAL REQUIREMENTS 2

COORDINATED ENTRY SYSTEM 2

HOUSING FIRST 2

STANDARDS FOR DETERMINING TERMINATION OF ASSISTANCE 2

STANDARDS FOR PROJECT PARTICIPANT CONFIDENTIALITY 5

STANDARDS FOR FAIR AND EQUAL ACCESS AND INCLUSIVITY 5

ASSURANCE OF COMPLIANCE WITH THE VIOLENCE AGAINST WOMEN REAUTHORIZATION ACT OF 2013 7

STANDARDS FOR GRIEVANCE AND INCIDENT REPORTING 8

LIVED EXPERIENCE PARTICIPATION REQUIREMENT 12

PERFORMANCE STANDARDS 12

SYSTEM EVALUATION 12

TRAINING AND PARTICIPATION REQUIREMENT 13

CONSULTATION WITH CONTINUUM OF CARE MEMBERSHIP 13

CLIENT SATISFACTION… 14

THE FOLLOWING SECTIONS ARE SPECIFIC TO CoC AND ESG FUNDED SUBRECIPIENTS

Section II: Continuum of Care (CoC) **15**

POLICIES, PROCEDURES, AND STANDARDS… **15**

BACKGROUND 15

POLICIES AND PROCEDURES FOR EVALUATING HOUSEHOLD ELIGIBILITY FOR ASSISTANCE UNDER 24 CFR 578 15

POLICIES AND PROCEDURES FOR DETERMINING AND PRIORITIZING WHICH ELIGIBLE INDIVIDUALS AND FAMILIES WILL RECEIVE TRANSITIONAL HOUSING ASSISTANCE 16

POLICIES AND PROCEDURES FOR DETERMINING AND PRIORITIZING WHICH ELIGIBLE INDIVIDUALS AND FAMILIES WILL RECEIVE RAPID RE-HOUSING ASSISTANCE. 16

STANDARDS FOR DETERMINING WHAT PERCENTAGE OR AMOUNT OF RENT EACH PROGRAM PARTICIPANT MUST PAY WHILE RECEIVING RAPID RE-HOUSING ASSISTANCE. 18

POLICIES AND PROCEDURES FOR DETERMINING AND PRIORITIZING WHICH ELIGIBLE INDIVIDUALS AND FAMILIES WILL RECEIVE PERMANENT SUPPORTIVE HOUSING ASSISTANCE. 18

SECTION III: EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM BACKGROUND, POLICIES, PROCEDURES, AND STANDARDS 19

BACKGROUND 19

POLICIES AND PROCEDURES FOR EVALUATING HOUSEHOLD ELIGIBILITY FOR ASSISTANCE UNDER EMERGENCY SOLUTIONS GRANT (ESG) 20

STANDARDS FOR STREET OUTREACH 21

POLICIES AND PROCEDURES FOR ADMISSION, DIVERSION, REFERRAL, AND DISCHARGE BY EMERGENCY SHELTERS ASSISTED UNDER ESG, INCLUDING STANDARDS REGARDING LENGTH OF STAY, IF ANY, AND SAFEGUARDS TO MEET THE SAFETY AND SHELTER NEEDS OF SPECIAL POPULATION. 22

POLICIES AND PROCEDURES FOR ASSESSING, PRIORITIZING, AND REASSESSING HOUSEHOLD NEEDS FOR ESSENTIAL SERVICES RELATED TO EMERGENCY SHELTER 22

POLICIES AND PROCEDURES FOR COORDINATION AMONG EMERGENCY SHELTER PROVIDERS, ESSENTIAL SERVICES PROVIDERS, HOMELESSNESS PREVENTION, AND RAPID RE-HOUSING ASSISTANCE PROVIDERS; OTHER HOMELESS ASSISTANCE PROVIDERS; AND MAINSTREAM SERVICE AND HOUSING PROVIDERS 22

POLICIES AND PROCEDURES FOR DETERMINING AND PRIORITIZING WHICH ELIGIBLE FAMILIES AND INDIVIDUALS WILL RECEIVE HOMELESSNESS PREVENTION ASSISTANCE AND WHICH ELIGIBLE FAMILIES AND INDIVIDUALS WILL RECEIVE RAPID RE- HOUSING ASSISTANCE 17

STANDARDS FOR DETERMINING WHAT PERCENTAGE OR AMOUNT OF RENT AND UTILITIES COSTS EACH PROGRAM PARTICIPANT MUST PAY WHILE RECEIVING HOMELESSNESS PREVENTION OR RAPID RE-HOUSING ASSISTANCE 23

STANDARDS FOR DETERMINING HOW LONG A PARTICULAR PROGRAM PARTICIPANT WILL BE PROVIDED WITH RENTAL ASSISTANCE AND WHETHER AND HOW THE AMOUNT OF THAT ASSISTANCE WILL BE ADJUSTED OVER TIME 25

STANDARDS FOR DETERMINING THE TYPE, AMOUNT, AND DURATION OF HOUSING STABILIZATION AND/OR RELOCATION SERVICES 25

DETERMINATIONS OF INELIGIBILITY 26

ADDENDUM I 27

BACKGROUND 27

COORDINATION WITH PUBLIC HEALTH PARTNERS TO ESTABLISH COVID-19- SPECIFIC PROCEDURES WHERE APPROPRIATE. IF COMPLIANCE WITH PUBLIC HEALTH GUIDANCE

IS DIFFERENT FOR VICTIMS OF DOMESTIC VIOLENCE OR OTHER PROTECTED POPULATIONS, ALTERNATIVE PROCEDURES MUST BE DOCUMENTED 27

EXPANDED DEFINITION OF ESG-CV ELIGIBLE SHELTER FUNDS. 27

STANDARD POLICIES AND PROCEDURES FOR EVALUATING INDIVIDUALS' AND FAMILIES' ELIGIBILITY FOR ASSISTANCE UNDER ESG. 27

STANDARDS FOR TARGETING AND PROVIDING ESSENTIAL SERVICES RELATED TO STREET OUTREACH 28

POLICIES AND PROCEDURES FOR ADMISSION, DIVERSION, REFERRAL, AND DISCHARGE BY EMERGENCY SHELTERS ASSISTED UNDER ESG, INCLUDING STANDARDS REGARDING THE LENGTH OF STAY, IF ANY, AND SAFEGUARDS TO MEET THE SAFETY AND SHELTER NEEDS OF SPECIAL POPULATIONS (E.G., VICTIMS OF DOMESTIC VIOLENCE, SEXUAL ASSAULT, AND STALKING) AND INDIVIDUALS AND FAMILIES WHO HAVE THE HIGHEST BARRIERS TO HOUSING AND ARE LIKELY TO BE HOMELESS THE LONGEST. 28

POLICIES AND PROCEDURES FOR ASSESSING, PRIORITIZING, AND REASSESSING INDIVIDUALS' AND FAMILIES' NEEDS FOR ESSENTIAL SERVICES RELATED TO EMERGENCY SHELTER 28

POLICIES AND PROCEDURES FOR COORDINATION AMONG EMERGENCY SHELTER PROVIDERS, ESSENTIAL SERVICES PROVIDERS, HOMELESSNESS PREVENTION, AND RAPID REHOUSING (RRH) ASSISTANCE PROVIDERS; OTHER HOMELESS ASSISTANCE PROVIDERS; AND MAINSTREAM SERVICE AND HOUSING PROVIDERS (SEE §576.400(B) AND (C) FOR A LIST OF PROGRAMS WITH WHICH ESG-FUNDED ACTIVITIES MUST BE COORDINATED AND INTEGRATED TO THE MAXIMUM EXTENT PRACTICABLE). 29

POLICIES AND PROCEDURES FOR DETERMINING AND PRIORITIZING WHICH ELIGIBLE FAMILIES AND INDIVIDUALS WILL RECEIVE HOMELESSNESS PREVENTION ASSISTANCE AND WHICH ELIGIBLE FAMILIES AND INDIVIDUALS WILL RECEIVE RRH ASSISTANCE. 29

STANDARDS FOR DETERMINING WHAT PERCENTAGE OR AMOUNT OF RENT AND UTILITIES COSTS EACH PROGRAM PARTICIPANT MUST PAY WHILE RECEIVING HOMELESSNESS PREVENTION OR RRH ASSISTANCE. 29

STANDARDS FOR DETERMINING HOW LONG A PARTICULAR PROGRAM PARTICIPANT WILL BE PROVIDED WITH RENTAL ASSISTANCE AND WHETHER AND HOW THE AMOUNT OF THAT ASSISTANCE WILL BE ADJUSTED OVER TIME 29

STANDARDS FOR DETERMINING THE TYPE, AMOUNT, AND DURATION OF HOUSING STABILIZATION AND/OR RELOCATION SERVICES TO PROVIDE TO A PROGRAM PARTICIPANT, INCLUDING THE LIMITS (IF ANY) ON THE HOMELESSNESS PREVENTION OR RRH ASSISTANCE THAT EACH PROGRAM PARTICIPANT MAY RECEIVE (SUCH AS THE MAXIMUM AMOUNT OF ASSISTANCE, MAXIMUM NUMBER OF MONTHS THE PROGRAM PARTICIPANT MAY RECEIVE ASSISTANCE, OR THE MAXIMUM NUMBER OF TIMES THE PROGRAM PARTICIPANT MAY RECEIVE ASSISTANCE). 30

APPENDIX A 31
APPENDIX B 32

LONG BEACH CONTINUUM OF CARE WRITTEN STANDARDS

INTRODUCTION

The Long Beach Continuum of Care (CoC) is a comprehensive system of care that is committed to respond to the diverse needs of individuals and families in the City of Long Beach who are experiencing homelessness and those who are at risk of homelessness. This comprehensive system of care involves the collaborative efforts of local agencies, city leaders, and community groups that together provide services and programs designed to reduce and end homelessness in Long Beach.

PURPOSE

The Continuum of Care (CoC) and Emergency Solutions Grant (ESG) Program interim rules require recipients and CoCs to develop written standards for administering assistance. This is necessary to establish community-wide expectations on the operations of projects within the community, to ensure the system is transparent to users and operators, to establish a minimum set of standards and expectations of the quality expected of projects, to make the local priorities transparent to recipients and subrecipient of funds, and to create consistency and coordination between projects.

The Written Standards establishes uniform criteria for eligibility determination, system delivery, prioritization, and performance measures throughout the CoC. These standards will ensure that households at risk of homelessness and those experiencing homelessness will be given similar information and support to access and maintain services. All projects that receive CoC and/or ESG funding are required to abide by the Written Standards. The City of Long Beach Homeless Service Bureau -applies these written standards to all subrecipients in the Long Beach Continuum of Care.

The Written Standards will be reviewed and updated with the approval of the CoC Board.

SECTION I: GENERAL REQUIREMENTS

The Long Beach Continuum of Care's (CoC) geographic boundary is the entire jurisdiction of the City of Long Beach. Through the Long Beach CoC, the City, and its community partners strive to create a balance of emergency, bridge, transitional, and permanent housing, and supportive services that empower individuals and families who are homeless, or at risk of homelessness, to make the critical transition from housing crisis to self-sufficiency and stable permanent housing.

COORDINATED ENTRY SYSTEM

By way of the Long Beach Coordinated Entry System (CES), people at risk of homelessness and people experiencing homelessness are linked to services and/or housing. Refer to the Long Beach Coordinated Entry System Policies and Procedures for more detailed information regarding the Long Beach CES.

HOUSING FIRST

Funded agencies will be required to adhere to a Housing First approach in the design and operations of their projects. Housing First is a proven approach in which all people experiencing homeless are believed to be housing ready and are provided with permanent housing immediately and with few to no preconditions, behavioral contingencies, or barriers. See Housing First guidance.

STANDARDS FOR DETERMINING TERMINATION OF ASSISTANCE

These standards are to identify the minimum requirements to be followed when terminating a participant enrolled in a City of Long Beach Homeless Services Bureau (HSB) subrecipient program to maintain compliance with CA AB 1991. Termination under this section does not bar the subrecipients and partnering agencies from providing further assistance later to the same individual or family.

All elements of the following termination standards must be included as part termination policies and procedures for City of Long Beach Homeless Services Bureau subrecipients and partnering agencies.

Permissible Reasons for Termination

Termination of a participant(s) may occur the following reasons:

- Possession of weapons
- Sexual misconduct
- Assault
- Behaviors that are a danger to others
- Verbally/physically threatening others
- Physical violence to staff of others (participants)

- Direct observation of illegal activity

If any occurrences noted above are present, but do not rise to the level of "direct threat" as defined in CCR title 2: 12179, participants can remain eligible for services. A determination that an accommodation poses a direct threat to the health or safety of others or would cause substantial physical damage to the property of others must be based on an individualized assessment1 that relies on objective evidence, not on mere speculation or stereotype about the requested accommodation or a particular disability or individuals with disabilities in general.

City of Long Beach HSB subrecipients and partnering agencies Termination Policies and Procedures

- HSB Subrecipients must maintain a written set of termination policies and procedures that are in alignment with the City of Long Beach Homeless Services Bureau CoC and Emergency Solution Grant (ESG) Written Standards
- HSB Subrecipients must submit a copy of the aforementioned policies and procedures in compliance with City standards as required by City of Long Beach Request for Proposals (RFP), CoC Policy, and per the City of Long Beach Homeless Services Bureau CoC and ESG Written Standards.
- HSB subrecipients may terminate assistance in accordance with a formal process established by City of Long Beach HSB that recognizes the rights of individuals or families affected by this process.

HSB Subrecipients termination policies and procedures at minimum must include, but are not limited to, the following:

- The policy will be reviewed with participant(s) during intake and Head of Household will acknowledge receipt. If a participant is unable to sign, subrecipient must document the failure to obtain signature in HMIS;
- Participants will be provided a copy of the termination policy and program rules at intake and notified that copies of these policies and procedures are made freely available upon request;
- Termination Policies and Procedures and Program Rules must be prominently displayed in the common area(s) of Subrecipient's facility. Public displays must incorporate the City of Long Beach Homeless Services Bureau's Grievance Coordinator contact information – hsb-grievances@longbeach.gov as a mechanism for program participants and staff to contact the funder/system administrator.

Termination Procedures

CES subrecipients and partnering agencies must have established procedures developed regarding participant guideline violations that shall include an escalation continuum that incorporates documented warnings and documented program staff and participant problem-solving methods that mitigate the behavior prior to instituting terminations from the program. Procedures should include:

- Written notice to the program participant containing a clear statement of the reasons for termination;
- Reference to the Long Beach CoC Grievance policy in the event the participant would like to proceed with filling a grievance due to a termination and or appeal of the termination;
- A centralized and organized system of documenting terminations including a copy or description of the termination, date the participant was terminated, and the date the participant received the written determination of the termination.
- HSB Subrecipients must provide, at minimum, a thirty (30) day termination notice to the participant. If the underlying cause for a proposed termination constitutes a "direct threat," as defined in Section 12179 of Title 2 of the CCR, the program operator may remove the participant from the program immediately, provided that the operator advises the participant of their right to utilize the grievance process.

Exit plans must be developed with the participant including provision of resources or referrals to alternative services and the plan must be documented in HMIS. If circumstance prevents coordination of an exit plan, the participant shall be provided a termination letter that satisfies the above criteria within 24 hours of the participant's request. Exceptions to this process may be made when there is concern for safety of staff or other participants. This should be documented in HMIS in compliance with HMIS Data Standards.

Escalation

If a termination results in a grievance, the grievance policy must be adhered to. Please see the City of Long Beach Homeless Services Bureau Grievance Policy.

If a termination that has resulted in a grievance has not been resolved after the subrecipient has received, reviewed, and attempted to resolve the grievance, the City of Long Beach Homeless Services Bureau will provide additional guidance and support in ensuring due process. If subrecipient does not provide the opportunity to file a grievance, the participant has the right to contact the City of Long Beach Homeless Services Bureau at hsb-grievances@longbeach.gov.

If the termination process is not carried out, any participant already removed from the program shall be granted the right to resume their participation in the program. If the program operator is unable to provide the original site, the program operator shall facilitate a placement for the participant in an alternative program.

Grievances received by the HSB that originate at a site the HSB conducts business with, but is not the primary funder of, will be reviewed and participants will be provided assistance with facilitation to the appropriate resource.

STANDARDS FOR PROJECT PARTICIPANT CONFIDENTIALITY

To ensure the safety and security of program households, partners are required to develop and implement written policies and procedures to guarantee the confidentiality of records concerning program participants in accordance with 24 CFR § 576.500(x) and 24 CFR § 578.103(b). Confidentiality must always be protected. This includes all written information, any release of information, program participant records and adequate confidential space for services. To comply with these requirements, the agency should, for example, keep written records or files under lock and key with only particular personnel granted access to those files. Confidentiality statements must be signed by every employee and kept on file. Standardized forms must be used to show program participant consent when program participant information is exchanged from agency to agency and kept in the program participant chart or file. The policy regarding program participant confidentiality and the completion of required forms must be in place. All HMIS users will adhere to the privacy standards set forth in the City of Long Beach Homeless Management Information System (HMIS) Policies and Procedures.

STANDARDS FOR FAIR AND EQUAL ACCESS AND INCLUSIVITY

Funded projects must comply with the nondiscrimination and equal opportunity provisions of Federal civil rights laws, including, but not limited to, the following: Fair Housing Act, Section 504 of the Rehabilitation Act, Title VI of the Civil Rights Act, Title II or III of the Americans with Disabilities Act, and Title II of the Americans with Disabilities Act. All funded agencies that the City of Long Beach's Homeless Services Bureau has Memoranda of Understanding (MOUs) with must be compliant with nondiscrimination provisions of Federal civil rights laws. Subrecipients who leverage alternate funding which restricts access to partner projects based on specific program participant attributes or characteristics shall disclose these additional restrictions to the City's Homeless Services Bureau in writing.

Subrecipients must comply with guidance City of Long Beach provides in regard to Americans with Disabilities Act (ADA) and the ADA Amendments Act of 2008 (ADAA) standards

ASSURANCE OF COMPLIANCE WITH THE VIOLENCE AGAINST WOMEN REAUTHORIZATION ACT OF 2013

The Violence Against Women Act (VAWA) provides housing protections for households experiencing domestic violence, dating violence, sexual assault, and stalking seek services in the Long Beach CoC. The Long Beach CoC shall utilize the local domestic violence hotline to coordinate intake and services for households fleeing domestic violence and seeking shelter. Households seeking entry into domestic violence shelters are not required to access services through the CES. Long Beach CoC assures that:

1. Applicants or tenants experiencing domestic violence, dating violence, sexual assault, and stalking are not denied assistance as an applicant, or evicted, or have assistance terminated because the applicant or tenant is or has experienced domestic violence, dating violence, sexual assault, and stalking
2. Its housing providers provide protections against denials, terminations, and evictions that directly results from being a person experiencing domestic violence, dating violence, sexual assault, or stalking, if the applicant otherwise qualifies for admission, assistance, participation, or occupancy.
3. Its housing providers will implement emergency transfer plans that allow for persons experiencing domestic violence, dating violence, sexual assault or stalking to move to another safe and available unit if they fear for their life or safety.

Additional information and more detailed information regarding protections and options for persons experiencing domestic violence, dating violence, sexual assault, and stalking can be found in the Long Beach CoC's Violence Against Women Act Protections, Procedures, and Policy.

Standards for Grievance and Incident Reporting

Definitions:

Grievance: An official statement of a complaint regarding wrongful or unfair treatment, or violation of rights believed to be unjustified or unwarranted.

Types of grievances may include, but not be limited to some of the following examples: quality of service(s), quality of facilities, program rule violation(s), non-nutritious food, participant favoritism, harassment, discrimination, wrongful termination or exit from the program, assault and battery, theft, etc.

Incident Report: A document used to record details of an unexpected event or occurrence that may have resulted in harm, violence, bodily injury, damage/theft, involvement of emergency personnel/first responders (police, sheriff, fire department, etc.), signs of contagious disease, signs of abuse/neglect, death of participants and/or staff, or any other significant incident.

Incidents reports include information such as date, time, location, description of the incident, individuals involved, witnesses, actions taken and any follow-up steps. Incidents are used for documentation, investigation, analysis, and risk management purposes.

HSB Subrecipient Grievance Policies and Procedures

- HSB subrecipients must maintain a written set of grievance reporting policies and procedures that are in alignment with the City of Long Beach Homeless Services Bureau CoC and Emergency Solution Grant (ESG) Written Standards
- HSB subrecipients must submit a copy of the aforementioned policies and procedures in compliance with City standards as required by City Requests for Proposals (RFP), CoC Policy, and per the City of Long Beach Homeless Services Bureau CoC and ESG Written Standards.

- Grievances must first be initiated with the subrecipient before submitting to City of Long Beach Homeless Services Bureau. If after the subrecipient has received, reviewed, and attempted to resolve the grievance, and further mitigation is needed, the City of Long Beach Homeless Services Bureau will provide additional guidance and support in ensuring due process. If subrecipient does not provide the opportunity to file a grievance, the participant has the right to contact the City of Long Beach Homeless Services Bureau Homeless Services Bureau via email at hsb-grievances@longbeach.gov.

Subrecipient's grievance policies and procedures must include, but are not limited to, the following:

- The policy will be reviewed with participant(s) during intake and Head of Household will acknowledge receipt. If a participant is unable to sign, subrecipient must document the failure to obtain signature in HMIS;
- Participants will be provided a copy of the termination policy and program rules at intake and notified that copies of these policies and procedures are made freely available upon request;
- Grievance Policies and Procedures must be prominently displayed in the common area(s) of Subrecipient's facility. Public displays must incorporate the City of Long Beach Homeless Services Bureau's Grievance Coordinator contact information – hsb-grievances@longbeach.gov as a mechanism for program participants and staff to contact the system administrator. Any grievances received by the HSB will be verified to have gone through the subrecipients grievance procedures prior to providing support. HSB subrecipients must contact participants within three (3) business days of receiving and confirming receipt of the grievance.
- Subrecipient must include within their grievance policy and procedures, information, and contacts on how to escalate a grievance once the Subrecipient has provided a letter of determination. At a minimum, this includes the City of Long Beach Homeless Services Bureau's Grievance Coordinator's contact- hsb-grievances@longbeach.gov. Grievances can also be filed through the Grievance Portal.
- Documentation of all grievance filing timelines must be entered in HMIS as soon as possible, however, not to exceed three (3) business days from date of event. Documentation should ONLY include the following:
    i. Date Grievance was Filed
    ii. Date Grievance was received and by Who
    iii. Date Participant was Contacted regarding Grievance
    iv. Grievance Outcome and Date
- CES subrecipients must designate both a primary and alternate person as a point of contact for grievances. This must also include a procedure to support circumstances so that a participant can still be supported if/when the designated or alternative contact is not available to respond in a timely manner.
- To the extent possible and when appropriate, grievance procedures must include a face-to- face meeting with the participant. The grievance investigation must include the gathering of facts, statement(s) from the grievant and/or other participants and staff (if applicable). At the conclusion of the subrecipient's finding, an issuance of a written decision that includes factors and vetted facts that led to the final determination of the grievance, must be given to the client, and documented in HMIS.
- Subrecipient must have procedures outlined for a first and second level grievance appeal and must give the participant the opportunity to present written and/or oral objections before a staff member other than the staff-person (or a subordinate of the person) who made or approved the initial grievance.
- Subrecipient, for both first and second level appeals, must provide a letter, on official agency letterhead, of determination to the participant that consist of facts that led to the decision not to exceed ten (10) business days of receipt of the appeal. The final decision should contain a clear statement of the outcomes that led to the decision of the appeal.

The confidentiality of the participant and their grievance must be ensured. This includes client interaction, settings, and documentation. Grievances should not be uploaded into HMIS or stored outside of the participant(s) file and/or subrecipient's centralized organization system.

A centralized and organized system of documenting grievances including a copy or description of the grievance, date the Subrecipient confirmed receipt of the grievance, the staff that addressed the grievance, the date the Subrecipient met with the participant, and the date the participant received the written determination.

Documentation must be made available to City of Long Beach Homeless Services Bureau, along with the participant chart/case file, upon City of Long Beach Homeless Services Bureau's request. The subrecipient's failure to provide such documentation within five (5) business days of the request may result in a material breach of the subrecipients contract.

City of Long Beach Homeless Services Bureau Review Process:

The City of Long Beach Homeless Services Bureau reserves the right to review all grievances and appeals. The City of Long Beach Homeless Services Bureau's review process is intended to ensure that the right to due process is being upheld for program participants, and the agency is in compliance with its own policies and procedures, as well as all grievance requirements as determined by contract, regulation, and/or statute. During the time of the review process, the following, but not limited to, actions will take place:

- The City of Long Beach Homeless Services Bureau's Grievance Coordinator will review all documents and investigate the claim;
- Subrecipient's contract and policies will be reviewed;
- Documentation in HMIS will be reviewed and recorded

In addition to the above actions, depending on circumstances, site visits, program satisfaction surveys, and/or interviews may be conducted.

Once a determination has been reached, the participant and subrecipient will receive a letter of determination from the City of Long Beach Homeless Services Bureau with recommended resolutions and/or findings.

If compliance issues or findings are identified, a meeting with the subrecipient and the City of Long Beach Homeless Services Bureau will be set to review procedures and protocols and to develop provider engagement, technical assistance, and/or corrective action plans as deemed necessary. If the grievance process is not carried out in compliance with the CoC and ESG Written Standards, any participant already removed from the program shall be granted the right to resume their participation in the program. If the program operator is unable to provide the original site, the program operator shall facilitate a placement for the participant in an alternative program.

Grievances received by the HSB that originate at a site the HSB conducts business with, but is not the primary funder of, will be reviewed and participants will be provided assistance with facilitation to the appropriate resource.

HSB Subrecipient Incident Policy and Procedures

- HSB subrecipients must maintain a written set of Incident Reporting Policies and Procedures that comply with the City of Long Beach Homeless Services Bureau requirements.
- HSB subrecipients must submit a copy of the aforementioned policies and procedures as required by the Request for Proposal (RFP) agreement for review and approval to ensure compliance with the City of Long Beach Homeless Services Bureau CoC and ESG Written Standards.
- HSB subrecipients shall have written policies and procedures to guide staff actions and program services regarding injury and disease prevention within their programs.

- If applicable, HSB subrecipients are to provide the name and title of the individual designated by HSB subrecipients to handle all Incidents. HSB subrecipients must clearly indicate how this individual can be contacted.

- HSB subrecipients must notify the City of Long Beach Homeless Services Bureau within twenty four (24) hours of any incident that results in severe bodily injury, acts of violence, signs of contagious disease, signs of abuse/neglect, death of participants and/or staff, damage to facility or property by participants and/or staff, dispatch of emergency personnel/first responders (police, sheriff, fire department, etc.).

- Documentation of an incident involving a participant must be entered in HMIS as soon as possible, however, not to exceed one (1) business day. Documentation should only include the date of incident and staff who submitted the report.

- Service Providers are expected to abide by all reporting and timeline requirements of Mandated Reporting for child, elder, and dependent adult abuse. The Service Providers' staff are considered Mandated Reporters of suspected child and senior abuse and must report suspicions of child or senior abuse as required by California Law. The Child Abuse Hotline is (800) 540-4000. The Elder Abuse Hotline is (877) 477-3646. Upon completion of report(s) to Child Abuse and/or Elder Abuse Hotline(s), subrecipient must notify City of Long Beach Homeless Services Bureau within twenty-four (24) hours of the incident.

- The confidentiality of the participant(s) and any related incidents must be ensured. This includes client interaction, settings, and documentation. Incident reports should not be uploaded into HMIS or stored outside of the participant(s) file and/or subrecipient's centralized organization system.

Incidents involving participants or families receiving Domestic Violence Services must ensure the information being disclosed does not compromise the safety of the participant or family.
Additionally, HSB subrecipients must comply with the rights and obligations created under the Violence Against Women Reauthorization Act of 2013 and its associated Confidentiality Provision (34 U.S.C. 12291(b)(2)).

All Incident Reports must be submitted to the City of Long Beach Homeless Services Bureau online within twenty four (24) hours of the incident occurrence via the Incident Reporting Portal. Documentation must be made available to City of Long Beach Homeless Services Bureau, along with the participant chart/case file, upon City of Long Beach Homeless Services Bureau's request. Subrecipient/agency failure to provide such documentation within twenty-four (24) hours of the request may result in a material breach of subrecipient's contract.
HSB subrecipient policies and procedures must include a training component for staff that comply with City of Long Beach Homeless Services Bureau requirements. Training agendas and attendance records must be made available to the City of Long Beach Homeless Services Bureau Homeless Services Bureau upon request for review.

Incident Reporting policies and procedures must be provided to staff during onboarding. Staff should sign off on policy to acknowledge receipt. This acknowledgement must be placed in their personnel file.

HSB subrecipients must utilize a centralized and organized system of confidentially documenting incident reports that occur.

HSB subrecipients should provide staff access at all times to the Incident Reporting Portal.

If an incident report and or grievance results in termination of a participant, HSB subrecipients must follow the termination policy as written in the CoC and ESG Written Standards. For further information regarding terminations, please see the termination policy on page 2.
Grievances received by the HSB that originate at a site the HSB conducts business with, but is not the primary funder of, will be reviewed and participants will be provided assistance with facilitation to the appropriate resource.

LIVED EXPERIENCE PARTICIPATION REQUIREMENT

All funded subrecipients must have participation of at least one individual who is currently experiencing or has previously experienced homelessness on their board of directors or equivalent policymaking entity. Additionally, all Long Beach CoC funded partners must, to the maximum extent practicable, involve homeless individuals and families through employment, volunteer services, or otherwise in constructing, rehabilitating, maintaining, and operating the project, and in providing support services for the project.

PERFORMANCE STANDARDS

The Long Beach Continuum of Care utilizes the local HMIS to regularly monitor progress, ensure compliance with eligibility requirements, and effectively coordinate services and housing resources. HMIS data is utilized to track program participation and report on outputs and outcomes as required by funders.

SYSTEM EVALUATION

The Long Beach CoC System Performance evaluation will be overseen by the Long Beach Continuum of Care and it's subcommittees. System evaluation may include:

- A monthly reporting of metrics from the coordinated entry system process including occupancy reports, length of stay, and utilization of beds.
- A program participant focus group with people experiencing homelessness that have accessed the coordinated entry process.
- An annual performance report with a section devoted to coordinated entry system outcomes. The report may include assessment data, as well as the total number of assessments and referrals made, successes to be shared. Major findings from this report are presented to the CoC Board.

TRAINING AND PARTICIPATION REQUIREMENT

Subrecipients are required to participate in the CoC General Membership meetings, specified trainings, and relevant subcommittees that support quality service delivery within the system of care. Additional trainings may be required prior to contracting with subrecipients and as part of ongoing technical assistance and project monitoring.

CONSULTATION WITH CONTINUUM OF CARE MEMBERSHIP

The City of Long Beach Department of Development Services, Neighborhood Services Bureau manages the Consolidated Planning process for the City and collaborates with the Department of Health and Human Services (DHHS), Homeless Services Bureau, which is the designated Lead Entity for the Long Beach CoC. The Homeless Services Bureau administers the following components of the City's Consolidated Plan: Emergency Solutions Grant and HOME Move-in Deposit Program.

The CoC Membership includes CoC- and ESG-funded partners and other non-funded community stakeholders who provide input and guidance on the development and implementation of funding priorities, performance standards, system-wide policies and procedures, program implementation, and the HMIS for the Long Beach CoC. The Homeless Services Bureau also hosts regular CoC Membership meetings to review system wide coordination. The CoC Membership has the following standing subcommittees outlined in the CoC Governance Charter and Bylaws:

1. Access
2. Coordinated Entry System
3. Stabilization
4. Advisory Board with Lived Experience

CLIENT SATISFACTION

Subrecipients must secure feedback from participants regarding their experiences with the program.

Subrecipients must have policies and procedures to ensure feedback from participants are anonymous, confidential and optional. Policies and procedures must include a component identifying the anonymous collection of these surveys and must utilize a centralized and confidential system of storing all participant satisfaction surveys. Surveys must be made readily available to City of Long Beach for review upon request.

Participant Satisfaction Surveys must be administered at a minimum, on an annual basis.least twice yearly. Programs that operate less than 6 months must administer Participant Satisfaction Surveys at a minimum of once during the program period. Policies and procedures must include a training component for staff and Subrecipients that comply with City of Long Beach requirements.

City of Long Beach reserves the right to monitor for the quality of the Subrecipients' Client Satisfaction. Monitoring may include randomly selecting participants for telephone and/or site surveys. City of Long Beach, at its sole discretion, may change the means of measuring this standard via a Change Notice.

SECTION II: CONTINUUM OF CARE (COC) PROGRAM BACKGROUND, POLICIES, PROCEDURES, AND STANDARDS

BACKGROUND

Beginning in 1987, the City of Long Beach has committed to shaping a comprehensive and coordinated system of care that responds to the diverse needs of individuals and families currently and at-risk of experiencing homelessness. The City continues to expand services to these populations and facilitates a seamless delivery system using an active collaboration of local agencies, city leaders, community groups, and other public and private resources. Funding by the U.S. Department of Housing and Urban Development's (HUD) CoC Program allows the Long Beach CoC to advance the following efforts:

- Promote communitywide commitment to the goal of ending homelessness;
- Provide funding for efforts by nonprofit providers, and State and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness;
- Promote access to and effect utilization of mainstream programs by homeless individuals and families; and
- Optimize self-sufficiency among individuals and families experiencing homelessness.

POLICIES AND PROCEDURES FOR EVALUATING HOUSEHOLD ELIGIBILITY FOR ASSISTANCE UNDER 24 CFR 578

Households are triaged at time of initial intake for program eligibility and level of assistance needed. Households are assessed to determine the least level of assistance needed to maintain or obtain sustainable housing by utilizing the CES prioritization system. The household must meet the requirements of an applicable AND eligible category under the definition of "At Risk of Homelessness" OR definition of "Homeless" as established by HUD at 24 CFR § 578.3, in addition to all applicable requirements for each project. The City does not intend to use the risk factor under Paragraph (1)(iii)(G) of the "at risk of homelessness" definition and Paragraph (3) of the "homeless" definition.

Housing status and annual income, where required, are verified by program staff prior to program enrollment. Additionally, the evidence relied upon to establish and verify homeless status and annual income are included in the Homeless Management Information System (HMIS) record to demonstrate compliance with program regulations, prevent duplication of services, and enhance interagency coordination within the CoC.

Calculation of Annual Income

Sufficient records must be established and maintained to enable the recipient and HUD to determine whether the applicable program requirements are being met. Long Beach CoC projects must assess and document annual income for each program participant who receives Emergency Solutions Grant (ESG) homelessness prevention assistance or ESG rapid re-housing assistance, as well as for each Continuum of Care (CoC) program participant who receives housing assistance where rent or an occupancy charge is paid by the program participant, as required by the applicable program regulations and local requirements. The subrecipient must calculate annual income in accordance with 24 CFR § 5.609 and 24 CFR § 5.611(a) for ESG program participants. See Attachment A for more information. The evidence relied upon to establish and verify annual income must be included in the participant's file and be sufficient to demonstrate compliance with such regulations. It is strongly recommended that subrecipients utilize the CPD Income Eligibility Calculator, available at https://www.hudexchange.info/incomecalculator/, to document the calculation of a program participant's annual income. Please see the Long Beach CoC's Calculation of Annual Income and Recordkeeping Standards for information on documentation standards.

POLICIES AND PROCEDURES FOR DETERMINING AND PRIORITIZING WHICH ELIGIBLE INDIVIDUALS AND FAMILIES WILL RECEIVE TRANSITIONAL HOUSING ASSISTANCE

The Long Beach CES provides referrals to transitional housing placement for homeless households requiring long-term shelter (more than 90-days) with the goal to secure permanent housing. The CoC prioritizes households fleeing or experiencing domestic violence as the primary cause of their current housing.

Eligible households for transitional housing placement include, but are not limited to:

- Households with no income or limited income
- Household cannot sustain fair market rent
- Head of household with:
  - Recent history of substance abuse, or actively using drugs or alcohol
  - Sporadic employment history
  - Criminal background
- Survivors of domestic violence

POLICIES AND PROCEDURES FOR DETERMINING AND PRIORITIZING WHICH ELIGIBLE INDIVIDUALS AND FAMILIES WILL RECEIVE RAPID RE-HOUSING ASSISTANCE.

The prioritization for Rapid Re-Housing (RRH) assistance remains dynamic based upon the current availability of permanent housing resources. Current resources impact the level of need for assistance that is prioritized for RRH. Households prioritized for RRH are those that lack financial resources and support networks needed to obtain immediate housing but have the ability to maintain housing with sufficient income and social supports with RRH assistance. The Long Beach CoC prioritizes those with the greatest needs first, so if someone has higher needs than RRH, yet indicates that as an assistance model they want to access they will be enrolled and can be supported with a higher level of services if needed.

Households prioritized for RRH include:

- Head of Household:
  - Recently lost employment or recently began experiencing homelessness
  - Has a job or public benefits, that can sustain rent but need assistance getting back into the housing market, or have the potential to increase income to sustain market rate rent
  - Moderate experiences of homelessness (6 months to 1 year)
  - Moderate VI-SPDAT scores (4-8)

Rapid Re-housing projects may establish an income requirement for continued eligibility at re-evaluation, a maximum amount or percentage of rental assistance that a program participant may need, a maximum number of months that a program participant may receive rental assistance, and a maximum number of times that a program participant may receive rental assistance in accordance with 24 CFR § 578.51.

Supportive services include a wide range of services outlined in 24 CFR § 578.53. Supportive services may be provided up to 6 months after rental assistance stops. At a minimum, program participants must be offered monthly case management meetings.

STANDARDS FOR DETERMINING WHAT PERCENTAGE OR AMOUNT OF RENT EACH PROGRAM PARTICIPANT MUST PAY WHILE RECEIVING RAPID RE- HOUSING ASSISTANCE.
If agency project has a requirement of program participant rent contribution, occupancy charge or utility reimbursement will be determined at time of household's program intake and will be approved as the smallest amount needed in order to maintain or obtain housing. CoC-funded rental assistance cannot be provided to a program participant who is receiving the same type of assistance through other public sources, or to a program participant who is being provided with replacement housing payments under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) at the same time. Units assisted with rental assistance must also meet rent reasonableness standards and have both a rental assistance agreement and written lease agreement before financial assistance payments are approved. CoC-funded rental assistance will be paid directly to the appropriate third-party (e.g., property owner).

Refer to Appendix B for HUD's Notice CPD-17-11*: Determining a Program Participant's Rent Contribution, Occupancy Charge or Utility Reimbursement in the Continuum of Care (CoC) Program when the Program Participant is Responsible for the Utilities*

POLICIES AND PROCEDURES FOR DETERMINING AND PRIORITIZING WHICH ELIGIBLE INDIVIDUALS AND FAMILIES WILL RECEIVE PERMANENT SUPPORTIVE HOUSING ASSISTANCE.
Order of priority for Permanent Supportive Housing (PSH) beds will be determined in accordance with Exhibit A, Notice CPD-16-011*: Prioritizing Persons Experiencing Chronic Homelessness and other Vulnerable Homeless Persons in Permanent Supportive Housing.*
Priority Levels: An order of priority is used to prioritize chronically homeless individuals and families for housing. The order of priority is based upon the severity of needs, and not upon diagnosis or disability type. PSH projects are required to follow the order of priority when selecting participants for housing in accordance with the CoC's written standards and current grant agreement.

SECTION III: EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM BACKGROUND, POLICIES, PROCEDURES, AND STANDARDS

BACKGROUND

In accordance with 24 CFR § 91.220(l)(4)(i) and 24 CFR § 567.400(e)(1), the City of Long Beach and the Long Beach CoC have developed the following written standards for the provision and prioritization of Emergency Solutions Grant (ESG) funding. The following standards are intended as basic, minimum standards to which individual ESG applicants and/or subrecipients can add additional and more stringent standards applicable only to their own projects. These required standards help to ensure that the ESG Program is administered fairly and methodically. The City and the Long Beach CoC will continue to build upon and refine this document.

The City of Long Beach is awarded Federal ESG funds annually from the U.S. Department of Housing and Urban Development (HUD) as part of the Annual Action Plan Process. These funds are designed to identify sheltered and unsheltered homeless persons, as well as those at risk of homelessness, and provide the services necessary to help those persons quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

The ESG Program allows the City to set priorities based on the needs of the community. These standards outline the specific guidelines and priorities that will be used by the City in awarding and administering ESG funding. Currently, eligible program components that are considered for allocation under the City's ESG Program are Emergency Shelter, Street Outreach, Rapid Re-Housing, Administrative Costs, Homeless Management Information System (HMIS), and Homelessness Prevention. Applications for projects in other components will not be considered at this time. The City and Long Beach CoC may revise ESG component prioritization in subsequent years.

In response to the economic impacts of the COVID-19 pandemic, the federal government authorized the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), which resulted in an increased appropriation of the ESG Program. An addendum to these Written Standards has been included to specify the regulations and requirements of the additional ESG-CV funding.

POLICIES AND PROCEDURES FOR EVALUATING HOUSEHOLD ELIGIBILITY FOR ASSISTANCE UNDER EMERGENCY SOLUTIONS GRANT (ESG)

All ESG-funded projects will ensure that all program participants meet the applicable eligibility requirements for the project. At a minimum, this includes:

- An initial evaluation, conducted in accordance with the CES Policies and Procedures, these written standards, and Long Beach CoC Standards of Care, to determine:
  - Eligibility of each household for ESG assistance; AND
  - The amount and types of assistance needed to (re)gain stability in permanent housing; AND
- The household must meet the requirements of an applicable AND eligible category under the definition of "At Risk of Homelessness" OR definition "Homeless" as established by HUD at 24 CFR § 576.2; AND
- For Homelessness Prevention assistance:
  - The household income must be below 30% area median income (AMI).
  - The household has not identified any subsequent housing options.
  - The household lacks the financial resources and support networks necessary to retain immediate housing or remain in their existing housing without ESG assistance.
- For Rapid Re-housing assistance:
  - The household has not identified any subsequent housing options.
  - The household lacks the financial resources and support networks needed to obtain immediate housing.

ESG Income Limits

Determining eligibilities using ESG Program income limits must be consistent with the latest HUD fiscal year guidance. The following are key considerations when working with ESG program income limits:

- **Extremely Low Income vs. Area Median Income Limits.** The "Extremely Low Income (ELI) families" limits do NOT apply to the ESG or Continuum of Care (CoC) programs. ESG does not use the ELI measure to establish income limits but instead uses the 30% of Area Median Income (AMI) income limits. Please use the 30% of AMI tables. If ESG recipients/subrecipients were to use the ELI standard, some applicants for ESG assistance might be falsely determined to be eligible for homelessness prevention assistance, when actually their incomes were over 30% of AMI. Under the ESG program, income eligibility is based on the

HUD income limits in effect at the time of income verification. Income eligibility is not based on HUD income limits that correspond with the grant year under which the ESG funds were awarded.

- **Rapid Re-Housing Income Requirements.** Please keep in mind for program participants receiving ESG “Rapid Re-Housing" assistance, an income assessment is not required at initial evaluation. At re-evaluation -- which must take place not less than once annually for rapid re-housing -- the participant's household must have an annual income that does not exceed 30% of AMI.
- **Homelessness Prevention Income Requirements.** Homelessness Prevention assistance may be provided to households who meet the criteria under the At Risk of Homelessness definition, or who meet the criteria in paragraph (2), (3), or

(4) of the homeless definition, lack the resources to obtain other permanent housing, and have an annual income that does not exceed 50% of AMI when using ESG-CV and annual ESG funds to prevent, prepare for, respond to, and mitigate the impacts of coronavirus. When using annual ESG funds for homelessness prevention purposes NOT related to preventing, preparing for, responding to, and mitigating the impacts of coronavirus, individual and family income must be below 30% of AMI at intake and at or below 30% of AMI at re- evaluation.

Housing status and annual income must be verified through recordkeeping and documentation procedures outlined by HUD in 24 CFR part 576. Additionally, the evidence relied upon to establish and verify homeless or at risk for homelessness status and annual income must be included in the program HMIS participant record sufficient to demonstrate compliance with the program regulations.

STANDARDS FOR STREET OUTREACH

Funded projects under the street outreach component provide outreach and engagement to all people experiencing homelessness regardless of subpopulation. Outreach efforts are focused on those individuals and families who are least likely to access services on their own and are determined to be vulnerable. For the purposes of ESG-funded street outreach projects, the term “unsheltered homeless people” means individuals and families who qualify as homeless under paragraph (1)(i) of the “homeless” definition under the 24 CFR § 576.2. Projects can use funds for costs to provide essential services necessary to reach out to unsheltered homeless people to connect them with emergency shelter, housing or critical services; and provide urgent, non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate facility.

POLICIES AND PROCEDURES FOR ADMISSION, DIVERSION, REFERRAL, AND DISCHARGE BY EMERGENCY SHELTERS ASSISTED UNDER ESG, INCLUDING STANDARDS REGARDING LENGTH OF STAY, IF ANY, AND SAFEGUARDS TO MEET THE SAFETY AND SHELTER NEEDS OF SPECIAL POPULATION.

ESG-funded emergency shelter programs serve households that meet the definition of "homeless" as defined by HUD at 24 CFR § 576.2. Households served by ESG-funded emergency shelters lack a fixed, regular, and adequate nighttime residence; cannot be served by other programs or resources; and have no other options for overnight shelter. Households are referred to ESG- funded emergency shelters after exhausting all available options for diversion.

Projects funded under the Emergency Shelter component work directly with the CES for open shelter beds. Households are screened using a standardized assessment tool to evaluate program eligibility and identify the appropriate intervention(s) to meet the household's needs. Households are assessed to determine the lowest level of assistance needed to maintain or obtain sustainable housing. Households needing immediate shelter will be placed based on availability.

Diversion from emergency shelter is one of the strategies the Long Beach CoC utilizes to reduce homelessness within the local community. During intake assessment, households are assessed for existing support systems and resources to prevent them from entering the shelter system. Intake staff provide linkages to mainstream resources such as childcare, employment services, and food resources to stabilize households.

Discharges from the emergency shelter will be coordinated through the Long Beach CES for matching to permanent housing opportunity, or to other programs for emergency services using a client-centered approach.

POLICIES AND PROCEDURES FOR ASSESSING, PRIORITIZING, AND REASSESSING HOUSEHOLD NEEDS FOR ESSENTIAL SERVICES RELATED TO EMERGENCY SHELTER

Households will be assessed for essential services on a regular basis. Households will also be reassessed to determine progress on goals pertaining to increasing income and linkages to mainstream and homeless services resources

POLICIES AND PROCEDURES FOR COORDINATION AMONG EMERGENCY SHELTER PROVIDERS, ESSENTIAL SERVICES PROVIDERS, HOMELESSNESS PREVENTION, AND RAPID RE-HOUSING ASSISTANCE PROVIDERS; OTHER HOMELESS ASSISTANCE PROVIDERS; AND MAINSTREAM SERVICE AND HOUSING PROVIDERS

Coordination among the emergency shelters, homelessness prevention, rapid re-housing, homeless assistance, and mainstream service providers will be facilitated via the CES.

Representatives from mainstream benefits and employment services are located onsite to increase income and earning capacity for those served by the Long Beach CoC.

POLICIES AND PROCEDURES FOR DETERMINING AND PRIORITIZING WHICH ELIGIBLE FAMILIES AND INDIVIDUALS WILL RECEIVE HOMELESSNESS PREVENTION ASSISTANCE AND WHICH ELIGIBLE FAMILIES AND INDIVIDUALS WILL RECEIVE RAPID RE- HOUSING ASSISTANCE

To be eligible for homeless prevention services under ESG, the household must meet the following minimum eligibility criteria:

- Individual or family who meets one of the following categories of HUD's Homeless Definition at 24 CFR § 576.2, AND has an annual income below 30% of area median family income:
  - Category 2 (Imminent Risk of Homelessness)*
  - Category 3 (Homeless Under Other Federal Statutes)
  - Category 4 (Fleeing/Attempting to Flee Violence, and not living in a place described in Category 1

**The definition includes the requirement that individuals and families have no other residence AND lack the resources and support networks to obtain other permanent housing.*

OR

Individual or family who meets one of the three categories of HUD's At Risk of Homelessness Definition at 24 CFR § 576.2, AND has an annual income below 30% of the area median family income:

- Category 1**

- Category 2 (Children/youth who do not qualify as homeless under the homeless definition in 24 CFR § 576.2 but qualify as homeless under another Federal statute)
- Category 3 (Children/youth and their families who do not qualify as homeless under the homeless definition in 24 CFR § 576.2, but who do qualify as homeless under Section 725(2) of the McKinney-Vento Homeless Assistance Act)

***The definition includes the requirement that individuals and families lack sufficient resources or support networks immediately available to prevent them from moving to an emergency shelter or another place described in Category 1 of the homeless definition.*

Note: *ESG homelessness prevention assistance is intended to provide rental assistance and housing relocation and stabilization services necessary to prevent an individual or family from moving into an emergency shelter, the streets, or a place not meant for human habitation.*

Rapid Re-Housing resources will be provided to individuals and families who meet the following minimum eligibility criteria:

- Individual or family who meets one of the following categories of HUD's Homeless Definition at §576.2:
  - Category 1 (Literally homeless)
  - Category 4 (Fleeing/Attempting to Flee Violence and living in a place described in Category 1)*

**The definition includes the requirement that individuals and families have no other residence AND lack the resources and support networks to obtain other permanent housing.*

:

STANDARDS FOR DETERMINING WHAT PERCENTAGE OR AMOUNT OF RENT AND UTILITIES COSTS EACH PROGRAM PARTICIPANT MUST PAY WHILE RECEIVING HOMELESSNESS PREVENTION OR RAPID RE-HOUSING ASSISTANCE

Determination of the share of rent and utilities cost will be determined at time of household's intake assessment and will be approved as the smallest amount needed to maintain or obtain housing. ESG-funded financial assistance, including rental assistance, cannot be provided to a program participant who is receiving the same type of assistance through other public sources or to a program participant who has been provided with replacement housing payments under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), during the period covered by the URA payments. Units assisted with rental assistance must also meet rent reasonableness standards, be at or below Fair Market Rent (FMR) and have both a rental assistance agreement and written lease agreement before financial assistance payments are approved. ESG-funded financial assistance, including rental assistance, will be paid directly to the appropriate third-party (e.g., utility company, property owner). Any late fees incurred while receiving ESG assistance will be the responsibility of the subrecipient or tenant; such fees must be paid by non-CoC/ESG funds.

STANDARDS FOR DETERMINING HOW LONG A PARTICULAR PROGRAM PARTICIPANT WILL BE PROVIDED WITH RENTAL ASSISTANCE AND WHETHER AND HOW THE AMOUNT OF THAT ASSISTANCE WILL BE ADJUSTED OVER TIME

Households receiving Rapid Re-Housing assistance or Homelessness Prevention will be re-evaluated every three months to determine if the household maintains program eligibility. Per household rental assistance should not exceed more than 24 months in a three-year period. Furthermore, ESG-funded projects will be responsible for follow up evaluations with households for tracking housing retention.

STANDARDS FOR DETERMINING THE TYPE, AMOUNT, AND DURATION OF HOUSING STABILIZATION AND/OR RELOCATION SERVICES

The type of housing stabilization and/or relocation services a household receives will be determined at the time of initial assessment, and at each re-evaluation. Households will be assessed for the lowest amount of need for housing stabilization. The projects will retain flexibility to promote improved outcomes among a population with diverse and individualized needs. In accordance with the interim rule, no household will receive more than 24 months housing stabilization and/or relocation services in a 3-year period.

DETERMINATIONS OF INELIGIBILITY

For each household determined ineligible to receive Emergency Solutions Grant (ESG) assistance, the household's record must include documentation of the reason for that determination.

ADDENDUM I
EMERGENCY SOLUTIONS GRANT – CARES ACT (ESG-CV) WRITTEN STANDARDS

BACKGROUND
The CARES Act appropriated $4 billion through the Emergency Solutions Grants (ESG) Program "to prevent, prepare for, and respond to coronavirus, among individuals and families who are homeless or receiving homeless assistance and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts created by coronavirus under the Emergency Solutions Grants program (42 U.S.C. 11371)." This addendum augments the CoC Written Standards, which outlines additional requirements under the ESG-CV Program in response to COVID-19 pandemic.

COORDINATION WITH PUBLIC HEALTH PARTNERS TO ESTABLISH COVID-19-SPECIFIC PROCEDURES WHERE APPROPRIATE. IF COMPLIANCE WITH PUBLIC HEALTH GUIDANCE IS DIFFERENT FOR VICTIMS OF DOMESTIC VIOLENCE OR OTHER PROTECTED POPULATIONS, ALTERNATIVE PROCEDURES MUST BE DOCUMENTED.
For shelters utilizing symptom screening as a part of intake procedures, the process must adhere to the Long Beach City Health Order, in addition to relevant guidance provided by the Los Angeles County Department of Public Health and the State's Health Order. Shelters funded by ESG-CV must establish referral pathways to isolation and quarantine if a client is in need of such services. Shelters funded through ESG-CV will maintain social distancing requirements established in partnership with the local Department of Health and Human Services.

EXPANDED DEFINITION OF ESG-CV ELIGIBLE SHELTER FUNDS.
The purpose of ESG-CV funds is to prevent, prepare for, and respond to COVID-19 in order to prevent and mitigate the spread of COVID-19 among people experiencing homelessness and the staff that provide services to these individuals. This requires that existing shelters implement public health protocols such as enforcing social distancing, establishing an isolation space (especially for residents suspected of having COVID-19, those with confirmed cases, and high-risk residents such as elderly people and people with pre-existing health conditions), using personal protective equipment (PPE), and cleaning/disinfecting shared and living spaces. In many communities where existing shelter is not available or where current shelters are not able to implement these safety protocols, additional space may need to be identified to allow people to have shelter while staying as healthy as possible. This may be space within an existing shelter (e.g., an office not being used) that could be temporarily converted into a quarantine space for someone who has tested positive or is awaiting test results, or it could be an entirely separate building. Eligible shelter spaces may include public spaces, pop up or modular structures in compliance with U.S. Department of Housing and Urban Development (HUD) guidance.

STANDARD POLICIES AND PROCEDURES FOR EVALUATING INDIVIDUALS' AND FAMILIES' ELIGIBILITY FOR ASSISTANCE UNDER ESG.
In collaboration with the Long Beach Department of Health and Human Services and the City Health Officer, the Long Beach CoC has streamlined and updated the CES Assessment to include COVID-19 vulnerabilities outlined in the state protective health order which established non- congregate shelters (NCS) for people experiencing homelessness. This assessment will be used for housing placement during the pandemic.

STANDARDS FOR TARGETING AND PROVIDING ESSENTIAL SERVICES RELATED TO STREET OUTREACH

Street outreach activities funded by the Long Beach CoC must be in coordination with the City's public health protocols to ensure the safety of those involved in engagement efforts. Such additional street outreach activities that are eligible under ESG-CV can include:

- Distribution of masks or other PPE, if available, to people who are unsheltered;
- Provision of handwashing stations and portable bathrooms;
- Maintaining social distancing requirements during engagement;
- Coordination of medical care via case management;
- Transportation such as train or bus tokens, taxi or rideshare for program participants' travel to and from medical care; and
- Expanded staffing such as hiring additional staff to support infectious disease preparedness or providing hazard pay to staff with direct participant contact.

POLICIES AND PROCEDURES FOR ADMISSION, DIVERSION, REFERRAL, AND DISCHARGE BY EMERGENCY SHELTERS ASSISTED UNDER ESG, INCLUDING STANDARDS REGARDING THE LENGTH OF STAY, IF ANY, AND SAFEGUARDS TO MEET THE SAFETY AND SHELTER NEEDS OF SPECIAL POPULATIONS (E.G., VICTIMS OF DOMESTIC VIOLENCE, SEXUAL ASSAULT, AND STALKING) AND INDIVIDUALS AND FAMILIES WHO HAVE THE HIGHEST BARRIERS TO HOUSING AND ARE LIKELY TO BE HOMELESS THE LONGEST.

Shelters funded by ESG-CV may not turn away eligible program participants and must establish referral pathways to other shelter or housing if the shelter is at maximum capacity. Shelters must establish referral pathways to isolation and quarantine if a client is in need of such services.

Someone who presents at an ESG-funded shelter with respiratory symptoms (e.g., cough) should not be turned away solely because of their health symptoms.

Shelters funded by ESG-CV are strongly discouraged from implementing a maximum length of stay when a discharge will result in program participants returning to unsheltered settings or situations putting them at a higher risk of COVID-19 infection.

Any ESG-funded shelter that is considering closing or not accepting new residents must immediately notify the local CoC, public health authority, and emergency management officials.

POLICIES AND PROCEDURES FOR ASSESSING, PRIORITIZING, AND REASSESSING INDIVIDUALS' AND FAMILIES' NEEDS FOR ESSENTIAL SERVICES RELATED TO EMERGENCY SHELTER

Under this state of emergency, HUD supports communities considering other prioritization elements as necessary to prevent the spread of COVID-19 among those who are homeless or at risk of homelessness and to respond to those already impacted by the pandemic. In response to the COVID-19 pandemic, the Long Beach CES incorporated additional assessment and prioritization elements to include COVID-19 vulnerabilities such as age, specific health conditions, and/or medical frailty.

POLICIES AND PROCEDURES FOR COORDINATION AMONG EMERGENCY SHELTER PROVIDERS, ESSENTIAL SERVICES PROVIDERS, HOMELESSNESS PREVENTION, AND RAPID REHOUSING (RRH) ASSISTANCE PROVIDERS; OTHER HOMELESS ASSISTANCE PROVIDERS; AND MAINSTREAM SERVICE AND HOUSING PROVIDERS (SEE §576.400(B) AND (C) FOR A LIST OF PROGRAMS WITH WHICH ESG-FUNDED ACTIVITIES MUST BE COORDINATED AND INTEGRATED TO THE MAXIMUM EXTENT PRACTICABLE).
The local Long Beach Health Department is available to conduct testing for people experiencing homelessness at a variety of shelters or City locations. ESG-CV funded shelters and outreach programs should encourage (but may not require) people experiencing homelessness to get tested if they are experiencing COVID-19 symptoms.

Shelters in the jurisdiction are encouraged to use funds provided through ESG-CV to purchase technology to access telehealth services provided through Healthcare for the Homeless.

POLICIES AND PROCEDURES FOR DETERMINING AND PRIORITIZING WHICH ELIGIBLE FAMILIES AND INDIVIDUALS WILL RECEIVE HOMELESSNESS PREVENTION ASSISTANCE AND WHICH ELIGIBLE FAMILIES AND INDIVIDUALS WILL RECEIVE RRH ASSISTANCE.
The Long Beach CoC may prioritize the use of ESG-CV funds for proven strategies, especially RRH for those experiencing homelessness. Note: people cannot be denied RRH because of zero income.

Focused Prevention: Based data analysis, the Long Beach CoC may focus prevention services to high-need areas of town. These areas of Long Beach serve disproportionally large communities of people who experience homelessness. They have had poor access to permanent housing solutions offered by the homeless response system.

The CES will prioritize placement in ESG-CV-funded RRH programs for people who meet the state's protective health order that provides non congregate shelter to protect people experiencing homelessness from becoming seriously ill from COVID-19. The protective health order outlines a variety of eligibility factors for non-congregate shelter. Validation of priority status must be obtained from the NCS operator.

STANDARDS FOR DETERMINING WHAT PERCENTAGE OR AMOUNT OF RENT AND UTILITIES COSTS EACH PROGRAM PARTICIPANT MUST PAY WHILE RECEIVING HOMELESSNESS PREVENTION OR RRH ASSISTANCE.
Under the Coronavirus Aid, Relief, and Economic Security (CARES) Act ESG-CV funding, there will be no rental payment requirement for households receiving financial assistance. Projects funded are expected to serve people with zero income.

STANDARDS FOR DETERMINING HOW LONG A PARTICULAR PROGRAM PARTICIPANT WILL BE PROVIDED WITH RENTAL ASSISTANCE AND WHETHER AND HOW THE AMOUNT OF THAT ASSISTANCE WILL BE ADJUSTED OVER TIME.
The CARES Act provides that ESG-CV funds may be used to mitigate the economic impact of COVID-19. Programs are encouraged to consider the maximum number of rental assistance months be extended/adjusted to address unemployment, loss of income, or benefits due to COVID-19.

RRH sub-recipients must use a progressive engagement model; this practice supports using the least intensive intervention to help resolve homelessness for the individual or family. Providers are to add more assistance only as necessary if the less intensive intervention is unsuccessful. RRH households receiving rental assistance subsidies must contribute a minimum of 30 percent of their monthly adjusted income toward their monthly rent. This tenant rent contribution may be adjusted at any time based on changes to household income. There is no minimum rent requirement and tenant rent contribution may be zero for households with no income.

STANDARDS FOR DETERMINING THE TYPE, AMOUNT, AND DURATION OF HOUSING STABILIZATION AND/OR RELOCATION SERVICES TO PROVIDE TO A PROGRAM PARTICIPANT, INCLUDING THE LIMITS (IF ANY) ON THE HOMELESSNESS PREVENTION OR RRH ASSISTANCE THAT EACH PROGRAM PARTICIPANT MAY RECEIVE (SUCH AS THE MAXIMUM AMOUNT OF ASSISTANCE, MAXIMUM NUMBER OF MONTHS THE PROGRAM PARTICIPANT MAY RECEIVE ASSISTANCE, OR THE MAXIMUM NUMBER OF TIMES THE PROGRAM PARTICIPANT MAY RECEIVE ASSISTANCE).

ESG-CV funds may be used to provide housing relocation and stabilization services and short- and/or medium-term rental assistance necessary to prevent an individual or family from moving into an emergency shelter or another place described in paragraph (1) of the 'homeless' definition in 24 CFR 576.2. This assistance, referred to as homelessness prevention, may be provided to individuals and families who meet the criteria under the 'at risk of homelessness' definition, or who meet the criteria in the 'homeless' definition at 24 CFR 576.2 and have an annual income below 50 percent of median family income for the area, as determined by HUD. The costs of homelessness prevention are only eligible to the extent that the assistance is necessary to help the program participant regain stability in the program participant's current permanent housing or move into other permanent housing and achieve stability in that housing. Homelessness prevention must be provided in accordance with the housing relocation and stabilization services requirements in 24 CFR 576.105, the short- and medium-term rental assistance requirements in 24 CFR 576.106, and the written standards and procedures established under 24 CFR 576.400.

Landlord Incentives: ESG-CV funds may be used to pay for landlord incentives that are reasonable and necessary to obtain housing for individuals and families experiencing homelessness and at risk of homelessness. Landlord incentives may not exceed three times the rent charged for the unit. Eligible landlord incentives include:

- Signing bonuses equal to 2 months of rent.
- Security deposits equal to up to three months of rent, or the state statute.
- Costs to repair damages incurred by the program participant not covered by the security deposit or that are incurred while the program participant is still residing in the unit.
- Paying the costs of extra cleaning or maintenance of a program participant's unit or appliances.

APPENDIX A

HUD's Notice CPD-16-11: Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing

U.S. Department of Housing and Urban Development Office of Community Planning and Development
1

Special Attention of: All Secretary's Representatives

Issued:

Notice: CPD-16-11
Issued: July 25, 2016

Expires: This Notice is effective until it is amended, superseded, or rescinded

All Regional Directors for CPD

Cross Reference: 24 CFR Parts 578 and 42 U.S.C. 11381, *et seq.*

Expires:
All CPD Division Directors Continuums of Care (CoC)
Recipients of the Continuum of Care (CoC) Program

Subject: Notice on Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing

Table of Contents

I. Purpose 3
- A. Background 3
- B. Goals of this Notice 4
- C. Applicability 4
- D. Key Terms 5

II. Dedication and Prioritization of Permanent Supportive Housing Strategies to Increase Number of PSH Beds Available for Chronically Homeless Persons 6
- A. Increase the number of CoC Program-funded PSH beds that are dedicated to persons experiencing chronic homelessness 6
- B. Prioritize non-dedicated PSH beds for use by persons experiencing chronic homelessness 6

III. Order of Priority in CoC Program-funded Permanent Supportive Housing 7
- A. Prioritizing Chronically Homeless Persons in CoC Program-funded Permanent Supportive Housing Beds Dedicated or Prioritized for Occupancy by Persons Experiencing Chronic Homelessness 8
- B. Prioritizing Chronically Homeless Persons in CoC Program-funded Permanent Supportive Housing Beds Not Dedicated or Not Prioritized for Occupancy by Persons Experiencing Chronic Homelessness 9

IV. Using Coordinated Entry and a Standardized Assessment Process to Determine Eligibility and Establish a Prioritized Waiting List 10
- A. Coordinated Entry Requirement 10
- B. Written Standards for Creation of a Single Prioritized Listfor PSH 11

2
C. Standardized Assessment Tool Requirement 111
D. Nondiscrimination Requirements 111
V. Recordkeeping Recommendations for CoCs that have Adopted the Orders of Priority in this Notice 111
VI. Questions Regarding this Notice 122

I. Purpose

This Notice supersedes Notice CPD-14-012 and provides guidance to Continuums of Care (CoC) and recipients of Continuum of Care (CoC) Program (24 CFR part 578) funding for permanent supportive housing (PSH) regarding the order in which eligible households should be served in **all** CoC Program-funded PSH. This Notice reflects the new definition of chronically homeless as defined in CoC Program interim rule as amended by the Final Rule on Defining "Chronically Homeless" (herein referred to as the Definition of Chronically Homeless final rule) and updates the orders of priority that were established under the prior Notice. CoCs that previously adopted the orders of priority established in Notice CPD-14-012, which this Notice supersedes, and who received points for having done so in the FY2015 CoC Program Competition are encouraged to update their written standards to reflect the updates to the orders of priority as established in this Notice. CoCs that have not previously adopted the orders of priority established in Notice CPD- 14-012 are also encouraged to incorporate the orders of priority included in this Notice into their written standards

A. Background

In June 2010, the Obama Administration released *Opening Doors: Federal Strategic Plan to Prevent and End Homelessness (Opening Doors),* in which HUD and its federal partners set goals to end Veteran and chronic homelessness by 2015, and end family and youth homelessness by 2020. Although progress has been made there is still a long way to go. In 2015, the United States Interagency Council on Homelessness extended the goal timeline for achieving the goal of ending chronic homelessness nationally from 2015 to 2017. In 2015, there were still 83,170 individuals and 13,105 persons in families with children that were identified as chronically homeless in the United States. To end chronic homelessness, it is critical that CoCs ensure that limited resources awarded through the CoC Program Competition are being used in the most effective manner and that households that are most in need of assistance are being prioritized.

Since 2005, HUD has encouraged CoCs to create new PSH dedicated for use by persons experiencing chronic homelessness (herein referred to as dedicated PSH). As a result, the number of dedicated **PSH** beds funded through the CoC Program for persons experiencing chronic homelessness has increased from 24,760 in 2007 to 59,329 in 2015. This increase has contributed to a 30.6 percent decrease in the number of chronically homeless persons reported in the Point-in-Time Count between 2007 and 2015. Despite the overall increase in the number of dedicated PSH beds, this only represents 31.6 percent of all CoC Program• funded PSH beds.

To ensure that all PSH beds funded through the CoC Program are used as strategically and effectively as possible, PSH needs to be targeted to serve persons with the highest needs and greatest barriers towards obtaining and maintaining housing on their own - persons experiencing chronic homelessness. HUD's experience has shown that many communities and recipients of CoC Program-funded PSH continue to serve persons on a "first-come, first• serve" basis or based on tenant selection processes that screen-in those who are most likely to succeed while screening out those with the highest level of need. These approaches to tenant

selection have not been effective in reducing chronic homelessness, despite the increase in the number of PSH beds nationally.

B. Goals of this Notice

The overarching goal of this Notice is to ensure that those individuals and families who have spent the longest time in places not meant for human habitation, in emergency shelters, or in safe havens and who have the most severe service needs within a community are prioritized for PSH. By ensuring that persons with the longest histories of homelessness and most severe service needs are prioritized for PSH, progress towards the Obama Administration's goal of ending chronic homelessness will increase. In order to guide CoCs in ensuring that all CoC Program• funded PSH beds are used most effectively, this Notice revises the orders of priority related to how persons should be selected for PSH as previously established in Notice CPD-14-012 to reflect the changes to the definition of chronically homeless as defined in the Definition of Chronically Homeless final rule. CoCs are strongly encouraged to adopt and incorporate them into the CoC's written standards and coordinated entry process.
HUD seeks to achieve two goals through this Notice:

1. Establish a recommended order of priority fordedicated and prioritized PSH which CoCs are encouraged to adopt in order to ensure that those persons with the longest histories residing in places not meant for human habitation, in emergency shelters, and in safe havens and with the most severe service needs are given first priority.

2. Establish a recommended order of priority for PSH that is not dedicated or prioritized for chronic homelessness in order to ensure that those persons who do not yet meet the definition of chronic homelessness but have the longest histories of homelessness and the most severe service needs, and are therefore the most at risk of becoming chronically homeless, areprioritized.

C. Applicability

The guidance in this Notice is provided to all CoCs and all recipients and subrecipients of CoC Program funds-the latter two groups referred to collectively as recipients of CoC Program• funded PSH. CoCs are strongly encouraged to incorporate the order of priority described in this Notice into their written standards, which CoCs are required to develop per 24 CFR 578.7(a)(9), for their CoC Program-funded PSH. Recipients of CoC Program funds are required to follow the written standards for prioritizing assistance established by the CoC (see 24 CFR 578.23(c)(10)); therefore, if the CoC adopts these recommended orders of priority for their PSH, all recipients of CoC Program-funded PSH will be required to follow them as required by their grant agreement. CoCs that adopted the orders of priority established in Notice CPD-14-012, which this Notice supersedes, and who received points for having done so in the most recent CoC Program Competition are strongly encouraged to update their written standards to reflect the updates to the orders of priority as established in this Notice. Lastly, where a CoC has chosen to not adopt HUD's recommended orders of priority into their written standards, recipients of CoC Program• funded PSH are encouraged to follow these standards for selecting participants into their programs as long as it is not inconsistent with the CoC's written standards.

D. Key Terms

1. **Housing First.** A model of housing assistance that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions for entry (such as sobriety or a minimum income threshold). HUD encourages all recipients of CoC Program-funded PSH to follow a Housing First approach to the maximum extent practicable.

2. **Chronically Homeless.** The definition of "chronically homeless", as stated in Definition of Chronically Homeless final rule is:

   (a) A "homeless individual with a disability," as defined in section 401(9) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11360(9)), who:

      i. lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and

      ii. Has been homeless and living as described in paragraph (a)(i) continuously for at least 12 months or on at least four separate occasions in the last 3 years, as long as the combined occasions equal at least 12 months and each break **in** homelessness separating the occasions included at least 7 consecutive nights of not living as described in paragraph (a)(i). Stays **in** institutional care facilities for fewer than 90 days will not constitute as a break in homelessness, but rather such stays are included in the 12-month total, as long as the individual was living or residing in a place not meant for human habitation, a safe haven, or an emergency shelter immediately before entering an institutional care facility;

   (b) An individual who has been residing in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital, or other similar facility, for fewer than 90 days and met all of the criteria in paragraph (a) of this definition, before entering the facility;

   (c) A family with an adult head of household (or if there is no adult in the family, a minor head of household) who meets all of the criteria in paragraph (a) or (b) of this definition (as described in Section I.D.2.(a) of this Notice), including a family whose composition has fluctuated while the head of household has been homeless.

3. **Severity of Service Needs.** This Notice refers to persons who have been identified as having the most severe service needs.

   (a) For the purposes of this Notice, this means an individual for whom at least one of the following is true:

      i. History of high utilization of crisis services, which include but are not limited to, emergency rooms, jails, and psychiatric facilities; and/or

ii. Significant health or behavioral health challenges, substance usedisorders, or functional impairments which require a significant level of support in order to maintain permanent housing.

iii. For youth and victims of domestic violence, high risk of continued trauma or high risk of harm or exposure to very dangerous living situations.

iv. When applicable CoCs and recipients of CoC Program-fundedPSH may use an alternate criteria used by Medicaid departments to identify high• need, high cost beneficiaries.

(b) Severe service needs as defined in paragraphs i.-iv. above should be identified and verified through data-driven methods such as an administrative data match or through the use of a standardized assessment tool and process and should be documented in a program participant's case file. The determination must not be based on a specific diagnosis or disability type, but only on the severity of needs of the individual. The determination cannot be made based on any factors that would result in a violation of any nondiscrimination and equal opportunity requirements, see 24 C.F.R. § 5.105(a).

II. Dedication and Prioritization of Permanent Supportive Housing Strategies to Increase Number of PSH Beds Available for Chronically Homeless Persons

A. Increase the number of CoC Program-funded PSH beds that are dedicated to persons experiencing chronic homelessness.

Dedicated PSH beds are those which are required through the project's grant agreement to only be used to house persons experiencing chronic homelessness unless there are no persons within the CoC that meet that criteria. If there are no persons within the CoC's geographic area that meet the definition of chronically homeless at a point in which a dedicated PSH bed is vacant, the recipient may then follow the order of priority for non• dedicated PSH established in this Notice, if it has been adopted into the CoC' s written standards. The bed will continue to be a dedicated bed, however, so when that bed becomes vacant again it must be used to house a chronically homeless person unless there are still no persons who meet that criterion within the CoC's geographic area at that time. These PSH beds are also reported as "CH Beds" on a CoC's Housing Inventory Count (HIC).

B. Prioritize non-dedicated PSH beds for use by persons experiencing chronic homelessness.

Prioritization means implementing an admissions preference for chronically homeless persons for CoC Program-funded PSH beds. During the CoC Program competition project applicants for CoC Program-funded PSH indicate the number of non-dedicated beds that will be prioritized for use by persons experiencing chronic homelessness during the operating year of that grant, when awarded. These projects are then required to prioritize chronically homeless persons in their non-dedicated CoC Program-funded PSH beds for the applicable operating year as the project application is incorporated into the

grant agreement. All recipients of non-dedicated CoC Program-funded PSH are encouraged to change the designation of their PSH to dedicated, however, at a minimum are encouraged to prioritize the chronically homeless as beds become vacant to the maximum extent practicable, until there are no persons within the CoC's geographic area who meet that criteria. Projects located in CoCs where a sub-CoC approach to housing and service delivery has been implemented, which may also be reflected in a sub-CoC coordinated entry process, need only to prioritize assistance within their specified area. For example, if a Balance of State CoC has chosen to divide the CoC into six distinct regions for purposes of planning and housing and service delivery, each region would only be expected to prioritize assistance within its specified geographic area.1
The number of non-dedicated beds designated as being prioritized for the chronically homeless may be increased at any time during the operating year and may occur without an amendment to the grant agreement.

III. Order of Priority in CoC Program-funded Permanent Supportive Housing

The definition of chronically homeless included in the final rule on "Defining Chronically Homeless", which was published on December 4, 2015 and went into effect on January 15, 2016, requires an individual or head of household to have a disability and to have been living in a place not meant for human habitation, in an emergency shelter, or in a safe haven for at least 12 months either continuously or cumulatively over a period of at least 4 occasions in the last 3 years. HUD encourages all CoCs adopt into their written standards the following orders of priority for all CoC Program-funded PSH. CoCs that adopted the orders of priority established in Notice CPD-14-012, which this Notice supersedes, and who received points for having done so in the most recent CoC Program Competition are strongly encouraged to update their written standards to reflect the updates to the orders of priority as established in this Notice. Where a CoC has chosen to not incorporate HUD's recommended orders of priority into their written standards, recipients of CoC Program• funded PSH are encouraged to follow these standards for selecting participants into their programs as long as it is not inconsistent with the CoC's written standards.

As a reminder, recipients of CoC Program-funded PSH are required to prioritize otherwise eligible households in a nondiscriminatory manner. Program implementation, including any prioritization policies, must be implemented consistent with the nondiscrimination provisions of the Federal civil rights laws, including, but not limited to the Fair Housing Act, Section 504 of the Rehabilitation Act, Title VI of the Civil Rights Act, and Title II or III of the Americans with Disabilities Act, as applicable. For example, while it is acceptable to prioritize based on level of need for the type of assistance being offered, prioritizing based on specific disabilities would not be consistent with fair housing requirements or program regulations.

A. Prioritizing Chronically Homeless Persons in CoC Program-funded Permanent Supportive Housing Beds Dedicated or Prioritized for Occupancy by Persons Experiencing Chronic Homelessness

1. CoCs are strongly encouraged to revise their written standards to include an order of priority, determined by the CoC, for CoC Program-funded PSH that is dedicated or prioritized for persons experiencing chronic homelessness that is based on the length of time in which an individual or family has resided in a place not meant for human habitation, a safe haven, or an emergency shelter and the severity of the individual's or family's service needs. Recipients of CoC Program-funded PSH that is dedicated or prioritized for persons experiencing chronic homelessness would be required to follow that order of priority when selecting participants for housing, in a manner consistent with their current grant agreement.

2. Where there are no chronically homeless individuals and families within the CoC's geographic area, CoCs and recipients of CoC Program-funded PSH are encouraged to follow the order of priority in Section III.B. of this Notice. For projects located in CoC's where a sub-CoC approach to housing and service delivery has been implemented, which may also be reflected in a sub-CoC coordinated entry process, need only to prioritize assistance within their specified sub-CoC area. 2

3. Recipients of CoC Program-funded PSH should follow the order of priority above while also considering the goals and any identified target populations served by the project. For example, a CoC Program-funded PSH project that is permitted to target homeless persons with a serious mental illness should follow the order of priority under Section III.A. I. of this Notice to the extent in which persons with serious mental illness meet the criteria. In this example, if there were no persons with a serious mental illness that also met the criteria of chronically homeless within the CoC's geographic area, the recipient should follow the order of priority under Section III.B for persons with a serious mental illness.

4. Recipients must exercise due diligence when conducting outreach and assessment to ensure that chronically homeless individuals and families are prioritized for assistance based on their total length of time homeless and/or the severity of their needs. HUD recognizes that some persons-particularly those living on the streets or in places not meant for human habitation-might require significant engagement and contacts prior to their entering housing and recipients of CoC Program-funded PSH are not required to allow units to remain vacant indefinitely while waiting for an identified chronically homeless person to accept an offer of PSH. CoC Program-funded PSH providers are encouraged to follow a Housing First approach to the maximum extent practicable. Therefore, a person experiencing chronic homelessness should not be forced to refuse an offer of PSH if they do not want to participate in the project's services, nor should a PSH

project have eligibility criteria or preconditions to entry that systematically exclude those with severe service needs. Street outreach providers should continue to make attempts to engage those persons that have been resistant to accepting an offer of PSH and where the CoC has adopted these orders of priority into their written standards, these chronically homeless persons must continue to be prioritized for PSH until they are housed.

B. Prioritizing Chronically Homeless Persons in CoC Program-funded Permanent Supportive Housing Beds Not Dedicated or Not Prioritized for Occupancy by Persons Experiencing Chronic Homelessness

1. CoCs are strongly encouraged to revise their written standards to include the following order of priority for non-dedicated and non-prioritized PSH beds. If adopted into the CoCs written standards, recipients of CoC Program-funded PSH that is not dedicated or prioritized for the chronically homeless would be required to follow this order of priority when selecting participants for housing, in a manner consistent with their current grant agreement.

(a) First Priority-Homeless Individuals and Families with a Disability with Long Periods of Episodic Homelessness and Severe Service Needs

An individual or family that is eligible for CoC Program-funded PSH who has experienced fewer than four occasions where they have been living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter but where the cumulative time homeless is at least 12 months **and** has been identified as having severe service needs.

(b) Second Priority-Homeless Individuals and Families with a Disability with Severe Service Needs.

An individual or family that is eligible for CoC Program-funded PSH who is residing in a place not meant for human habitation, a safe haven, or in an emergency shelter and has been identified as having severe service needs. The length of time in which households have been homeless should also be considered when prioritizing households that meet this order of priority, but there is not a minimum length of time required.

(c) Third Priority-Homeless Individuals and Families with a Disability Coming from Places Not Meant for Human Habitation, Safe Haven, or Emergency Shelter Without Severe Service Needs.

An individual or family that is eligible for CoC Program-funded PSH who is residing in a place not meant for human habitation, a safe haven, or an emergency shelter where the individual or family has not been identified as having severe service needs. The length of time in which households have been homeless should be considered when prioritizing households that meet this order of priority, but there is not a minimum length of time required.

An individual or family that is eligible for CoC Program-funded PSH who is currently residing in a transitional housing project, where prior to residing in the transitional housing had lived in a place not meant for human habitation, in an emergency shelter, or safe haven. This priority also includes individuals and families residing in transitional housing who were fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking and prior to residing in that transitional housing project even if they did not live in a place not meant for human habitation, an emergency shelter, or a safe haven prior to entry in the transitional housing.

2. Recipients of CoC Program-funded PSH should follow the order of priority above, as adopted by the CoC, while also considering the goals and any identified target populations served by the project. For example, non-dedicated or non-prioritized CoC Program-funded PSH that is permitted to target youth experiencing homelessness should follow the order of priority under Section III.B.1. of this Notice, as adopted by the CoC, to the extent in which youth meet the stated criteria.
3. Recipients must exercise due diligence when conducting outreach and assessment to ensure that persons are prioritized for assistance based on their length of time homeless and the severity of their needs following the order of priority described in this Notice, and as adopted by the CoC. HUD recognizes that some persons-particularly those living on the streets or in places not meant for human habitation-might require significant engagement and contacts prior to their entering housing and recipients are not required to keep units vacant indefinitely while waiting for an identified eligible individual or family to accept an offer of PSH (see FAQ 1895). Recipients of CoC Program-funded PSH are encouraged to follow a Housing First approach to the maximum extent practicable. Street outreach providers should continue to make attempts to engage those persons that have been resistant to accepting an offer of PSH and where the CoC has adopted these orders of priority into their written standards, these individuals and families must continue to be prioritized until they are housed.

IV. Using Coordinated Entry and a Standardized Assessment Process to Determine Eligibility and Establish a Prioritized Waiting List

A. Coordinated Entry Requirement

Provisions at 24 CFR 578.7(a)(8) requires that each CoC, in consultation with recipients of Emergency Solutions Grants (ESG) program funds within the CoC's geographic area, establish and operate either a centralized or coordinated assessment system (referred to in this Notice as coordinated entry or coordinated entry process) that provides an initial, comprehensive assessment of the needs of individuals and families for housing and services. CoCs that adopt the order of priority in Section III of this Notice into the CoC's written standards are strongly encouraged to use a coordinated entry process to ensure that there is a single prioritized list for all CoC Program-funded PSH within the CoC. The Coordinated Entry Policy Brief, provides recommended criteria for a quality coordinated entry process and standardized assessment tool and process. Under no circumstances shall the order of priority be based upon diagnosis or disability type,

but instead on the length of time an individual or family has been experiencing homelessness and the severity of needs of an individual or family.

B. Written Standards for Creation of a Single Prioritized List for PSH

CoCs are also encouraged to include in their policies and procedures governing their coordinated entry system a requirement that all CoC Program-funded PSH accept referrals only through a single prioritized list that is created through the CoCs coordinated entry process, which should also be informed by the CoCs street outreach. Adopting this into the CoC's policies and procedures for coordinated entry would further ensure that CoC Program-funded PSH is being used most effectively, which is one of the goals in this Notice. The single prioritized list should be updated frequently to reflect the most up-to-date and real-time data as possible.

C. Standardized Assessment Tool Requirement

CoCs must utilize a standardized assessment tool, in accordance with 24 CFR 578.3, or process. The Coordinated Entry Policy Brief, provides recommended criteria for a quality coordinated entry process and standardized assessment tool.

D. Nondiscrimination Requirements

CoCs and recipients of CoC Program-funded PSH must continue to comply with the nondiscrimination provisions of Federal civil rights laws, including, but not limited to, the Fair Housing Act, Section 504 of the Rehabilitation Act, Title VI of the Civil Rights Act, and Titles II or III of the Americans with Disabilities Act, as applicable. See 24
C.F.R. § 5.105(a).

V. Recordkeeping Recommendations for CoCs that have Adopted the Orders of Priority in this Notice

24 CFR 578.103(a)(4) outlines documentation requirements for all recipients of dedicated and non-dedicated CoC Program-funded PSH associated with determining whether or not an individual or family is chronically homeless for the purposes of eligibility. In addition to those requirements, HUD expects that where CoCs have adopted the orders of priority in Section III. of this Notice into their written standards. The CoC, as well as recipients of CoC Program-funded PSH, will maintain evidence of implementing these priorities. Evidence of following these orders of priority may be demonstrated by:

A. Evidence of Severe Service Needs. Evidence of severe service needs is that by which the recipient is able to determine the severity of needs as defined in Section I.D.3. of this Notice using data-driven methods such as an administrative data match or through the use of a standardized assessment. The documentation should include any information pertinent to how the determination was made, such as notes associated with case• conferencing decisions.

B. Evidence that the Recipient is Following the CoC's Written Standards for Prioritizing Assistance. Recipients must follow the CoC's written standards for prioritizing assistance, as adopted by the CoC. In accordance with the CoC's adoption of

written standards for prioritizing assistance, recipients must in tum document that the CoC's revised written standards have been incorporated into the recipient's intake procedures and that the recipient is following its intake procedures when accepting new program participants into the project.

C. Evidence that there are no Households Meeting Higher Order of Priority within CoC's Geographic Area.

(a) When dedicated and prioritized PSH is used to serve non-chronically homeless households, the recipient of CoC Program-funded PSH should document how it was determined that there were no chronically homeless households identified for assistance within the CoC's geographic area - or for those CoCs that implement a sub-CoC [3]planning and housing and service delivery approach, the smaller defined geographic area within the CoC's geographic area - at the point in which a vacancy became available. This documentation should include evidence of the outreach efforts that had been undertaken to locate eligible chronically homeless households within the defined geographic area and, where chronically homeless households have been identified but have not yet accepted assistance, the documentation should specify the number of persons that are chronically homeless that meet this condition and the attempts that have been made to engage the individual or family. Where a CoC is using a single prioritized list, the recipient of PSH may refer to that list as evidence.

(b) When non-dedicated and non-prioritized PSH is used to serve an eligible individual or family that meets a lower order of priority, the recipient of CoC Program-funded PSH should document how the determination was made that there were no eligible individuals or families within the CoC's geographic area - or for those CoCs that implement a sub-CoC planning and housing and service delivery approach, the smaller defined geographic area within the CoC's geographic area - that met a higher priority. Where a CoC is using a single prioritized list, the recipient of PSH may refer to that list as evidence that there were no households identified within the CoC's geographic area that meet a higher order of priority.

VI. Questions Regarding this Notice

Questions regarding this notice should be submitted to HUD Exchange Ask A Question (AAQ) Portal at: https://www.hudexchange.info/get-assistance/my-question/.

3 For the State of Louisiana grant originally awarded pursuant to "Department of Housing and Urban Development• Permanent Supportive Housing" in chapter 6 of title III of the Supplemental Appropriations Act, 2008 (Public Law 110-
--252; 122 Stat. 2351), projects located within the geographic area of a CoC that is not the CoC through which the State is awarded the grant may prioritize assistance within that geographic area instead of within the geographic area of the CoC through which the State is awarded the grant.

APPENDIX B

HUD's *Notice CPD-17-11: Determining a Program Participant's Rent Contribution, Occupancy Charge or Utility Reimbursement in the Continuum of Care (CoC) Program when the Program Participant is Responsible for the Utilities*

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 204 I 0- 7000

OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT

Special Attention of:
All CPD Directors HUD Field Offices HUD Regional Offices All Continuums of Care All CoC Program Recipients and Subrecipients

Notice: CPD-17-11 Issued: October 23, 2017
Expires: This notice is effective until amended, superseded, or rescinded.

Cross Reference: 24 CFR Part 578, 42

U.S.C. 11371, et seq.

Subject: Determining a Program Participant's Rent Contribution, Occupancy Charge or Utility Reimbursement in the Continuum of Care (CoC) Program when the Program Participant is Responsible for the Utilities

A. Purpose of this Notice

This Notice clarifies HUD's expectation that recipients and subrecipients will consider reasonable monthly utility costs when calculating rent contributions or occupancy charges for program participants who are responsible for paying their own utilities. For the purpose of this notice, "utilities" exclude telephone but include gas, oil, electric, sewage, water, and trash removal.

This notice applies to recipients and subrecipients that are providing Transitional Housing (TH), Permanent Supportive Housing (PSH), and Rapid Re-Housing (RRH) funded through the Continuum of Care (CoC) Program (24 CFR part 578). Specifically, this notice applies to TH, PSH, and RRH projects in which some or all of the costs of utilities are the responsibility of the program participant.

This Notice:

1. Clarifies how to take into account a reasonable amount for utilities paid by a program participant when calculating that program participant's rent contribution or occupancy charge in TH or PSH that uses CoC Program funds for leasing, rental assistance or operating costs; and
2. Provides guidance on how to pay a "utility reimbursement" to program participants who are responsible for their own utilities.

B. Background

TH and PSH projects. On July 31, 2012, HUD published the CoC Program interim rule, which went into effect on August 30, 2012, and applies to grants awarded in the FY 2012 CoC Program Competition and beyond. The interim rule provides that recipients can use CoC funds to provide rental assistance on behalf of program participants in TH or PSH (24 CFR 578.51), lease units and structures to provide TH or PSH (24 CFR 578.49), provide supportive services in TH or PSH (24 CFR 578.53), and pay operating costs for TH or PSH units or structures the recipients lease or own (24 CFR 578.55).

The utility costs in TH and PSH projects may be paid in a number of ways. If the recipient owns the building or unit, the recipient may generally decide whether to paythe utility costs with CoC operating funds (or non-CoC funds) or make the program participant responsible for utilities for which the units are individually metered. The same options apply if the recipient leases the building or unit and the utilities are not included under the recipient's lease. If the recipient uses rental assistance funds to provide TH or PSH, the recipient may pay the utility costs using CoC rental assistance funds (or non-CoC funds) or make the program participant responsible for paying the utility costs that are not included in the program participant's rent. However, as explained in further detail below, when a program participant is made responsible for paying utility costs in TH or PSH, the recipient must incorporate those costs into the program participant's occupancy charge or rent contribution and must reimburse the program participant if the reasonable utility costs exceed the applicable amount under 24 CFR 578.77.

Section 578.77 of the CoC Program interim rule establishes how recipients and subrecipients must calculate rent contributions and maximum occupancy charges for program participants in TH and PSH projects. The rent contribution requirement in 24 CFR 578.77(c) applies to TH and PSH projects in which CoC rental assistance funds are used. The maximum occupancy charge requirement in 24 CFR 578.77(b) applies to all other TH and PSH projects for which CoC funds are used. These requirements are based on section 3(a) of the U.S. Housing Act of 1937 (1937 Act) and section 426(c) of the McKinney-Vento Homeless Assistance Act (McKinney-Vento Act). The 1937 Act determines the amount a tenant must contribute toward rent in HUD's Section 8 programs. The McKinney-Vento Act prohibits CoC-funded supportive housing from charging occupants in excess of the rent contribution amount determined under the 1937 Act.

Consistent with HUD's interpretation of the rent contribution requirement in the 1937 Act, the CoC Program's rent contribution and maximum occupancy charge requirements apply to the program participant's total share of the housing costs, including the reasonable costs of utilities paid separately. Therefore, recipients and subrecipients must incorporate the reasonable costs of utilities paid separately when determining the amount a program participant must pay to reside in a TH or PSH unit. In addition, recipients and subrecipients must reimburse program participants for any amount that their reasonable utility costs exceed their rent contribution or maximum occupancy charge under 24 CFR

578.77. This "utility reimbursement" may be paid using CoC program funds. For program participants receiving rental assistance, the utility reimbursement may be paid using rental assistance funds. For program participants in other CoC-funded TH or PSH projects, the utility reimbursement may be paid using operating funds.

Rapid Re-housing (RRH) projects. RRH projects may use CoC funds to provide up to 24 months of tenant-based rental assistance and/or supportive services as needed to help a program participant quickly move into permanent housing and achieve housing stability. Utilities that are not included in the program participant's rent may be paid using rental assistance funds (or non-CoC funds). RRH projects are not subject to the occupancy charge and rent contribution requirements in 24 CFR 578.77. Instead, RRH projects must follow the written policies and procedures established by the CoC, including standards for determining what percentage or amount of rent each program participant must pay while receiving rapid rehousing assistance (24 CFR 578.37(a)(l)(ii)(A)). This means that CoCs have broad discretion over the amount of rental assistance that can be provided to a program participant receiving RRH assistance.

For example, a CoC may design RRH rental assistance so that:

- each program participant pays a fixed percentage of income toward rent;
- each program participant pays a rent contribution based on an incremental, sliding scale;
- each program participant pays a fixed amount or percent of the rent (e.g.,$1000 per month or 50% of the monthly rent); or
- each program participant pays a rent contribution that increases over time until the program participant is paying 100% of the monthly rent.

However, the CoC interim rule explicitly requires RRH projects to calculate rent as the sum of the total monthly rent for the unit and, if the tenant pays separately for utilities, the monthly allowance for utilities established by the public housing authority (PHA) for the area in which the housing is located (24 CFR 578.37(a)(l)(ii)(B)). Therefore, if utilities are not included in a program participant's rent, and rent is part of the CoC's rental assistance calculation, that calculation must incorporate the applicable utility allowance, and the program participant must be reimbursed for any amount that the allowance exceeds the program participant's share of rent. This utility reimbursement may be paid using rental assistance funds.

C. Determining the Appropriate Rent Contribution, Occupancy Charge, or Utility Reimbursement for Program Participants who are Responsible for their own Utilities

TH and PSH projects. Determining the applicable tenant rent contribution, occupancy charge, or utility reimbursement for a program participant **residing in TH or PSH** who is responsible for the utilities is a three-step process. Each step of the process is outlined below in additional detail:

1. Calculate the Program Participant's Rent-Contribution or Maximum Occupancy Charge;
2. Determine the Reasonable Utility Consumption Amount; and
3. Determine the Rent Contribution, Occupancy Charge, or Utility Reimbursement Amount.

1. Calculate the Program Participant's Rent Contribution or Maximum Occupancy Charge. 24 CFR 578.77(c) establishes the following as the rent contribution that program participants *must* pay when the recipient or subrecipient is providing rental assistance payments on the program participant's behalf in TH and PSH projects. 24 CFR 578.77(b) establishes the maximum occupancy charge that recipients or subrecipients *may* charge program participants where the recipientor subrecipient is providing the program participant TH or PSH with funds other than rental assistance funds (e.g., by using leasing funds). There is no requirement, however, that recipients or subrecipients charge occupancy charges and many recipients and subrecipients choose not to impose occupancy charges on their program participants.

The rent contribution or the maximum occupancy charge is the highest of the following amounts (rounded to the nearest dollar):

a. 30 percent of the family's monthly adjusted income (as outlined at Part 5.609 and 5.61 l(a));
b. 10 percent of the family's monthly gross income; or
c. If the family is receiving payments for welfare assistance from a public agency and a part of the payments (adjusted in accordance with the family's actual housing costs) is specifically designated by the agency to meet the family's housing costs, the portion of the payments that is designated for housing costs.

Please keep in mind that for TH and PSH projects in which rental assistance is provided, the rent contribution is not optional and must equal the rent contribution specified above. For projects that provide TH or PSH using funds other than rental assistance funds, the occupancy charge is optional and can be lower but not higher than the maximum occupancy charge specified above.

2. Determine the Reasonable Monthly Utility Consumption Amount. For the purposes of determining the reasonable monthly utility consumption, recipients or subrecipients must use the local PHA's schedule of utility allowances, which are based on unit size and the utilities the program participant is expected to pay. Contact your local PHA to obtain the schedule of utility allowances and exception utility allowances.

3. Determine the Rent Contribution, Occupancy Charge, or Utility Reimbursement Amount.

Rental Assistance: As detailed above, each program participant in transitional or permanent supportive housing on whose behalf rent is paid with CoC Program rental assistance funds must pay rent in the amount determined in 24 CFR 578.77(c). This amount, however, must be adjusted by the pre-determined reasonable utility consumption amount when the program participant is required to pay for utilities. For example, if the program participant's rent contribution is
$300, as determined above, and the reasonable monthly utility consumption amount is $40 then the program participant is only required to contribute $260 in rent. The recipient must pay the difference between $260 and the rent specified on the program participant's lease.

Housing Leased or Owned by the Recipient: Similarly, if a program participant is residing in transitional or permanent supportive housing where an occupancy charge could be imposed (e.g., in housing leased by the recipient or subrecipient or in housing owned by the recipient or subrecipient), any utilities paid by the program participant must be considered in the amount of the occupancy charge, which cannot exceed the amount determined in 24 CFR 578.77(b). For example, if the recipient calculates the maximum occupancy charge permitted and the program participant's occupancy charge calculation is $200, but the reasonable monthly utility consumption amount is $50, then the program participant's occupancy charge payment is reduced to $150.

Since occupancy charges are optional in the CoC Program, in instances where occupancy charges are not imposed, but where utilities are the responsibility of the program participant, the recipient or subrecipient still must ensure that the reasonable monthly utility consumption amount is not more than the maximum occupancy charge in 24 CFR 578.77(b).

Reimbursement: If, when the recipient or subrecipient deducts the reasonable monthly utility consumption amount from the program participant's rent contribution or maximum occupancy charge amount (as determined by 24 CFR 578.77(c) or 24 CFR 578.77(b) respectively), the calculation equals a number less than $0, then the recipient or subrecipient must provide a utility reimbursement to the program participant in accordance with the methods outlined in Section D of this Notice. For example, if a program participant's maximum occupancy charge would be $0 because the program participant does not have any income and thereasonable

monthly utility consumption is $30, then the recipient or subrecipient must provide the program participant a utility reimbursement of $30 paid in accordance with the methods in Section D of this Notice.

4. Examples.

This section provides examples to assist recipients and subrecipients in understanding the calculation described in Section C.3 above.

Rent Contributions. This calculation is used when rental assistance is provided on behalf of program participants, but utilities are not included in the rent and are the responsibility of the program participant.

Example 1

A	Contract Rent	$500
B	Tenant Rent Calculation in 24 CFR 578.77(c) *before* making adjustments for utilities	$80
C	Reasonable Monthly Utility Consumption	$30
	Calculation B-C	$50
D	Program Participant Rent - to be Paid Directly to Landlord or Property Owner	$50
E	Recipient Rental Assistance Payment to Landlord or Property Owner	$450 (A• D)
F	Utility Reimbursement to be Paid to Program Participant	$0

In the above example, the program participant owes the landlord or property owner rent because the calculation of B minus C resulted in a positive number ($50). This also means that the recipient does not owe the program participant a utility reimbursement.

Example 2

A	Contract Rent	$600
B	Tenant Rent Calculation in 24 CFR 578.77(c) *before* making adjustments for utilities	$30
C	Reasonable Monthly Utility Consumption	$50
Calculation B-C		-$20
D	Program Participant Rent - to be Paid Directly to Landlord or Property Owner	$0
E	Recipient Rental Assistance Payment to Landlord or Property Owner	$600 (A-D)
F	Utility Reimbursement to be Paid to Program Participant	$20

In the above example, the recipient owes the full contract rent to the landlord or property owner because the calculation in B-C resulted in a negative number (•
$20). Therefore, the amount the program participant owes to the landlord or property owner is $0, and the amount the recipient owes to the program participant for a utility reimbursement is $20.

Occupancy Charges. This calculation is used when program participants are expected to be responsible for utilities and an occupancy charge could be imposed. Note: In these examples, the contract rent is not applicable to this calculation because the recipient or subrecipient is paying the full cost of the housing directly to the landlord or property owner.

a. Occupancy Charges ARE imposed on program participantsat maximum allowable amount

Example 3

A	Occupancy Charge Calculation in 24 CFR 578.77(b) *before* making adjustments for utilities	$100
B	Reasonable Monthly Utility Consumption	$30
	Calculation A-B	$70
C	Program Participant Occupancy Charge - to be Paid to the Recipient or Subrecipient	$70
D	Utility Reimbursement to be Paid to the Program Participant	$0

In the above example, the recipient does not owe a utility reimbursement to the program participant because the calculation of A-B resulted in a positive number

($70). The program participant owes $70 to the recipient or subrecipient as the occupancy charge.

Example 4

A	Occupancy Charge Calculation in 24 CFR 578.77(b) *before* making adjustments for utilities	$25
B	Reasonable Monthly Utility Consumption	$40
	Calculation A-B	-$15
C	Program Participant Occupancy Charge - to be Paid to the Recipient or Subrecipient	$0
D	Utility Reimbursement to be Paid to the Program Participant	$15

In the above example, the recipient/subrecipient does owe a utility reimbursement to the program participant because the calculation of A-B resulted in a negative number (-$15). Therefore, the recipient or subrecipient owes the program participant $15 and the program participant does not have to pay an occupancy charge to the recipient or subrecipient

b. Occupancy Charges are NOT imposed on program participants.

Example 5

A	Maximum Occupancy Charge Calculation in 24 CFR 578.77(b) *before* making adjustments for utilities	$35
B	Reasonable Monthly Utility Consumption	$20
	Calculation A-B	$15
D	Utility Reimbursement to be Paid to the Program Participant	$0

In the above example, the program participant does not pay an occupancy charge because the recipient does not impose occupancy charges as a condition of occupancy. Additionally, the recipient does not owe the program participant a utility reimbursement because the reasonable monthly utility consumption amount is less than the maximum amount the program participant could pay as an occupancy charge per 24 CFR 578.77(b).

Example 6

A	Maximum Occupancy Charge Calculation in 24 CFR 578.77(b) *before* making adjustments for utilities	$55
B	Reasonable Monthly Utility Consumption	$60
	Calculation A-B	-$5
D	Utility Reimbursement to be Paid to the Program Participant	$5

In the above example, the program participant does not pay an occupancy charge because the recipient does not impose occupancy charges as a condition of occupancy. However, the recipient does owe the program participant a utility reimbursement because the reasonable monthly utility consumption amount is more than the maximum amount the program participant could pay as an occupancy charge per 24 CFR 578.77(b).

D. Paying the Utility Reimbursement

For program participants residing in RRH, if the PHA's monthly allowance for utilities exceeds the amount the program participant is required to pay for a rent contribution, the program participant must be reimbursed for the difference. Similarly, for program participants residing in TH or PSH if reasonable monthly utility compensation alone exceeds the amount the program participant is required to pay for a rent contribution or the maximum amount the program participant could be required to pay, or is required to pay, in an occupancy charge, the program participant (or the utility company on behalf of the program participant) must be reimbursed for the difference (this would occur wherever the calculation in Section C.4 above resulted in the program participant being owed a utility reimbursement).

Where a utility reimbursement is owed to the program participant this amount would need to be paid in one of the following ways:

1. Pay the program participant directly. The recipient or subrecipient can pay the utility reimbursement directly to the program participant.

2. Pay the Utility Company on Behalf of the Program Participant. The recipient or subrecipient can pay the utility reimbursement to the utility company on behalf of the program participant. If the recipient or subrecipient chooses to do this, the recipient or subrecipient must have the permission of the program participant and notify the program participant in writing of the amount paid to the utility company (to allow the program participant to pay any outstanding amounts). Note: the recipient or subrecipient must maintain records of the program participant's permission to pay the utility company directly and the notification(s) to the program participant of the amount(s) paid on their behalf.

In either method, the budget line item that the recipient uses to pay the utility reimbursement depends on the type of assistance provided. If the program participant is receiving rental assistance the utility reimbursement may be paid with rental assistance funds. If the program participant lives in TH or PSH for which leasing or operating funds are used, the utility reimbursement may be paid with operating funds. In no case may leasing funds awarded under the CoC Program be used to pay for those utilities that are not included in the recipient or subrecipient's lease. Note: To the extent the utility reimbursement would be an eligible cost under the CoC Program, recipients or subrecipients may also use program income or matching funds to pay for the utilities.

E. Maintaining Records.

HUD expects recipients and subrecipients that operate projects where the utilities are the responsibility of the program participant to maintain records demonstrating compliance with the requirements clarified in this Notice. All records must be maintained in compliance with 24 CFR 578.103.

The following is a list of records that should be maintained to demonstrate compliance:

1. Recipient records. The following records should be maintained in the recipientor subrecipient's records.
   a. Utility schedules used to determine the reasonable monthlyutility consumption amount.
   b. Occupancy Charges policy, if applicable:
      1) Is a charge imposed (yes/no)?
      2) If yes, what percent will be charged of the participants; and
      3) Are there any exceptions?

2. Program participant records. The following records should be maintained in each program participant's record.
   a. The annual income calculation as set forth in 24 CFR 578.103(a)(6).
   b. The amount of the program participant's rent contribution, occupancy charge, or utility reimbursement and how the amount was determined.
   c. Where a utility reimbursement is due to the program participant, evidence that the utility reimbursement was paid in accordance with Section D of this Notice. Where the utility reimbursement is paid directly to the utility company, the written permission of the program participant to pay the utility company directly as well as the documentation provided to the program participant that the utility was paid.

CITY OF LONG BEACH

Department of Health and Human Services
Homeless Services Bureau
1500 Hughes Way, Ste. C-300 | Long Beach, CA 90810
(562) 570-4500

Long Beach Continuum of Care Policy & Guidance – Service Delivery & Funding Priorities During a Declared Disaster or Emergency

Purpose

This policy provides guidance for all entities providing programs and services for the Long Beach Continuum of Care (CoC) in response to a natural disaster, a Presidentially declared disaster, and/or a public health emergency.

Applicability:

This policy applies to all Long Beach CoC and Emergency Solutions Grant (ESG) direct grantees and subrecipients and is effective immediately.

Background

The U.S. Department of Housing and Urban Development (HUD) provides local CoCs and Consolidated Plan (Con Plan) jurisdictions with material support in their efforts to address and end homelessness. Included in that material support, HUD provides local CoCs and ConPlan jurisdictions with funding to provide housing and services designed to prevent, address, respond to, mitigate, and recover from publicly declared crises, disaster, and emergencies.

The Long Beach CoC leadership (Long Beach Homeless Services, as Collaborative Applicant and Unified Funding Agency for the Long Beach CoC, and the Long Beach CoC Board) – hereby enact the following Service Delivery and Funding priorities and Procedures to respond to and recover from declared disasters and emergencies.

Service Delivery Priorities:

1. Long Beach CoC - in conjunction with City of Long Beach Community Development Department (City ConPlan jurisdiction), local emergency management, and public health partners, and in collaboration with service provider entities - will identify and designate programs and services essential to community rehousing strategies that must remain operational during the declared disaster and/or emergency.
2. Entities operating the CoC-identified essential programs and services will retain essential activities at locations where the programs and services must continue to provide life- sustaining services to vulnerable, unsheltered, sheltered, and formerly homeless rehoused households.

3. Entities operating the CoC-identified essential programs and services (as identified in the preceding steps) will designate “essential personnel” - i.e., those that the entity deems are required to sustain operations of programs and services and to assist with coordination while normal operations are disrupted; and

4. Entities operating the CoC-identified essential programs and services (as identified in the preceding steps) will carefully, accurately, and thoroughly document which services are being retained, the locations those services are being provided, and the designated essential personnel (as identified in the proceeding step) required to sustain those operations. Such documentation will be made available to Long Beach CoC on demand, as soon as it is practicable.

Funding Priorities:

The CoC and ConPlan jurisdiction will evaluate programs, services, service providers, and projects to prioritize eligible and available funding for activities which align with CoC and HUD priorities to rapidly deploy resources in efforts to address and respond to declared emergencies and disasters as effectively, efficiently, and expeditiously as possible.

The Long Beach CoC reserves the right to focus grant funding and corresponding eligible component types to the affected areas, targeting grant awards to subrecipient governments and/or nonprofits to address direct deficits to existing programs, fund local preparedness and requirements, provide temporary support to expand program occupancy, expand sheltering capacity, renovate homeless services facilities damaged by the disaster, or fund new activities to move new and existing clients into permanent housing. During periods of declared disaster or emergency the CoC may temporarily modify its traditional processes for awarding funding, acknowledging that areas affected by disaster may not have the bandwidth to put forward applications. Second, it allows funding to be focused on the areas where it is most needed and will have the greatest impact.

The Long Beach CoC endeavors to address the needs of homeless individuals and families through strategic processes for the allocation, distribution, and utilization of funding that engages a broad base of community stakeholders, those with lived experience, and experts in the field of homeless services. This process requires the concerted efforts of everyone in the Long Beach community as well as neighboring communities to plan and provide a dynamic, comprehensive, and coordinated system of services and programs that address the specialized needs of people currently and at-risk of experiencing homelessness.

This effort demands that each funded partner not only operate in terms of their respective mission but also within the citywide context of ending homelessness. Therefore, the CoC has developed the aforementioned policy and guidance to consider how programs and services should function, and be prioritized for funding, in the broader CoC system of care to deliver outcomes that contribute to exiting as many people as possible into permanent housing and supporting people experiencing homelessness to stabilize and maintain housing during periods of declared emergency and disaster.

The following projects are eligible for Rapid Unsheltered Survivor Housing (RUSH) funding under the US Department of Housing and Urban Development (HUD):

Table 1: CoC Funding Projects

Eligible Projects
Emergency Shelter (Congregate and Non-Congregate)
Rapid Rehousing
Homelessness Prevention
Street Outreach Services
HMIS
Administration

CoC Program Funding Priorities

The City of Long Beach CoC recommends the project priorities listed in Table 2, below, based on
the work of the CoC Board's Funding as well as shifting needs in the Long Beach community. The Long Beach CoC sees it in the best interest of the CoC to focus on the highest community need, which is permanent housing. To maximize resources and outcomes, the Long Beach CoC is prioritizing the following project types for funding, not necessarily in this order:

Table 2: Prioritization of CoC Funding Projects

Project Type
1. PH-Rapid Rehousing
2. Emergency Shelter
3. HMIS
4. Administration

Appendix D: Citizen Participation Plan (CPP)

1. Encouragement of Citizen Participation

All grantees of funding provided by the U.S. Department of Housing and Urban Development (HUD) under the "Consolidated Plan" for Community Planning entitlement funds must develop and follow a written Citizen Participation Plan (CPP) describing the City's policies and procedures for including citizen participation in the development of the Consolidated Plan (this includes the annual Action Plan, annual Performance Report, and substantial amendments). This Citizen Participation Plan (CPP) is intended to ensure full participation by residents of the City of Long Beach (City) in the development and implementation of Community Development Block Grant (CDBG), Emergency Solutions Grants Program (ESG), HOME Investment Partnership Program (HOME), and other related HUD-assisted programs.

The Citizen Participation Plan (CPP) is updated every five years, hence this update.

This CPP addresses the need to provide sufficient information to the public regarding HUD- assisted programs to allow the opportunity for meaningful citizen participation in the development and implementation of the various programs and activities funded by HUD. It encourages participation among the primary program beneficiaries who are persons of low and moderate income and residents of slums and blighted areas. It guides recipients through the entire Consolidated Plan process, including project development and review, compilation of the annual Action Plan of the Consolidated Plan, and project implementation. The CPP encourages citizens to propose projects as well as assess performance.

Interested groups and individuals are encouraged to provide input into all aspects of the City's consolidated planning activities – from assessing needs and setting priorities through performance evaluation. This CPP offers numerous opportunities for citizens to contribute information, ideas, and opinions about ways to provide decent housing, establishing and maintaining a suitable living environment, and expanding economic opportunities, particularly for low- and moderate-income persons.

In developing its Consolidated Plan, Annual Action Plans, Substantial Amendments, CAPER and Section 108 applications to HUD, the City will take appropriate actions to encourage the participation of all of its citizens including:

- Low- and moderate-income persons, particularly those living in areas where federal funds are proposed to be used, including Designated Code Enforcement Areas;
- Residents of predominantly low- and moderate-income neighborhoods;
- People with Disabilities;

- Residents of public and other assisted housing developments; and
- Local and regional institutions, the regional Continuum of Care and other organizations (including businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith-based organizations).

The City of Long Beach is committed to keeping all interested groups and individuals informed of each phase of the consolidated planning process, and of activities being proposed or undertaken under HUD entitlement programs. Opportunities to comment on or participate in planning community development and affordable housing activities and projects will be publicized and disseminated as widely as possible in Long Beach.

In order to conduct meaningful public participation and solicit public input before developing draft Consolidated Plan and Action Plans, the City will conduct public workshops and presentations to neighborhood groups, agencies working with low-income groups, and other stakeholders to prioritize housing and community development needs.

2. Long Beach Community Investment Company (LBCIC)

The Long Beach Community Investment Company (LBCIC) consists of seven (7) community residents appointed by the Mayor and City Council to carry out citizen participation activities for HUD entitlement grant programs. LBCIC meets the third Wednesday of every month and conducts business according to its Bylaws.

3. Public Hearings

The City of Long Beach will conduct at least two public hearings each year to obtain resident input. The hearings are usually held before the Long Beach Community Investment Company (LBCIC) which meets in City Hall. Hearings will take place at different stages of the consolidated planning process and together address:

- Housing and community development needs;
- Proposed use of program funds, and
- Program performance during the past year.

At least one hearing will be held in the early spring (usually in March or April before the LBCIC), to solicit feedback on the City's housing and community development needs and to review program performance during the past year. In addition, at least one hearing will be held in the summer (usually in May or June, before the LBCIC) to solicit comments on the draft Consolidated Plan and Annual Action plans, which include the proposed use of CDBG, ESG and HOME funds. The information provided to the public on or before the public hearing will include:

- The amount of assistance the local government expects to receive (including grant funds and program income);

- The range of activities that may be undertaken;
- The estimated amount of funding that will benefit persons of low- and moderate-incomes.

This information will be presented at the public hearing and is contained in the text of the Consolidated Plans and Annual Action Plans under review.

4. Public Hearing Notices and Outreach

Information about the time, location, and subject of each hearing will be provided to citizens at least 30 days in advance by publication in a local newspaper(s), via email distribution lists, and via publication on the City's website, www.longbeach.gov/lbds. Targeted outreach developed specifically for informing low- and moderate-income persons, residents of public and other affordable housing, and persons with disabilities will take place via distribution of notices to providers of services to these populations, including the Long Beach Housing Authority and non-profit affordable housing developers in Long Beach. Outreach to local businesses, Long Beach-based developers, nonprofit organizations, philanthropic organizations, and other community-based and faith-based organizations, will take place via notices sent to these organizations via email and/or regular mail.

Every effort will be made to ensure that public input collection before conducting public hearings is inclusive. Public hearings will be held at 411 W. Ocean Blvd. in City Hall as the venue is centrally located and adjacent to the City's low-income neighborhoods.

5. Publication of the Proposed Consolidated Plan and Annual Action Plans

The City will publish proposed Consolidated Plans and Annual Action Plans in a manner that affords citizens, public agencies, and other interested parties a reasonable opportunity to examine its contents and submit comments. The proposed Consolidated Plan (or "public comment draft") shall include:

- The amount of assistance the City expects to receive (including grant funds and program income); and
- The range of activities that may be undertaken, including the estimated amount that will benefit persons of low- and moderate-incomes.

Notice of the availability of the draft Consolidated Plan and/or Annual Action Plan will be published in one or more newspapers of general circulation at the beginning of the required 30-day public comment period. The notice will describe the purpose of the plan and will instruct where and when copies of the entire proposed Consolidated Plan and/or Annual Action Plan may be obtained or examined. The following are among the locations where copies of the public comment draft will be made available for inspection:

- Long Beach Main Library: Reference Desk, 200 West Broadway, Long Beach,

CA 90802

- Community Development Department, 411 W. Ocean Boulevard, 3rd Floor, Long Beach, CA 90802
- City Website, www.longbeach.gov/lbds
- Or by directly requesting copies from Community Development, Operations Division:

Elizabeth Weithers, Operations Officer
Community Development Department
411 W. Ocean Blvd., 3rd Floor
Long Beach, California 90802
Email: Elizabeth.Weithers@longbeach.gov
Telephone: (562) 570-6912

6. Public Comments on the Proposed Consolidated Plan and/or Annual Action Plan

The City of Long Beach will receive comments from citizens on its proposed Consolidated Plan and/or Annual Action Plan for a period not less than 30 days prior to submission of the Plan(s) to HUD. All comments or views of citizens received in writing or orally at public hearings will be considered in preparing the final Plan(s). A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore shall be attached to the final Plan(s). Oral comments outside of the public hearing will not be considered, unless they are also provided directly to staff via email, letter, or other legible written form at the address provided in Section 5, above.

The final version of the Consolidated Plan and/or Annual Action Plan as submitted to HUD will be posted on the City's webpage.

7. Amending the Consolidated Plan and the Annual Action Plan

HUD regulations at 24 CFR Part 91.505 require substantial amendments to the Consolidated Plan and Annual Action Plans whenever an entitlement jurisdiction:

- Changes in funding allocation priorities and/or the method of distributing funds; or
- Additions or deletions in activity funds exceeding twenty-five (25) percent of budgeted dollars. The use of HOME funds, however, may be periodically adjusted within low income housing activities, provided the City's Consolidated Plan low income housing goals are maintained; or
- Carries out an activity, using funds from any program covered by the Consolidated Plan (including program income), not previously described in the Action Plan; or
- Changes to the purpose, scope, location, or beneficiaries of an activity, except when such modified activities continue to substantially benefit low and moderate

income persons within targeted neighborhoods, and implementation of the original purpose and scope of the activity is improved; or
- Becomes aware of HUD-imposed regulatory changes guiding planning, reporting, monitoring, and evaluation requirements.

A substantial change shall not include budget modifications within an approved budget for a project where there is an increase and/or a decrease of federal funds from one eligible activity budget line item to another eligible activity budget line item, within the same project or contract budget. This does not include the transfer of funds between different contracted projects.

Some amendments will be considered substantial while others will be considered to be not substantial. All non-substantial amendments, including those required by HUD regulations, will be considered narrative changes to be completed by the grantee department in consultation with LBCIC, and will be published in the plans and online within a reasonable time after they are made.

The need to prepare a substantial amendment shall trigger use of the public participation requirements described below.

8. Public Notice of and Public Comment on Substantial Amendment.

Once drafted, the City of Long Beach shall make the substantial amendment public and submit it to the LBCIC for its review, comment, and recommendation to the City Council. Notice and opportunity to comment will be given to citizens through public notices in local newspapers and other appropriate means, such as the targeted distribution lists described above in Section 3. A public comment period of not less than 30 days will be provided prior to implementing any substantial amendments to the Consolidated Plan and/or Annual Action Plan. Community Development staff will prepare a summary of all comments received and, in cases where any citizens' views are not accepted, provide reasons for the decision. This documentation will be attached to the substantial amendment, which will be available to the public and submitted to HUD.

9. Preparation of the Consolidated Annual Performance and Evaluation Report (CAPER)

Performance reports on programs covered by the Consolidated Plan/AAP are to be prepared by the City of Long Beach for annual submission to HUD by December 31. The City of Long Beach shall provide a preliminary draft of the CAPER to the LBCIC and publish a notice announcing that the public shall have no less than 15 days to review and comment on the document. The CAPER shall be placed on view at the same public places where the Consolidated Plan/AAP shall be made available, and posted to the City's website.

All public comments submitted in writing regarding the CAPER will be considered and a summary of these comments or views and staff responses shall be attached to the

document. The City shall encourage commissioners and members of the public to review the performance detailed in the CAPER during the early spring public hearing.

10. Access to Records

A reasonable number of free copies of the City of Long Beach Consolidated Plan, Annual Action Plan, the Consolidated Annual Performance and Evaluation Report, as well as all amendments to the Consolidated Plan and Annual Action Plan will be available to citizens and groups requesting them. These documents shall be maintained for not less than 5 years on the City's web site. Materials will also be made available in a form accessible to persons with disabilities upon request.

11. Technical Assistance

The City shall make available, upon request, technical assistance to groups representing persons of low- and moderate-income (and other special needs) that request such assistance in developing proposals for funding assistance under any of the programs covered by the Plans. The City shall also hold at least one workshop for community agencies applying for City funding on or near the time of issuance of a Request for Proposals to explain issues related to various funding sources available, eligible activities, the application process itself, and to answer any questions applicants may have.

12. Citizen Complaints

The City of Long Beach shall accept written complaints and provide a substantive written response to any written citizen complaint within a reasonable period of time, not to exceed 15 working days, when the complaint concerns the Consolidated Plan, Annual Action Plans, amendments thereto, and performance reports.

Complaint, comments and questions should be directed to:

Elizabeth Weithers
411 W. Ocean Blvd., Third Floor
Long Beach, CA 90802
(562) 570-6912
Elizabeth.Weithers@longbeach.gov

Appendix E: AP-90 (HOME Refinancing Guidelines)

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

Refinancing with Rehabilitation Guidelines

Under certain circumstances, the HOME Investment Partnership Program allows the use of HOME funds for refinancing; however, HUD regulations at 24 CFR 92.206(b) require that “Refinancing Guidelines" be included in the local participating jurisdiction's Consolidated Plan. Subject to certain HUD requirements, the local participating jurisdiction designs its own "Refinancing Guidelines" and includes these guidelines in the Consolidated Plan for public input and HUD review/approval.

The HOME regulations at 24 CFR 92.206(b) allow HOME funds to pay the cost to refinance existing debt secured by housing that is being rehabilitated with HOME funds:

1. For single-family (1 to 4 unit) owner-occupied housing when lending HOME funds to rehabilitate the housing, if the refinancing is necessary to reduce the overall housing costs to the borrower and make the housing more affordable; and
2. For multi-family projects when lending HOME funds to rehabilitate the units, if refinancing is necessary to permit or continue affordability under 24 CFR 92252. The Participating Jurisdiction (PJ) must establish refinancing guidelines and state them in its Consolidated Plan.

It is the City's understanding, via oral confirmation from HUD Los Angeles Area Office staff, that HUD's intent in the above-stated 24 CFR 92.206 (b) reference to "the cost to refinance existing debt" is not simply to use HOME funds to pay for the lender's costs and fees associated with a refinancing, but also to pay for the refunding in replacing the existing debt with new debt. The following adopted "Refinancing Guidelines" describe the conditions under which the City of Long Beach will use HOME funds in any project proposing to refinance existing debt on a multifamily housing property.

1. May not be used for single-family housing. Although HUD HOME regulations allow HOME funds for refinancing in connection with "single family (one to four units) housing", the City of Long Beach Refinancing Guidelines stipulate that HOME funds to refinance may only be allowed in connection with multi-family housing projects; refinancing may not be allowed with single-family housing. HUD defines "single-family housing" as one to four units, including one owner-occupied unit.

2. HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG. This is a HOME regulations requirement at 24 CFR 92.206(b)(2)(vi).

3. HOME funds may not be used to refinance properties that previously received home funding unless the affordability period has expired. This is a HOME regulations requirement. 92 CFR 92.214(a)(7) states that HOME funds may not be used to provide HOME assistance (beyond one year after project completion) to a project previously assisted with HOME funds during the period of affordability established in the original written agreement.

4. Use of HOME funds for refinancing will only be allowed in multi-family projects, which are proposed to be rehabilitated with HOME funds. This is a HOME regulations requirement. 24 CFR 92.206(b) states that HOME funds may be used to pay "the cost to refinance existing debt secured by housing that is being rehabilitated with HOME funds" (emphasis added).

5. The refinancing must be necessary to permit or continue affordability under HOME regulations at 24 CFR 92.252 ("Qualification As Affordable Housing: Rental Housing"). The purpose of the refinancing must be to maintain current affordability and/or create additional affordable units. This is a HOME regulations requirement at24 CFR 92.206(b)(2).

6. The new investment of HOME funds for refinancing can be made either to maintain current affordable units or to create additional affordable units. Levels of affordability will be, at a minimum, those required by the HOME Program regulations. This guideline is a HOME regulations requirement at 24 CFR 92.206(b)(2)(iii). The Guidelines must "state whether the new investment is being made to maintain current affordable units, create additional affordable units, or both."

7. For those projects which currently have affordable (non-HOME-funded) deed restricted units and which may seek to use HOME Program "Refinancing With Rehabilitation," the requirement to "maintain current affordable units or create additional affordable units" may also be met by increasing the project's current affordability level. For example, an increased affordability level may be achieved by:
   - lowering the existing rent restrictions;
   - increasing the number of affordable/restricted units;
   - extending the term of existing affordability restrictions; or
   - a combination thereof.

The level of additional affordability (if any) will be determined in the context of overall financial feasibility of each financing.

1. Regardless of the amount of HOME funds invested, the minimum affordability period shall be at least 15 years. This is a HOME regulations requirement at 24 CFR 92.206(b)(2) and 24 CFR 92.206(b)(2)(iv). The actual affordability period will be the subject of negotiation on each project.

2. The investment of HOME funds for refinancing will be allowed jurisdiction-wide. Eligible properties must be located in the City of Long Beach. This is a HOME regulations requirement at 24 CFR 92.206(b)(2)(v), which requires the guidelines to specify whether the investment of HOME funds, for refinancing, will be jurisdiction wide or limited to a

specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy.

3. Whenever HOME funds are used for refinancing, the City of Long Beach staff will require a review of management practices to determine that:

   - "Disinvestment" in the property has not occurred. HUD regulations do not define "disinvestment." Within these Guidelines, the term "disinvestment" shall mean an intentional and avoidable reduction in capital investment, which results in a failure to either construct, maintain or replace capital assets [i.e., buildings, equipment, furnishings, fixtures, property infrastructure, etc] in accordance with the HUD minimum property standards enumerated at 24 CFR 92.251, and as determined by the City of Long Beach staff;
   - The long-term needs of the project can be met; and
   - The feasibility of serving the targeted population over an extended affordability period can be demonstrated.

   This is a HOME regulations requirement at 24 CFR 92.206(b)(2)(ii). The City of Long Beach staff will either conduct this review of management practices, or select a consultant (costs to be borne by the owner) to conduct such a review.

4. In any project using HOME funds for "Refinancing With Rehabilitation" the owner(s) would not be allowed to take cash out of the refinancing. However, a reasonable developer fee (which shall be subject to negotiation) for a project would be considered a project expense and would not be considered to be taking cash out of the refinancing. HOME regulations do not allow owners to withdraw cash from the refinancing; 24 CFR 92.205(d) states that only the actual HOME eligible development costs (i.e. costs eligible under 92.206(a), (b), or (c)) of the assisted units may be charged to the HOME program. Neither Sections 92.206(a) or (b) or (c) authorize the retention of refinanced HOME funds by the owner.

5. The minimum amount of HOME funds that can be invested in a project is $1,000 times the number of HOME-assisted units in the project. This is a HOME regulations requirement.

6. Projects seeking to use HOME funds for "Refinancing With Rehabilitation" _must be in compliance with all regulations for the HOME Investment Partnership Program at 24 CFR 92.

7. There will be a minimum "required ratio" between rehabilitation and refinancing as follows: within a proposed project up to 85% of the project's HOME funds may be used for refinancing and at least 15% of the project's HOME funds must be used for rehabilitation. The HOME regulations require, at 24 CFR 92.206(b)(2)(i), that whenever HOME funds are used for refinancing, the rehabilitation must be the "primary eligible activity" and that this "primary eligible activity" requirement is met either by establishing a minimum level of rehabilitation per unit or by establishing a "required ratio" _between rehabilitation and refinancing. HUD HOME regulations do not specify the amount of this "required ratio" and allow the participating jurisdiction to propose the "required ratio." Staff will determine the ratio based on the amount of HOME funds invested, leverage of HOME funds, and financial feasibility.

8. Under these Guidelines, the property proposing to use HOME for refinancing may only be owned by non-profit owners or by public entities including the Long Beach Housing Development Company. However, there is a prohibition on ownership interests, which are contrary to the HUD conflict of interest prohibitions at 24 CFR 92.356 [HOME "Conflict of Interest"], or 24 CFR 8536 ["Procurement"], or 24 CFR 8442 ["Codes of Conduct"].

9. HUD HOME regulations do not limit property ownership in connection with refinancing. However, under these Guidelines, in order to encourage housing activity by nonprofits, the City of Long Beach has decided to exclude for-profit owners from using HOME funds for "Refinancing With Rehabilitation" and give priority to non-profits which are designated as Community Housing Development Organizations (CHDOs).

10. Loan Terms: These "Refinancing With Rehabilitation Guidelines" are intended to be used in conjunction with other existing HOME-funded programs previously approved by the City of Long Beach ("other City of Long Beach existing HOME programs"). City of Long Beach staff will superimpose these Guidelines onto the "other City of Long Beach existing HOME programs." To the extent that these Guidelines may be inconsistent with the requirements of the "other City of Long Beach existing HOME programs," the more restrictive requirements will apply.

11. These "Refinancing with Rehabilitation Guidelines" are minimum guidelines for conformance with HUD minimum requirements, and they may be subject to further additional restrictions or limitations (including but not limited to funding availability) as determined by the City of Long Beach. These Guidelines serve to obtain HUD's approval of a general framework and create a potential alternative for the City of Long Beach. However, approval of these Guidelines does not create an obligation or requirement that the City of Long Beach will make loans utilizing Refinancing With Rehabilitation. The City of Long Beach is authorized to modify (after notification to HUD) these "Refinancing With Rehabilitation Guidelines" to the extent that any provisions in these "Refinancing With Rehabilitation Guidelines" may be inconsistent with the City of Long Beach current (or future) adopted policies.

Appendix F: SF-424 and Certifications

SF-424 Item #16 Attachment- Additional Congressional Districts

Additional Congressional Districts

- District 44

Certifications