



Office of the City Manager

CONSENT CALENDAR  
July 14, 2026

To: Honorable Mayor and Members of the City Council  
 From: Paul Buddenhagen, City Manager  
 Submitted by: Scott Gilman, Director, Health, Housing & Community Services  
 Subject: 2026 Capacity Building Request for Proposals Funding Recommendations

RECOMMENDATION

Adopt a Resolution to:

1. Approve a capacity building contract with Bay Area Community Land Trust (BACLТ) for Fiscal Years 2027 and 2028 for \$200,000 per fiscal year, subject to approval in the budget process; and
2. Authorize the City Manager or designee to execute all original or amended documents or agreements to effectuate this action.

FISCAL IMPACTS OF RECOMMENDATION

The \$400,000 in capacity building funds will come from the General Fund (funds generated pursuant to Measure U1, Fund #016). The Fiscal Year (FY) 2027 allocation of \$200,000 was approved by Council as part of the FY2027 budget, and the FY2028 allocation is subject to Council approval in next year's budget process.

CURRENT SITUATION AND ITS EFFECTS

The City released its 2026 Capacity Building Request for Proposals (RFP) in March for \$400,000 (\$200,000 per year for Fiscal Years 2027 and 2028) to support capacity building for emerging affordable nonprofit housing developers. The grant is available to nonprofit developers who do not meet the experience thresholds in the Housing Trust Fund (HTF) and Small Sites Program (SSP) guidelines, based on the number of projects completed by the organization or the experience of the current staff. Applicants must be actively working on or pursuing new opportunities for affordable housing in Berkeley that could be eligible for City funding under the City's housing programs.

On May 7, 2026, the Housing Advisory Commission (HAC) took the following action:

Action: M/S/C (Simon-Weisberg/ Micael) to recommend that City Council approve a capacity building contract with Bay Area Community Land Trust (BACLТ) for Fiscal Years 2027 and 2028 for \$200,000 per fiscal year, subject to approval in the budget process; and authorize the City Manager or designee to execute all original or amended documents or agreements to effectuate this action.

Vote: Ayes: Bell, Micael, Potter, Shere, Simon-Weisberg, Twu, Vaughn-Scott. Noes: None. Abstain: None. Absent: Haycox, Mirvish.

The City received three proposals to the RFP by the submission deadline from the following organizations: BACLT, Insight Housing (Insight), and Supportive Housing Community Land Alliance (SCHLA). The funding recommendation supports a nonprofit developer that is actively pursuing opportunities in Berkeley and proposed measurable steps to increase its organizational capacity.

Effective January 1, 2026, local agencies are required to satisfy noticing requirements for certain contracts for services that meet the criteria outlined in Government Code Section 3504.1 as amended by AB 339. This project does not meet the criteria in Government Code Section 3504.1 and is exempt from the noticing requirement.

### **BACKGROUND**

The City has a history of providing operational support to local nonprofit developers through Community Housing Development Organization grants to qualified organizations (currently Resources for Community Development and Satellite Affordable Housing Associates). The City issued an RFP for capacity building for developers interested in pursuing SSP projects in 2018, through which BACLT was awarded \$50,000. Council approved subsequent annual allocations to BACLT in amounts ranging from \$100,000 to \$200,000 per fiscal year through FY2025. This RFP created an open and transparent process for eligible organizations to request capacity building funds.

Staff's review included assessing each applicant's eligibility and evaluating the proposals using the following criteria for a total score of up to 100 points:

1. Program Development: Up to 40 points
2. Staff Development: Up to 25 points
3. Board Development: Up to 20 points
4. Additional Considerations: Up to 15 points

### **Bay Area Community Land Trust**

*Requested funds: \$200,000 per fiscal year*

*Total Score: 97*

BACLT is a social justice organization formed in 2006 that converts for-profit rental properties to permanently affordable, democratically run, cooperative housing for lower income households. BACLT's primary goals rest in preserving the affordability of housing that is at risk, especially in communities of color, and creating and sustaining resident empowerment through resident-run cooperatives. The organization completed two SSP projects, has a third underway, and is actively seeking new projects in Berkeley.

BACLT has undergone significant staffing transitions over the past few years. The current staff do not have all of the necessary housing development experience required to reach their goals, therefore, BACLT relies on consultants to provide project management support. With the requested funding, BACLT would pursue training opportunities from third-party professionals to build staff's technical skills in housing development. BACLT plans to increase salaries, improve employee benefits, and deepen and develop relationships and strategies to diversify of its funding sources. BACLT's proposal includes specific plans to acquire new projects in Berkeley, strengthen organizational strategies and infrastructure, improve its project feasibility analysis tool, and refine its co-op education and conversion to co-operative program. The proposal also outlined plans for Board development, including board retreats, structured onboarding, and financial stewardship training.

### **Insight Housing**

*Requested funds: \$200,000 per fiscal year*

*Total Score: 85*

Insight's mission is to ensure everyone in the community has a home through supportive and sustainable housing solutions. Founded in 1970, Insight has grown to deliver programs across seven counties in California including Alameda and Contra Costa counties. Insight developed or co-developed several projects in Berkeley, including permanent supportive housing, shelters, and board and care facilities. Insight currently has two projects underway in Berkeley – a new 85-unit PSH project to be constructed at the North Berkeley BART site and the renovation of MLK House, an 11-unit single-resident-occupancy project that will serve formerly homeless veterans.

Insight proposed using capacity building funds to support one full-time staff member dedicated to expanding and strengthening Insight's internal real estate development function, including pursuing new opportunities in Berkeley. Insight also proposed to use the requested funds toward building financial analytical capacity, developing operational feasibility analysis, and increasing cross-departmental coordination. Insight's proposal included plans to train new staff and the Board, but lacked specificity, focused on internal training only, and was not clear on how staff would receive training beyond onboarding.

### **Supportive Housing Community Land Alliance**

*Requested funds: \$62,577 per fiscal year*

*Total Score: 54*

Formed in 2021, SHCLA is a nonprofit community land trust dedicated to creating and preserving permanent housing for people living with serious mental illness. SCHLA has two projects in Oakland and does not have any active projects in Berkeley. The proposal did not identify steps toward pursuing new affordable housing opportunities in Berkeley.

SHCLA's proposed capacity building efforts focus on expanding its organizational expertise, strengthening internal systems, and supporting the transition from early project implementation to consistent production of affordable and supportive housing. SCHLA laid out expected outcomes but did not provide clear metrics for tracking their progress in achieving those outcomes.

SCHLA proposed building development capacity by creating project management tools, standardizing operating procedures, establishing communication protocols, and improving property management with technical tools. SHCLA mentioned incorporating resilience in program policies and decision-making tools but did not include much detail on how this could be achieved. The proposal did not address staff or Board development in detail, including any proposed trainings to deepen housing development knowledge.

#### ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no direct environmental or climate impacts related to awarding capacity building grant funds.

#### RATIONALE FOR RECOMMENDATION

BACLT's proposal included detailed efforts with specific metrics and measurable outcomes to build the organization's capacity to support its active and future projects in Berkeley. Because BACLT submitted the strongest application, staff and the HAC recommend funding BACLT at their full request.

#### ALTERNATIVE ACTIONS CONSIDERED

Staff and the HAC considered splitting the available funding and making a portion available to the top two applicants or to all three applicants. However, capacity building funds are limited, and staff and commissioners were concerned about diluting the impact if funds were divided.

#### CONTACT PERSON

Jenny Wyant, Program Manager, HHCS, (510) 981-5228  
Asavari Devadiga, Community Development Project Coordinator, HHCS, (510) 981-5426

Attachment:  
1: Resolution

RESOLUTION NO. ##,###-N.S.

AUTHORIZING A CAPACITY BUILDING CONTRACT WITH BAY AREA COMMUNITY  
LAND TRUST

WHEREAS, the City Council established a Housing Trust Fund (HTF) program to assist in the development and expansion of housing affordable to low- and moderate-income persons, who either work or reside within the City of Berkeley, and authorized the City Manager to implement the HTF program; and

WHEREAS, there is a great need for affordable and special needs housing in the City of Berkeley as stated in the General Plan Housing Element and the City of Berkeley's Consolidated Plan; and

WHEREAS, on March 1, 2026, the City released the 2026 Capacity Building Request for Proposals (RFP) to support less experienced nonprofit developers build capacity to pursue future affordable housing opportunities in Berkeley; and

WHEREAS, up to \$200,000 per fiscal year (FY) for FY2027 and FY2028 were made available to one or more qualifying developers through the RFP process; and

WHEREAS, this contract is exempt from the noticing requirements set forth in Government Code Section 3504.1; and

WHEREAS, the RFP funds are general funds generated pursuant to Measure U1, and the FY2027 allocation was approved as part of the annual budget process on June 23, 2026, and the FY2028 allocation is subject to approval by Council in the FY2028 budget process.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the Council authorizes approving a capacity building contract with Bay Area Community Land Trust for Fiscal Years 2027 and 2028 for \$200,000 per fiscal year, with the latter subject to approval in the FY2028 budget process.

BE IT FURTHER RESOLVED THAT the City Manager, or designee, is hereby authorized to execute all original or amended documents or agreements to effectuate this action; a signed copy of said documents, agreements, and any amendments will be kept on file in the Office of City Clerk.

