

CITY OF BERKELEY

**CONSOLIDATED PLAN
FOR HOUSING
AND COMMUNITY DEVELOPMENT
PY 2025-2029**

and Annual Action Plan for Program Year 2025

**for the U.S. Department of
Housing and Urban Development
San Francisco Field Office of
Community Planning and Development**

July 2025

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Executive Summary

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

1. Introduction

Eligible state and local governments receive annual block grants for community development and affordable housing from the U.S. Department of Housing and Urban Development (HUD). These grants include the Community Development Block Grant (CDBG), the HOME Investment Partnerships Program (HOME), and the Emergency Solutions Grant (ESG). For each program, HUD regulations allow for a broad range of eligible activities. The state or local governments determine which of the eligible activities will best serve the needs of their community. In order to determine the most pressing needs and develop effective, place-based market-driven strategies to meet those needs, HUD requires grantees to develop a Consolidated Plan (Plan).

This Plan by the City of Berkeley lays out the City's overall investment strategies for the City's use of federal entitlement grant funds for affordable housing, homelessness, addressing poverty, and community development from July 1, 2025, through June 30, 2030. For each year of the Plan, the City must also produce an Annual Action Plan (AAP). The First-Year Annual Action Plan for the period of July 1, 2025 through June 30, 2026 is attached to this Plan. Please note that throughout the Plan and Annual Action Plan, the terms "fiscal year" and "program year" are both used. The period from July 1, 2025 through June 30, 2026 is the City's fiscal year (FY) 2026 and HUD's program year (PY) 2025.

The Plan was prepared in accordance with HUD's Office of Community and Planning Development (CPD) eCon Planning Suite which was introduced in 2012. Since that time, HUD requires grantees submit their Consolidated Plan and First-Year Annual Action Plan using the Consolidated Plan template through the Integrated Disbursement and Information System (IDIS), their nationwide database. Most of the data tables in the Plan are populated with default data from the U.S. Census Bureau, specifically 2016-2020 American Community Survey (ACS) and Comprehensive Housing Affordability Strategy (CHAS) data.

Other sources of data are noted throughout the Plan.

The Plan is divided into six sections:

- Executive Summary
- The Process
- Needs Assessment
- Market Analysis
- Strategic Plan
- First-Year Action Plan

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The City of Berkeley continues to set an ambitious array of goals for the use of its federal entitlement grant resources. The priority needs of the City are affordable housing, non-housing community development, and homelessness. The City has three goals to address those priority needs:

- Increase affordable housing supply and quality;
- Improve public facilities and public services; and
- Provide homeless services including prevention, emergency shelter, outreach and rapid re-housing.

The City of Berkeley has long placed a high priority on affordable housing and community services. The City is committed to maintaining high-quality programs for those in need but faces challenges due to limited resources to meet those needs. The City of Berkeley has been able to backfill some of the ongoing reductions in federal funding for affordable housing and critical community services with local investments. Local investments, however, do not begin to meet the need for more affordable housing and resources to prevent and end homelessness. At the same time, the ESG, HOME, and CDBG programs come with considerable administrative requirements, all of which impact the City's ability to address all the many needs identified.

3. Evaluation of past performance

The City tracks single family and multi-family housing rehabilitation and development efforts. Outcomes for all federally funded community agency programs are also tracked and prior outcomes are used to inform funding decisions. The City also uses countywide Homeless Count and program outcome data to inform its goals on homelessness.

4. Summary of citizen participation process and consultation process

A public hearing community for needs was held on January 25, 2024, in front of the Housing Advisory Commission to hear from Berkeley residents on the most needed services and housing opportunities and share a brief report on prior year impact and the City's priority service areas. The public hearing on community needs was noticed in the *Berkeley Voice* on January 19, 2024.

Additional public meetings were held with the Human Welfare Community Action Commission (HWCAC), Homeless Services Panel of Experts (HSPOE), Commission on Labor (COL), and Housing Advisory Commission (HAC) to review subject area priorities and funding opportunities for community agency grants. Each commission represents the Berkeley community and advises City Council on decisions related to their focus area. In these public meetings, the Commissions evaluated community agency applications for funding on their program design, organizational capacity, prior performance and/or experience in the community, and overall budget. Community members and representatives from the community-based organizations were notified of the meetings via email and through the commission webpages on the City website.

- Human Welfare Community Action Commission public meeting was held on March 6, 2024. The HWCAC focused on reviewing community agencies providing services to low-income communities. Their evaluation and guiding principles included alignment with Community Services Block Grant (CSBG) and local funds (Measure E) priority areas and restrictions, agency capacity, program design and articulation, budget, and focus on serving low-income residents.
- Homeless Service Panel of Experts Commission public meeting was held on March 13, 2024. The HSPOE focused on reviewing community agencies providing services to the unhoused, specifically, alcohol and drug treatment, basic needs, benefits advocacy, coordinated entry system, emergency shelter/navigation, encampment services, housing navigation services,

homeless prevention, rapid re-housing/flexible subsidies, representative payee services, street outreach, tenancy sustaining services, transitional housing, and workforce development services. Their evaluation and guiding principles included strategically aligning with the Home Together Plan and the All Home Regional Action Plan, maximize potential opportunity to leverage funding, and balance the basic needs with long-term housing solutions.

- The Commission on Labor public meeting was held on January 17, 2024 and focused on employment programs and city labor ordinances.
- The Housing Advisory Commission public meeting was held on March 13, 2024 where the commission discussed and made recommendations for CDBG and ESG funding. The HAC focused on reviewing the needs and options in alignment with housing, facility, and workforce goals/priorities of the City, programs and community-based organizations with demonstrated commitment to serving low-income populations, and organization capacity to conduct the work, and CDBG priority areas and restrictions.

A public hearing was held on May 7, 2024 at City Council to review and approve funding recommendations for community agencies. Outreach for this public hearing included posting in the newspaper (*Berkeley Voice*), email notifications to community agencies, posting to the City of Berkeley Council Agenda and Events webpages, and posting flyers at public buildings such as the libraries.

A public meeting was held in Berkeley on September 10, 2024 to discuss fair housing. This public meeting was noticed in the *Berkeley Voice* on August 30, 2024. Specific outreach regarding the public meeting was accomplished via electronic mailings to interested parties, which include individuals, the Alameda County Homeless Continuum of Care, community agencies serving low-income people, business groups, housing developers, and postings at public buildings such as recreation centers, senior centers, libraries and other government buildings. The meeting notice and a fair housing survey was also posted on the City's website, as well as advertised by the other jurisdictions in Alameda County to promote other county-wide in-person and virtual meetings.

Draft copies of the Plan were presented to the HAC on January 9, 2025 and February 6, 2025. A public comment period was opened on March 14, 2025 and concluded on April 29, 2025 after the public hearing. A public hearing on the Plan was held on April 29, 2025 before the Berkeley City Council. An announcement regarding the public hearing and public comment period were published in the *Berkeley Voice* on March 14, 2025 and updated on April 11, 2025. The notices were distributed widely to community agencies, residents, City Commissioners, and posted in public spaces, such as the library and senior centers. The announcement stated where to locate the publicly available Plan, the dates of the public comment period, and a summary of key elements of the Plan. The draft Plan was also posted on the City's website.

5. Summary of public comments

At the January 25, 2024 public hearing before the HAC, 13 members of the public attended, where 11 members of the public spoke. Members spoke on four main topics: homeless services, housing, workforce, and accountability/oversight.

- Homeless Services: Community members expressed agreement and appreciation for the City's goals for homeless prevention and listening to community agencies. Recommendations included providing more funding for wraparound services, serving people where they are by providing services like port-a-potties and dumpsters, and ensuring that housing shelters support all homeless individuals.
- Housing: Members of the community recommended to increase funding for fair housing enforcement.
- Workforce Development: Comments included the need for workforce development and homeless services to be connected by providing opportunities within the community that have the lived experiences.
- Accountability: Members commented that accountability in funding and services is important. More transparency about where money is utilized for staff and services to community is needed to ensure that funds are spent on community activities.

At the various commission meetings, several members of the community attended and provided public comment. The members of the public largely represented the community agencies who applied for funding. They spoke about how the funding would impact their community and programs.

- HWCAC: Four members of the public attended and three spoke.
- HSPOE: Three members of the public attended and two spoke.
- HAC: Fifteen members of the public attended and twelve spoke.
- Labor: One member of the public attended.

At the May 7, 2024 public hearing, 24 members of the public spoke about the need for more funding to support key community organizations in Berkeley. Community agencies are providing critical services to community members and additional funds would enable services to continue and provide adequate salaries to their staff. Without adequate staffing, it can disrupt services and impact quality of care/support provided to the community.

At the September 10, 2024 public meeting on fair housing, ten community members from across Alameda County were in attendance and five spoke regarding the lack of affordable housing, homelessness in the City, displacement, competition with student housing, and limited opportunities for low-income rental units, particularly for seniors.

Between December 12 and December 31, 2024, a community survey was open on the City of Berkeley website for residents to provide feedback and input on the priorities for HUD funds. The 590 responses helped to inform and confirm the priorities for this consolidated plan. The survey results are summarized and included as an attachment to this plan.

At the January 9, 2025 public meeting at the HAC, ten members of the public were in attendance, along with eight members of the HAC. Two members of the public spoke regarding their concerns for

resources and the unknown impact on services and programming as the United States transitions administrations since federal transitions can often come with changes in federal policies and programs.

At the February 6, 2025 public meeting at the HAC, one member of the public was in attendance, along with seven members of the HAC. No members of the public provided comment. The HAC commissioners provided a comment on the draft Regional Analysis of Impediments, noting the use of predictive algorithms in screening rental applications as a concern to be addressed.

At the April 29, 2025 public hearing/Council Meeting, forty members of the public, eight Council Members, and the Mayor were in attendance. Two members of the public provided comment in person to confirm commission involvement in the process and to inquire about flexibility of the funds supporting community agencies if the allocations are reduced beyond the estimates. Members of the City Council inquired about the impact of the services and how that could change if the estimated allocations differ from the actual. Lastly, a written comment was submitted requesting that more funding is allocated towards domestic violence survivors who are unhoused.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments were accepted. Additional resources could enhance City-administered programs as noted in the summary of public comments above. It would take additional federal or local funding, however, which are currently not available. Changes to federal funding and federal funding priorities may impact funding for identified programs and thus this plan.

7. Summary

N/A.

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
CDBG Administrator	Berkeley	Health, Housing, and Community Services Department
HOME Administrator	Berkeley	Health, Housing, and Community Services Department
ESG Administrator	Berkeley	Health, Housing, and Community Services Department

Table 1 – Responsible Agencies

Narrative

The Health, Housing, and Community Services (HHCS) Department is the lead agency for overseeing the development of the plan. The Housing and Community Services (HCS) Division coordinates the City’s funding allocation process and monitoring for community-based organizations, administration of the Housing Trust Fund, and operation of other housing and community services programs such as the Shelter Plus Care Program and Senior and Disabled Home Rehabilitation Loan Program. The Department also includes the Environmental Health, Mental Health, Public Health, and Aging Services divisions, all of which provide direct services to the community.

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PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

1. Introduction

The consolidated planning process requires jurisdictions to reach out to and consult with other public and private agencies when developing the plan. The Plan includes a summary of the consultation process, including identification of the agencies that participated in the process.

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(I)).

The City of Berkeley coordinates the housing and community services activities within the HHCS department through regular senior staff meetings and coordination on specific topics. City staff also participates in the implementation of Everyone Home, the countywide plan to end homelessness. Everyone Home spearheads Alameda County’s Continuum of Care. Staff will continue to participate in the initiative’s Leadership Board, which includes most public funders of housing and homeless services in the county, as well as leadership from key community-based organizations. Leadership Board membership helps to coordinate efforts across the county. Staff also participates in other committees composed of other funders (such as Alameda County Behavioral Health Care Services and the Social Services Agency) as well as many community-based organizations.

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

Berkeley works closely with the Alameda County Continuum of Care (COC) in numerous ways including as members of various COC committees that meet to review and provide recommendations for system improvements. It also works closely with Alameda County Behavioral Health Care Services, Social Service Agency, Office of Housing and Homelessness (OHH). In PY21, the City endorsed the Alameda County Home Together 2026 Community Plan, a five-year strategic initiative. Berkeley will participate in preparing the Home Together Update this year. The City continues to work closely with OHH to implement the North County Coordinated Entry System (CES), which includes Berkeley, Emeryville, and Albany. The redesigned screening process: housing problem-solving and crisis and housing assessments are now utilized across the County, including at the new transition age youth (TAY) Housing Resource Center (HRC). The addition of the crisis queue which asks if someone is interested in shelter has increased the number of successful matches to shelter resources in Berkeley. Additionally, Berkeley attends and participates in the COC’s Housing Stability and Homelessness Prevention and System Impact Committee meetings. The City funds Eviction Defense Center (EDC) to provide housing retention grants to households that are at imminent risk of homelessness. The City will work with EDC to identify ways to target funding to reduce the number of households entering the homeless services system.

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

Consultation with the Alameda-Countywide COC, the City of Oakland, and the Alameda County Housing and Community Services Department was initiated in 2012 to discuss the use of ESG funds. The discussion focused on how to implement the new ESG requirements in a way that would be consistent countywide and would continue the collaboration launched in 2009 with American Recovery and Reinvestment Act (ARRA) Homelessness Prevention and Rapid Re-housing (HPRP) funds. The group held several meetings in PY12, resulting in the development of a policies and procedures manual that was used to implement the Priority Home Partnership Program. In PY22, the City updated its ESG Policies and Procedures Manual and provided training to Bay Area Community Services, the community agency that administers ESG Rapid Rehousing assistance and added street outreach and emergency shelter activities. The City continues to use the COC’s RBA system performance measures and targets to evaluate emergency shelter, outreach and rental assistance programs funded by ESG.

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

1	Agency/Group/Organization	City of Berkeley Housing Advisory Commission
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Draft copies of the plan were presented to the Housing Advisory Commission (HAC) at their January and February 2025 meetings for comments.
2	Agency/Group/Organization	City of Berkeley Homeless Services Panel of Experts (HSPOE)
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The HSPOE provides their expertise and recommendations for funding for community agencies including the portion of CDBG public services funding that supports the homeless population.

Table 2 – Agencies/Groups who participated

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

No Agency Types were knowingly excluded.

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?
Home Together 2026 Community Plan	Alameda County's Continuum of Care	The Alameda County Home Together 2026 Community Plan, the countywide plan to end homelessness, was endorsed by the City in PY2021. Berkeley activities to end homelessness, including those supported by federal monies as articulated in this plan, align with the Home Together 2026 Community Plan.
Housing Element 2023-2031	City of Berkeley	The Housing Element addresses housing production and preservation in the City of Berkeley and includes issues related to affordable housing that overlap with this report goal to increase affordable housing supply and quality.
Health Report of 2018	Health, Housing, and Community Services; Public Health Division	The goal of the Health Status Report is to provide a picture of the health status of people living in Berkeley. The report helps define goals and objectives for improving Berkeley resident health outcomes. The Health Status Report highlights overlapping health and housing needs for low-income individuals that are addressed in the Consolidated Plan.
YEP	Collaboration between various local agencies	Formerly Berkeley 2020 Vision, now known as YEP, is a citywide partnership that seeks to close Berkeley educational opportunity gap through a shared community commitment to this goal: that all young people in Berkeley grow up with opportunities to achieve high outcomes and realize their full potential. Public agency, education, nonprofit, and other partners lend content expertise, shape the direction of this initiative, and represent the students and families they serve. This is consistent with goals of increasing economic opportunities for Berkeley residents. The Consolidated Plan works toward these shared goals by supporting housing and public services for low-income residents.
Age-Friendly Berkeley Action Plan	Health, Housing, and Community Services; Aging Division	This report focuses on the aging population in Berkeley and the fact that the vast majority of older adults want to age in their homes and local Berkeley community. The Age-Friendly Berkeley initiative helps prepare Berkeley for its rapidly aging population by gathering input from the community and pulling together public and private leaders, resources, ideas, and strategies to address the issues raised. Age-Friendly Berkeley is a collective effort whose goal is to ensure that all Berkeley residents are connected, healthy, and engaged in their environments. The Consolidated Plan speaks directly to affordable housing goals that support low-income persons, specifically including seniors and persons with disabilities.
City of Berkeley Strategic Plan	City of Berkeley	The strategic plan identifies the City governments long-term goals on behalf of the Berkeley community. The plan was approved in 2018, and

		included numerous priorities, which are short-term projects or programs that support a specific goal. Goals include creating affordable housing and housing supportive services for low-income community members.
Alameda County Regional Analysis of Impediments to Fair Housing	Alameda County	This report summarizes the impediments to fair housing across Alameda County. The report was previously approved for 2020-2024 and is in process of being updated for the next five years.
California All Home Regional Action Plan (RAP), 2021	All Home	The City's strategic plans for addressing homelessness align with the priorities in the RAP.
Alameda County Point-in-Time Report, 2024	Alameda County EveryOne Home	The Point-in-Time (PIT) Count is an annual census of people experiencing homelessness on a single night. This report includes additional information about the experiences of people who are homeless in the Berkeley community which assist in developing our programmatic activities to end homelessness.

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))

Alameda County Continuum of Care (COC), described above under the Continuum of Care question, is an important venue for coordination with other units of local government in Alameda County on the issue of homelessness. Most affordable housing developments in Berkeley receive other public funding, most typically Low-Income Housing Tax Credits, but also other County and State programs, such as No Place Like Home funding for affordable housing for mentally disabled residents. The Housing & Community Services Division works with both the City's Mental Health Division and the Alameda County Health Care Services Agency to take advantage of No Place Like Home funding to support the creation of additional permanently affordable units for unhoused residents on the Home Stretch list.

Narrative (optional):

N/A.

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

This Plan was developed with citizen participation consistent with the City's adopted Citizen Participation Plan.

A public hearing on community needs was held on January 25, 2024, in front of the Housing Advisory Commission to hear from Berkeley residents on the most needed services and housing opportunities and share a brief report on prior year impact and the City's priority service areas. Eleven members of the public spoke on homeless services, housing, workforce, and accountability/oversight.

Additional public meetings were held with the Human Welfare Community Action Commission (HWCAC), Homeless Services Panel of Experts (HSPOE), Commission on Labor, and Housing Advisory Commission (HAC) to review subject area priorities and funding opportunities for community agencies. Each commission represents the Berkeley community and advises City Council on decisions related to their focus area, and evaluated the community agencies on their program design, organizational capacity, prior performance and/or experience in the community, and overall budget. Community members and representatives from the community-based organizations were notified of the meetings via email and through the commission webpages on the City website.

At the May 7, 2024 public hearing 24 members of the public spoke about the need for more funding to support key community organizations in Berkeley. Community agencies are providing critical services to community members and additional funds would enable services to continue and provide adequate salaries to their staff. Without adequate staffing, it can disrupt services and impact quality of care/support provided to the community.

At the September 10, 2024 public meeting on fair housing, ten community members from across Alameda County were in attendance and five spoke regarding the lack of affordable housing, homelessness in the City, displacement, competition with student housing, and limited opportunities for low-income rental units, particularly for seniors.

Between December 12 and December 31, 2024, a community survey was open on the City of Berkeley website for residents to provide feedback and input on the priorities for HUD funds. The 590 responses helped to inform and confirm the priorities for this consolidated plan. The survey results are summarized and included as an attachment to this plan.

At the January 9, 2025 public meeting at the HAC, ten members of the public were in attendance, along with eight members of the HAC. Two members of the public spoke regarding their concerns for resources and the unknown impact on services and programming as the United States transitions administrations since federal transitions can often come with changes in federal policies and programs.

At the February 6, 2025 public meeting at the HAC, one member of the public was in attendance, along with seven members of the HAC. No members of the public provided comment. The HAC commissioners provided a comment on the draft Regional Analysis of Impediments, noting the use of predictive algorithms in screening rental applications as a concern to be addressed.

At the April 29, 2025 public hearing/Council Meeting, forty members of the public, eight Council Members, and the Mayor were in attendance. Two members of the public provided comment in person to confirm commission involvement in the process and to inquire about flexibility of the funds supporting community agencies if the allocations are reduced beyond the estimates. Members of the City Council inquired about the impact of the services and how that could change if the estimated allocations differ from the actual. Lastly, a written comment was submitted requesting that more funding is allocated towards domestic violence survivors who are unhoused.

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 Hearing	Non-targeted, broad community	Thirteen members of the public attended, where eleven members of the public spoke, at the January 25, 2024 public hearing on community needs in front of the Housing Advisory Commission.	Members spoke on four main topics, homeless services, housing, workforce, and accountability/oversight.	All comments were accepted.	https://www.cityofberkeley.info/Housing_Advisory_Commission/
2	Public Meeting	Non-targeted, broad community	Four members of the public attended where three spoke at the March 6, 2024 hearing on community funding needs in front of the Human Welfare and Community Action Commission.	Members spoke about how the funding would impact the community and programs.	All comments were accepted.	https://berkeleyca.gov/your-government/boards-commissions/human-welfare-and-community-action-commission
3	Public Meeting	Non-targeted, broad community	Three members of the public attended where two spoke at the March 13, 2024 hearing on community funding needs in front of the Homeless Service Panel of Experts.	Members spoke about how the funding would impact the community and programs.	All comments were accepted.	https://berkeleyca.gov/your-government/boards-commissions/homeless-services-panel-experts
4	Public Meeting	Non-targeted, broad community	One member of the public attended the January 17, 2024 hearing on community funding needs in front of the Commission on Labor.	Members spoke about how the funding would impact the community and programs.	All comments were accepted.	https://berkeleyca.gov/your-government/boards-commissions/commission-labor
5	Public Hearing	Non-targeted, broad community	Twenty-four members of the public spoke at the May 7, 2024 hearing on community funding needs in front of the City Council.	Members provided comment on the critical services being provided by community agencies and continued need for funding to operate.	All comments were accepted.	https://berkeleyca.gov/your-government/city-council/city-council-agendas

6	Public Meeting	Non-targeted, broad community	Ten members of the public attended, where five spoke on fair housing challenges, at a City meeting coordinated by the County on September 10.	Members spoke about the lack of affordable housing, homelessness in the City, displacement, competition with student housing near the University of California, Berkeley, and limited opportunities for low-income rental units, particular for seniors.	All comments were accepted.	N/A
7	Public Survey	Non-targeted, broad community	590 community members responded to the survey on housing priorities. The survey was open between December 12 and December 31, 2024.	Respondents highlighted affordable housing as a primary concern, homeless programs and services continue/are improved, fair housing activities to be enhanced, and additional support for economic development. Detailed summary of responses included in attachments.	All comments were accepted	https://berkeleyca.gov/community-recreation/news/give-input-funding-priorities-housing-and-public-service-programs
8	Public Meeting	Non-targeted, broad community	At the January 9, 2025 public meeting at the HAC, ten members of the public were in attendance, along with 8 members of the HAC. Two members of the public spoke.	Members of the public spoke regarding their concerns for resources and the unknown impact on services and programming as the United States transitions administrations since federal transitions can often come with changes in federal policies and programs.	All comments were accepted.	https://www.cityofberkeley.info/Housing_Advisory_Commission/
9	Public Hearing	Non-targeted,	At the February 6, 2025 public hearing at the HAC, 1 member of the public was in attendance,	The HAC commissioners provided a comment on the draft Regional Analysis of	All comments were accepted.	https://www.cityofberkeley.info/Housing_Advisory_Commission/

		broad community	along with 7 members of the HAC. No members of the public provided comment.	Impediments, noting the use of predictive algorithms in screening rental applications as a concern to be addressed.		
10	Public Hearing	Non-targeted, broad community	At the April 29, 2025 public hearing/Council Meeting, forty members of the public, eight Council Members, and the Mayor were in attendance.	Two members of the public provided comment in person to confirm commission involvement in the process and to inquire about flexibility of the funds supporting community agencies if the allocations are reduced beyond the estimates. Members of the City Council inquired about the impact of the services and how that could change if the estimated allocations differ from the actual. Lastly, a written comment was submitted requesting that more funding is allocated towards domestic violence survivors who are unhoused.	All comments were accepted.	https://berkeleyca.gov/your-government/city-council/city-council-agendas

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The Needs Assessment of the Consolidated Plan, in conjunction with information gathered through consultations and the citizen participation process, provides a clear picture of the jurisdiction's needs related to affordable housing, special needs housing, community development, and homelessness. The Needs Assessment includes the following sections:

- Housing Needs Assessment
- Disproportionately Greater Need
- Public Housing
- Homeless Needs Assessment
- Non-Homeless Special Needs Assessment
- Non-Housing Community Development Needs

The Needs Assessment identifies those needs with the highest priorities which form the basis for the Strategic Plan section and the programs and projects to be administered throughout the Plan period. Most of the data tables in this section are populated with default data from the Comprehensive Housing Affordability Strategy (CHAS) developed by the Census Bureau for HUD based on 2016-2020 American Community Survey (ACS) Census. Other sources are noted throughout the Plan.

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

Demographics	Base Year: 2009	Most Recent Year: 2020	% Change
Population	117,385	123,065	5%
Households	45,915	45,885	-0%
Median Income	\$66,237.00	\$91,259.00	38%

Table 5 - Housing Needs Assessment Demographics

Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)

As defined by HUD, housing problems include:

- Units lacking a complete kitchen or plumbing facilities;
- Housing cost burden of more than 30 percent of the household income (for renters, housing costs include rent paid by the tenant plus utilities and for owners, housing costs include mortgage payments, taxes, insurance, and utilities);
- Severe housing cost burden of more than 50 percent of gross income; and
- Overcrowding which is defined as more than one person per room, not including bathrooms, porches, foyers, halls, or half-rooms.

The following income categories are used throughout the Plan:

- Extremely low: households with income less than 30 percent of area median income (AMI)
- Very low: households with income between 30 and 50 percent of AMI
- Low: households with income between 51 and 80 percent of AMI
- Moderate: households with income between 81 and 120 percent of AMI
- Above moderate: households with income above 120 percent of AMI

Based on the data presented above from CHAS, there are 123,065 people residing in the City of Berkeley comprising 45,885 households, figures which are unchanged from the prior Consolidated Plan period. Of these households, 20,735 households (or 45 percent) are considered “low income” per HUD definitions (under 80 percent of Area Median Income). This represents an increase of 10 percentage points since the last Consolidated Plan.

According to the 2022 American Community Survey (ACS) 1-year Estimates, which counts 45,788 households, 43% of occupied housing units are owner-occupied and 57% percent are renter-occupied, the same distribution that was reported in the previous Consolidated Plan (data.census.gov table #B25011). The CHAS data below shows that 8,854 renter-households and 2,255 owner-households have some type of housing problem. That is equivalent to 24 percent of the households in the City of Berkeley. The largest portion of households in Berkeley with a housing problem (52% of renters with a housing problem and 55% of owners with a housing problem) are experiencing an affordability problem, paying more than 50% of their income for rent. Overcrowding and substandard units are far less common, according to Census data, particularly for homeowners.

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	10,035	4,990	5,710	3,365	21,780
Small Family Households	1,180	1,065	1,320	1,065	9,255
Large Family Households	155	65	215	90	720
Household contains at least one person 62-74 years of age	2,325	1,075	1,705	865	5,620
Household contains at least one person age 75 or older	1,225	435	475	455	1,960
Households with one or more children 6 years old or younger	304	299	299	189	2,195

Table 6 - Total Households Table

Data 2016-2020 CHAS
Source:

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	380	30	20	10	440	20	25	20	0	65
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	275	45	135	4	459	0	0	0	0	0
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	385	185	125	40	735	10	30	45	55	140
Housing cost burden greater than 50% of income (and none of the above problems)	5,180	1,580	445	15	7,220	910	420	545	175	2,050
Housing cost burden greater than 30% of income (and none of the above problems)	835	1,490	1,170	685	4,180	300	300	340	355	1,295
Zero/negative Income (and none of the above problems)	720	0	0	0	720	150	0	0	0	150

Table 7 – Housing Problems Table

Data Source: 2016-2020 CHAS

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	6,220	1,840	730	70	8,860	945	475	610	235	2,265
Having none of four housing problems	2,330	1,980	2,945	1,860	9,115	545	695	1,425	1,200	3,865
Household has negative income, but none of the other housing problems	0	0	0	0	0	0	0	0	0	0

Table 8 – Housing Problems 2

Data Source: 2016-2020 CHAS

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	850	715	390	1,955	160	225	200	585
Large Related	85	30	0	115	0	4	110	114
Elderly	1,580	409	200	2,189	844	370	490	1,704
Other	4,345	2,145	1,040	7,530	215	125	109	449
Total need by income	6,860	3,299	1,630	11,789	1,219	724	909	2,852

Table 9 – Cost Burden > 30%

Data Source: 2016-2020 CHAS

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	0	0	305	305	160	150	0	310
Large Related	0	0	30	30	0	0	95	95
Elderly	1,045	124	70	1,239	580	200	270	1,050
Other	0	4,055	1,245	5,300	180	0	0	180
Total need by income	1,045	4,179	1,650	6,874	920	350	365	1,635

Table 10 – Cost Burden > 50%

Data Source: 2016-2020 CHAS

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	235	135	190	15	575	4	0	4	45	53
Multiple, unrelated family households	0	0	0	0	0	0	4	35	10	49
Other, non-family households	495	100	80	29	704	10	25	0	0	35
Total need by income	730	235	270	44	1,279	14	29	39	55	137
Households with Children Present										

Table 11 – Crowding Information – 1/2

Data Source: 2016-2020 CHAS

Describe the number and type of single person households in need of housing assistance.

The 2023 American Community Survey 1-Year Estimate counts 7,850 men living alone and 10,975 women living alone, or nearly 19,000 single person households in Berkeley. Nearly 7,000 of these households are people aged 65 and older. Compared to the average household (in Berkeley it is 2.5 people), a single-person household will likely pay a larger portion of their income on housing. This is not surprising given the high cost of housing in Berkeley and in the Bay Area generally. Many single person households in Berkeley are students, recent graduates, young professionals living alone, and senior homeowners. People with disabilities, people working in low-wage jobs, and lower-income seniors are included in the types of single person households in need of housing assistance.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

The City's current Housing Element 2023-2031 reports that there are 10,529 Berkeley residents with a disability, or about 9% of the population, and of those residents with disabilities, 4,290 are aged 65 years or greater. If residents with disabilities experience housing problems at the same rate as the rest of the population (24%) then 2,527 residents would benefit from some form of housing assistance. (https://berkeleyca.gov/sites/default/files/documents/Berkeley_2023-2031%20Housing%20Element_02-17-2023v2_0.pdf)

A history of domestic violence and partner abuse can contribute to homelessness. Victims of domestic violence have a greater risk of becoming homeless and experiencing poverty. According to research, this is likely tied to a high need for services, including housing and financial support, and the lack of commensurate housing and financial resources available. The lack of affordable housing in the City likely makes it difficult for victims of domestic violence to leave their violent homes, so it is plausible that they are more likely to move to an overcrowded unit or into a homeless shelter than those not experiencing domestic violence.

Over the last 5 years, the Berkeley Police Department has received an average of 105 domestic violence-related calls for service per year, ranging from 89 to 127 calls per year. It is not possible to determine from the statistics how many distinct households were involved but this figure gives some sense of scale of the need for related housing assistance. (<https://openjustice.doj.ca.gov/exploration/crime-statistics/domestic-violence-related-calls-assistance>)

What are the most common housing problems?

The largest portion of households in Berkeley with a housing problem (52% of renters with a housing problem and 55% of owners with a housing problem) are experiencing an affordability problem, paying more than 50% of their income for rent. Similarly, households paying more than 30% of their income is more common than other housing problems. Overcrowding and substandard units are far less common, according to Census data, particularly for homeowners.

Are any populations/household types more affected than others by these problems?

The household types most affected by housing affordability problems are "Other" renters, meaning not small or large related households, or seniors. This category includes single people living alone and non-

related groups living together, which in Berkeley likely includes student households as well as a variety of shared housing arrangements.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

Berkeley has many resources in place to prevent homelessness among low-income individuals and families with children, including a portfolio of subsidized affordable housing, a local Rent Control ordinance, a Housing Authority managing the Housing Choice Voucher program, Shelter Plus Care certificates, regulated, inclusionary Below Market Rate apartments and condominiums, and a local minimum wage ordinance. Berkeley also has a large population of college-aged students who individually have low incomes but are receiving family assistance which ensures housing stability. As a result, income statistics alone are not sufficient to assess risk of homelessness.

Low-income individuals and families with children who are currently housed but at imminent risk of residing in shelters or becoming unsheltered include:

- Households who were homeless in the past and have no family/friend support or resources to rely on;
- People earning lower wages who are very vulnerable to changes in work schedule and availability;
- Households with multiple wage earners which are vulnerable to changes in household composition;
- Students who do not have family resources or sufficient financial assistance to cover their housing needs;
- Seniors who can no longer afford the increased costs of rent, services, and goods or maintaining a home that was paid for during their working years;
- People who rely on disability income and do not have subsidized housing; and
- Others.

In Berkeley 40 people are receiving rapid rehousing assistance, some of which are nearing the end of their support. To continue supporting these participants, additional resources such as, intensive housing search assistance including but not limited to: assistance in applying for affordable housing lists; assistance with enrollment in Berkeley's longer term shallow subsidy program or other subsidized or permanent housing opportunities for which the client is eligible, advocacy on behalf of guests; identification of roommates for shared housing opportunities; and exploring relocation to other communities and/or reunification with family in accordance with client choice are provided. Additional assistance with linkages to employment and job-placement resources; linkages to/assistance with applications to cash and non-cash benefits (including, when necessary for housing stability, medical, CalFresh, and in-home supportive service benefits) may also be provided.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

The City has not developed an estimate of this population.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

Because the cost of living in Berkeley, and the cost of housing in particular, is high (as in the rest of the Bay Area), any lower-income household may face a risk of homelessness, particularly with changes in work, income, household, or housing status. The City has not identified other housing characteristics that are linked with instability or homelessness.

Discussion

A portion of the 8,790 households in Berkeley who are low income and one or more housing problems described in this section are at risk of becoming homeless. Due to the high cost of housing in the Bay Area, rent burdens and low incomes are the most common risk factor for homelessness.

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

By HUD’s standards, a disproportionately greater need exists when the members of racial or ethnic group at a given income level experience housing problems at a greater rate (10 percentage points or more) than the income level of the jurisdiction as a whole. The four housing problems are: 1) the lack of complete kitchen facilities, 2) the lack of complete plumbing facilities, 3) more than one person per room, and 4) a cost burden greater than 30 percent.

0%-30% of Area Median Income

Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	7,690	1,050	920
White	3,385	410	285
Black / African American	1,065	360	80
Asian	1,985	180	495
American Indian, Alaska Native	95	0	0
Pacific Islander	110	0	0
Hispanic	645	75	10

Table 12 - Disproportionally Greater Need 0 - 30% AMI

Data Source: 2016-2020 CHAS

*The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	4,080	835	0
White	2,230	390	0
Black / African American	655	190	0
Asian	695	115	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	370	90	0

Table 13 - Disproportionally Greater Need 30 - 50% AMI

Data Source: 2016-2020 CHAS

*The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,835	1,715	0
White	1,630	980	0
Black / African American	310	225	0
Asian	420	220	0
American Indian, Alaska Native	4	0	0
Pacific Islander	10	10	0
Hispanic	265	175	0

Table 14 - Disproportionally Greater Need 50 - 80% AMI

Data 2016-2020 CHAS

Source:

*The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,250	2,210	0
White	760	1,225	0
Black / African American	55	165	0
Asian	220	395	0
American Indian, Alaska Native	4	0	0
Pacific Islander	0	10	0
Hispanic	185	240	0

Table 151 - Disproportionally Greater Need 80 - 100% AMI

Data 2016-2020 CHAS

Source:

*The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Discussion

By HUD's standard, American Indian and Pacific Islanders in the zero to 30% of Area Median Income range have disproportionately greater needs (100%) compared to households citywide (80%) than other racial or ethnic groups. The rate is similar for White (83%) and Hispanic households (88%), and lower for Asian households (75%), and lower for Black/African American households (71%). It is likely that college aged students are more represented in the White, Hispanic, and Asian households than the Black/African American households. Numbers of White and Hispanic undergraduate students enrolled in

2024 outnumber Black/African American students three to one, and Asian students outnumber Black/African American students nine to one. (<https://opa.berkeley.edu/campus-data/uc-berkeley-quick-facts>)

By HUD's standard, no racial or ethnic group of residents with incomes from 30 to 50% of Area Median Income have disproportionate housing needs. Of all residents in this income category, 83% have one or more housing problems, ranging from 78% of Black/African American residents and 86% of Asian households. The number of American Indian, Alaska Native and Pacific Islander households in this income range is estimated at zero so no needs are estimated.

In the 50 to 80% of Area Median Income range, American Indians and Alaska Natives again have a disproportionately higher need, at 100%. There is a very small number of households in this group (four). Citywide, the rate is 62%, ranging from 58% for Black/ African American households to 66% for Asian households.

In the 80 to 100% of Area Median Income category, American Indian and Alaska Natives are again estimated to have disproportionately greater needs with 100% of households having one or more housing problems, based on a small number of households (4). Citywide, 36% of households in this income category are estimated to have one or more housing problem, ranging from Black/African American households at 25% to Hispanic households at 44%.

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

The following tables display the severe housing problems that exist in the City of Berkeley by race and ethnic group. An analysis of the impacts and needs are described in the discussion section.

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	6,905	1,835	920
White	3,030	760	285
Black / African American	865	560	80
Asian	1,900	265	495
American Indian, Alaska Native	55	40	0
Pacific Islander	110	0	0
Hispanic	600	120	10

Table 16 – Severe Housing Problems 0 - 30% AMI

Data 2016-2020 CHAS

Source:

*The four severe housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,665	2,245	0
White	1,415	1,205	0
Black / African American	335	515	0
Asian	520	280	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	280	175	0

Table 172 – Severe Housing Problems 30 - 50% AMI

Data 2016-2020 CHAS

Source:

*The four severe housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,290	3,255	0
White	855	1,755	0
Black / African American	190	350	0
Asian	175	465	0
American Indian, Alaska Native	4	0	0
Pacific Islander	0	20	0
Hispanic	34	400	0

Table 18 – Severe Housing Problems 50 - 80% AMI

Data 2016-2020 CHAS
Source:

*The four severe housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	365	3,095	0
White	190	1,790	0
Black / African American	15	205	0
Asian	65	550	0
American Indian, Alaska Native	0	4	0
Pacific Islander	0	10	0
Hispanic	90	325	0

Table 19 – Severe Housing Problems 80 - 100% AMI

Data 2016-2020 CHAS
Source:

*The four severe housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

Discussion

Of the households with incomes between zero and 30% of Area Median Income, the overall rate of severe housing problems was 71%. Both Hispanic (82%) and Pacific Islander (100%) households are experiencing disproportionate rates of severe housing problems.

In the 30% to 50% of Area Median Income range, just over half (54%) of households are experiencing severe housing problems. Asian households are disproportionately impacted, with 65% of households in this income range reporting severe housing problems. Note that the number of Pacific Islander and American Indian, Alaska Native households in this income range is estimated at zero, so no severe housing problem data is available.

In the 50% to 80% of Area Median Income range, more than a quarter (28%) of households are experiencing severe housing problems. American Indian, Alaska Native households in this income range have a disproportionately greater need, with 100% experiencing one or more severe housing problems.

In the 80% to 100% of Area Median Income range, the citywide rate of severe housing problems is 11%. Hispanic households are experiencing disproportionately greater needs, with 22% having a severe housing problem.

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

The following table displays cost burden information for the jurisdiction and each racial and ethnic group, including no cost burden (less than or equal to 30 percent), cost burden (greater than 30 to 50 percent), severe cost burden (more than 50 percent), and no/negative income.

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	26,030	7,760	10,690	1,035
White	17,915	4,870	5,415	320
Black / African American	1,875	785	1,345	80
Asian	3,350	950	2,470	570
American Indian, Alaska Native	14	45	50	4
Pacific Islander	50	10	110	0
Hispanic	1,785	720	870	20

Table 20 – Greater Need: Housing Cost Burdens AMI

Data Source: 2016-2020 CHAS

Discussion:

The following table converts the numbers above into percentages of people in each demographic category by income range in order to evaluate disproportionately greater needs

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	57%	17%	23%	2%
White	63%	17%	19%	1%
Black / African American	46%	19%	33%	2%
Asian	46%	13%	34%	8%
American Indian, Alaska Native	12%	40%	44%	4%
Pacific Islander	29%	6%	65%	0%
Hispanic	53%	21%	26%	1%

Table 21 – Housing Cost Burden

No racial/ethnic group is overrepresented among people paying below 30% of their income for housing, using HUD's standard. American Indian, Alaska Natives are over-represented in the households paying 30 to 50% category (40% compared to 17% of the city as a whole). Among people paying more than 50% of their income toward housing costs (23% of the City as a whole), Black/African American (33%), Asian (34%), American Indian, Alaska Natives (44%), and Pacific Islanders (65%) are overrepresented. No group is overrepresented among those households with no or negative income.

NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

Based on the data above, households with incomes below 30% of Area Median income have the highest frequency of housing problems. This is not surprising given that paying too much for housing is one of the problems, and Berkeley has high housing costs. Both Hispanic and Pacific Islander households were overrepresented in this group. American Indian, Alaska Native, and Pacific Islanders are overrepresented in many categories.

If they have needs not identified above, what are those needs?

Housing costs that exceed an affordable level are the most common challenge. Individual households are likely to have needs related to housing quality.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

American Indian tribes in the broader region include Chochenyo, Lisjan, Karkin, Yelamu Ramaytush, Yokuts, and Muwekma. Other American Indian groups in the region include the Graton Rancheria community (Coast Miwok and Southern Pomo), Kashaya, Patwin, Mishewal Wappo, Bay Miwok, and Tamien. In Berkeley, no specific areas and neighborhoods of American Indian and Alaska Natives have been identified.

According to an analysis published by Berkeleyside in 2022, Hispanic households in Berkeley are concentrated in two places: (1) south of downtown, probably reflecting many students, and (2) in West Berkeley. The same analysis shows that Black/African American Berkeley residents are located almost exclusively in South and West Berkeley. (<https://www.berkeleyside.org/2022/07/17/berkeley-population-demographics-housing-census-2020-maps>).



NA-35 Public Housing – 91.205(b)

Introduction

The following tables display the public housing units and characteristics of residents. An analysis of the needs is described in the sections below.

Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	90	52	1,704	132	1,572	0	0	0

Table 22 - Public Housing by Program Type

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

Characteristics of Residents

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program	
Average Annual Income	0	9,540	21,074	14,257	13,646	14,308	0	0	
Average length of stay	0	6	10	8	2	8	0	0	
Average Household size	0	1	3	1	1	1	0	0	
# Homeless at admission	0	0	0	3	0	3	0	0	
# of Elderly Program Participants (>62)	0	17	6	541	90	451	0	0	
# of Disabled Families	0	51	14	567	25	542	0	0	

Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project-based	Tenant-based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
# of Families requesting accessibility features	0	90	52	1,704	132	1,572	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Race of Residents

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	35	6	426	49	377	0	0	0
Black/African American	0	50	45	1,179	67	1,112	0	0	0
Asian	0	2	1	71	15	56	0	0	0
American Indian/Alaska Native	0	2	0	14	1	13	0	0	0
Pacific Islander	0	1	0	14	0	14	0	0	0
Other	0	0	0	0	0	0	0	0	0

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 243 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Ethnicity of Residents

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	6	2	92	8	84	0	0	0
Not Hispanic	0	84	50	1,612	124	1,488	0	0	0

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 25 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

There are about 980 active households in our Section 8 program with disability. These are families who have either a head of household or family member with a disability. Moreover, 25.5% (510 households) of the 2,000 applicants on the current waiting list require ADA units. In addition, some of the families require standard ADA features, such as an extra bedroom for a live-in-aid and/or medical equipment.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

Physical re-location assistance for the disabled and elderly clients is needed including helping them find suitable units. Most families moving into Section 8 units need financial assistance for security deposits as well as acquiring household furniture to settle into their new unit. Since most participants do not own their own vehicle, more housing is needed in areas where there is public transit and shopping centers to purchase basic necessities (like groceries and household goods) is not in close proximity.

How do these needs compare to the housing needs of the population at large

The needs of voucher holders are relatively similar to those of other low-income renters in Berkeley. As the housing market data in this Plan indicates, the high cost of housing in Berkeley is the most common housing problem experienced locally. It is not surprising that households who struggle to afford rent also need financial assistance for security deposits and home furnishings, and also that they may need to sacrifice location convenience for affordable rent.

Discussion

Housing Choice vouchers are an important tool for creating affordable housing opportunities in Berkeley. More vouchers as well as more financial and housing search assistance for voucher holders are current community needs.

NA-40 Homeless Needs Assessment – 91.205(c)

Introduction:

In Spring 2024, Zoe Klingmann, a graduate student, prepared a comprehensive report on homelessness entitled “*Gap Analysis of Berkeley’s Homelessness System of Care*” for the City Manager’s Office. Most of the information in this section comes from the report. Klingmann found that:

“About a thousand Berkeley residents experience homelessness on a given night. Most of those Berkeleyans—about 75 percent—are unsheltered, meaning that they sleep in a tent, vehicle, or on the street rather than in a shelter or interim housing.

Homelessness is a regional problem with roots beyond Berkeley’s borders, driven by a shortage of affordable housing. Before the COVID-19 pandemic, 17% of households in the Bay Area had extremely low incomes, making an average of \$17,800 per year. More than half of these households were at high risk of losing their housing. Rising housing costs and pandemic-related instability have put further pressures on this population. As of 2022, more than 38,000 people in the nine-county Bay Area were homeless on a given night, a nine percent increase since 2019.

That said, Berkeley’s level of homelessness is disproportionate among its neighbors. Berkeley residents make up about seven percent of Alameda County’s population, but were 11 percent of unsheltered people on a given night in 2022.

Unsheltered people are vulnerable to a wide range of harms. They have high rates of chronic health conditions and reduced opportunities to obtain health care. The challenges of living on the street can cause or exacerbate physical and mental health conditions and substance abuse disorders. They are also highly vulnerable to crime: more than a third of homeless people surveyed in California said that they had been physically victimized while homeless. Between 2018 and 2020, at least 809 people in Alameda County died while experiencing homelessness.

Unsheltered homelessness also has an impact on the community where it occurs. Some people experiencing homelessness use public services at high rates—for instance, 38% of homeless people in California reported that they had made an emergency room visit that did not result in hospitalization in the last six months. A study in Santa Clara County found that the public cost of medical care and justice system involvement for homeless people was \$520 million, with just five percent of the homeless population accounting for 47% of these costs. Additionally, surveys of Bay Area residents regularly find that unsheltered homelessness impacts their perceptions and feelings of safety in their community.”

Link to report: <https://berkeleyca.gov/sites/default/files/documents/2024-07-09%20Item%2016%20Referral%20Response%20%20Gap%20Analysis%20of%20Berkeley%E2%80%99s%20Homelessness.pdf>

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

From, Klingmann’s report, over 2,000 people in Berkeley obtained services while homeless during 2023. Using HMIS data, estimated that about 2,300 people experienced literal homelessness in Berkeley during calendar year 2023. This number represents the unduplicated count of people who obtained services located in Berkeley, excluding those enrolled in permanent housing for the entire year and those who did not report that they are homeless. This indicates that about two percent of the City’s population experiences some form of literal homelessness over the course of the year.

The detailed data from the County’s most recent, 2024 homeless count is not yet available, but preliminary data shows a 20% decrease in the total number of people who are unhoused to 844 people. The total number obscures a large increase (57%) in the number of people in shelters (to 399) combined with a large decrease (45%) in the number of people who are unsheltered (445).

The count found that the majority of unhoused people Countywide (8,751 people) are individuals (not in a family group). Historically, the vast majority of people homeless in Berkeley have been single adults. The Countywide total includes 44% who meet the definition of chronic homelessness (or 3,382 people Countywide). The 2024 Countywide Point in Time Count also found 699 people in families who were homeless, of which 593 (84%) were sheltered. (<https://everyonehome.org/main/continuum-of-care/point-in-time-count-2024/>)

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

The most recent Berkeley-specific data about the unhoused population is *Everyone Home’s Alameda Countywide Point in Time Count 2022*. That count found a total of 96 households containing at least one adult and one child at a single point in time. Of these 13 were sheltered and 83 unsheltered households. Of these, six were Veteran households, all unsheltered.

(<https://public.tableau.com/app/profile/asr1451/viz/TableauAlamedaCounty-HDXandSurveyData/CityHDX>)

“Berkeley residents have to wait to access permanent housing programs. Berkeley residents experiencing homelessness access permanent housing through the Coordinated Entry queue. Coordinated Entry matches individuals to openings in permanent housing programs based on their level of need and program fit, essentially triaging access to a limited resource. Since mid-2022, people in the north Alameda County area spent an average of 280 days, or more than nine months, on the housing queue before receiving a referral to permanent housing.

Berkeley has a growing inventory of permanent supportive housing (PSH). Berkeley had 592 beds of permanent supportive housing (PSH) in early 2023. These units are intended for formerly homeless people with high needs: they require disability for entry and provide ongoing wrap-around services in addition to a subsidized unit. About ten percent of the PSH units in Berkeley are dedicated to families with children.” (Klingmann, page 11)

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

According to the Klingmann study, Black/African American and American Indian residents disproportionately experience homelessness. In 2023, Black/African American residents were the majority of the people who obtained homelessness services, but only make up eight percent of all

residents. In addition, American Indian residents are also more likely to have lower income and high rent which could lead to homelessness.

In 2022, the Everyone Home Point in Time Count found the following:

	Number of Unhoused Individuals	% of Unhoused Population
White	463	44%
Black or African American	444	42%
American Indian or Alaska Native	49	5%
Multiracial	36	3%
Native Hawaiian and other Pacific Islander	34	3%
Asian	30	3%
	1,056	100%

Source: <https://public.tableau.com/app/profile/asr1451/viz/TableauAlamedaCounty-HDXandSurveyData/CityHDX>

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

The detailed data from the County’s most recent, 2024 homeless count is not yet available, but preliminary data shows a 20% decrease in the total number of people who are unhoused to 844 people. The total number obscures a large increase (57%) in the number of people in shelters (to 399) combined with a large decrease (45%) in the number of people who are unsheltered (445).

[\(https://everyonehome.org/main/continuum-of-care/point-in-time-count-2024/\)](https://everyonehome.org/main/continuum-of-care/point-in-time-count-2024/)

More detailed data is available from the 2022 Point in Time Count. It found that most unsheltered, unhoused people in Berkeley were living in tents (53%), followed by cars and vans (25%), the street/outdoors (14%), and RVs (9%). It also found that most sheltered, unhoused people were living in shelters (93%), followed by transitional housing (6%) and Safe Haven (2%).

<https://everyonehome.org/wp-content/uploads/2022/05/Berkeley-PIT-2022-Infographic-Report.pdf>

Since 2021, Berkeley has more than tripled the number of shelter beds in non-congregate settings, where residents sleep in a private space rather than a dorm-style shelter. These new facilities have higher utilization rates and have successfully sheltered people who have been outside for years. The city now has nearly 100 additional beds of permanent supportive housing, which serves vulnerable people who need support to stay housed. (Klingmann, page 3)

Discussion:

The study that Zoe Klingmann conducted for the City Manager’s office in Spring 2024 reached the following conclusions regarding gaps in the City’s continuum of care for the unhoused:

“Berkeley will need more funding to keep up momentum. Berkeley has made strides in expanding services in recent years, but the resources the City has available now are not enough to reduce unsheltered homelessness. System modeling suggests that a 75% reduction in street homelessness will require an additional \$300 million over five years, largely for new affordable housing. More urgently,

Berkeley faces a fiscal cliff in the coming years due to the volatility of local funding sources, state budget woes, and the end of pandemic-era programs.

Inflows to and outflows from homelessness add up to increasing need for services. The number of people utilizing homelessness services in Berkeley increased 11% between 2022 and 2023. This increase comes down to a math problem: more people are entering or returning to homelessness than are exiting to housing.

Berkeley has made progress in increasing its supply of permanent supportive housing (PSH) and non-congregate interim housing. Since 2021, Berkeley has more than tripled the number of shelter beds in non-congregate settings, where residents sleep in a private space rather than a dorm-style shelter. These new facilities have higher utilization rates and have successfully sheltered people who have been outside for years. The city now has nearly one hundred additional beds of permanent supportive housing, which serves vulnerable people who need support to stay housed.

People are still stuck in a bottleneck. Despite increases in supply, people eligible for permanent supportive housing still wait a long time for housing. More than 95 percent of people waiting on the housing queue have some form of disability.

Targeted prevention is key to reducing the number of people experiencing homelessness. Berkeley's current housing retention programs have been successful at preventing evictions, but are not targeted to the people most likely to become homeless, many of whom do not have a formal lease. System modeling suggests that Berkeley will need to more than double the number of households served by targeted prevention in order to achieve a 75 reduction in unsheltered homelessness."

The report also made the following recommendations:

"In order to effectively reduce unsheltered homelessness, Berkeley should look for opportunities to increase funding for homelessness services and affordable housing. The City should prioritize the following specific investments: accelerating the transition to non-congregate shelter, funding permanent supportive housing, and investing in targeted homelessness prevention.

In addition, the City should consider doing additional research into rapid rehousing and the needs of people with lower levels of acuity."

NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)

Introduction:

The special needs population consists of people who are not homeless but requires supportive housing and services for various reasons. This population includes (but is not limited to) people with mental, physical, and/or developmental disabilities; the elderly and frail elderly; people with alcohol or other drug addiction; people with HIV/AIDS and their families; victims of domestic violence, dating violence, sexual assault, and stalking; and transitional age youth.

Describe the characteristics of special needs populations in your community:

Persons with Mental, Physical, and/or Development Disabilities

People with disabilities often have unique housing requirements due to the need for ADA related accommodations, frequently fixed low incomes, and higher health care costs and cost ratio to income associated with a disability. According to the 2023 ACS population estimate, about 11% of the total Berkeley population had one or more disabilities, the same as Alameda County as a whole, and up from nine percent in 2018 (Table S1810). This is equivalent to 12,569 people. The ACS identifies disability as having difficulty with one or more of four basic areas of functioning—hearing, vision, cognition, and ambulation—and/or difficulty performing everyday tasks such as, bathing, dressing and/or running errands.

Elderly and Frail Elderly

The 2023 ACS data reports that 17 percent of Berkeley’s population is over 65 (up from 14% in 2020) (Table S0101), and that 14,836 households, or 30% of all households, have one or more people aged 65 and up (Table DP02). One of the main housing issues facing seniors is housing cost. Seniors often have fixed incomes so they have difficulty with increased rental and utility costs or housing maintenance costs. In 2023, 667 men and 954 women ages 65 or older had an income below the federal poverty level (Table B17001).

Berkeley adopted a plan related to aging seniors and updated it in 2022. The *City of Berkeley Age-Friendly Action Plan* was finalized in 2018 through a collaborative public-private partnership that includes representatives from City of Berkeley Aging Services Division, Ashby Village, Center for Independent Living, and Lifelong Medical partner agencies. The Age-Friendly Berkeley plan identified housing as a specific area of importance with three of the top 10 concerns for Berkeley adults 60 years of age and older being 1) affordable housing, 2) being able to maintain their home, and 3) being able to stay in their home. The 2022 update identified the following priority actions:

Develop a continuum of affordable housing options for older adults to age in their community regardless of their health or financial status.

Entry Opportunities:

- Include targets for the older adult population in the City Housing Element.
- Address the need for affordable, ADA suitable housing at all levels of need; expand eligibility criteria for subsidized services to raise entry levels to moderate income individuals.
- Expand entry opportunities to supportive housing for vulnerable populations.

Information:

- Provide an online resource and educational workshops at Senior Centers about renters' rights and strategies to qualify for entry to both market and below market rate housing.
- Offer workshops and education on financial planning and elder fraud abuse.
- Assess and map housing options for the public via written materials and the internet.
- Provide broader communication of assistance with local taxes for low income residents.

Infrastructure and Policy:

- Develop a program for housing cost relief for moderate income seniors who do not qualify for income restricted housing.
- Incorporate mixed zoning in all neighborhoods, increasing walkability and proximity to services and commercial areas.
- Pursue affordable settings for out-of-home assisted living (e.g., CCRC and alternatives).
- Enable increased development of accessory dwelling units (ADU) by streamlining the construction approval process.

Persons with Alcohol or Other Drug Addictions

Comprehensive local data on the number of people with alcohol and other drug addiction is not available. In the results of the [2022 National Survey on Drug Use and Health \(NSDUH\)](#), the U.S. Department of Health and Human Services (HHS) Substance Abuse and Mental Health Services Administration (SAMHSA) found that 48.7 million people aged 12 or older (or 17.3%) had a substance use disorder (SUD) in the past year, including 29.5 million who had an alcohol use disorder (AUD), 27.2 million who had a drug use disorder (DUD), and 8.0 million people who had both an AUD and a DUD. If this statistic is accurate for Berkeley, approximately 13,797 people ages 12 and older (based on 2023 ACS population data) in Berkeley have a substance use disorder.

Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking

Over the last 5 years, the Berkeley Police Department has received an average of 105 domestic violence-related calls for service per year, ranging from 89 to 127 calls per year. It is not possible to determine from the statistics how many distinct households were involved but this figure gives some sense of scale of the need for related housing assistance. (<https://openjustice.doj.ca.gov/exploration/crime-statistics/domestic-violence-related-calls-assistance>)

The 2022 Point in Time Homeless Count shows that 78 of the 1,057 unhoused people in Berkeley were adult survivors of domestic violence, equal to seven percent.

(<https://public.tableau.com/app/profile/asr1451/viz/TableauAlamedaCounty-HDXandSurveyData/CityHDX>)

What are the housing and supportive service needs of these populations and how are these needs determined?

The primary need for Non-Homeless Special Needs populations is for housing that is subsidized deeply enough to be affordable at extremely low-income levels. Many seniors and people with disabilities have some form of income from the Social Services Administration, which, as described in the Housing

Market Analysis, is simply not sufficient to pay for market-rate or much of the affordable housing in Berkeley. Despite Social Security Income increasing 2.5% in January 2025 (<https://www.ssa.gov/oact/cola/SSI.html>), the cost-of-living adjustments are not enough to match Bay Area housing prices region. According to the Bureau of Labor Statistics (<https://data.bls.gov/pdq/SurveyOutputServlet>) the consumer price index for the San Francisco-Oakland-Hayward area increased by 15% from 2019 to 2023.

Even those who do not require supportive housing (meaning affordable housing with connected supportive services) need affordable housing. Other needs include:

- Home rehabilitation for health and safety needs and ADA improvements;
- Supportive services that include enough flexibility in type, intensity, and duration to support people to stay stably housed;
- Services that help people who are eligible to gain entry to programs such as SSI and Medi-Cal, to increase their housing and service options; and
- Education and employment programs which help people increase their income.

These needs are evidenced by applications for funding from local non-profit agencies providing services to the special needs populations listed above.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

The Alameda County Public Health Department’s most recent report on the prevalence of HIV and AIDS in the region was published in March 2023 and covers the period 2019- 2021. It states that there were 6,212 people living with HIV/AIDS in Alameda County in 2021. In 2020, 68% had viral suppression, meaning the amount of virus in their blood was at a low level, helping them stay healthy. Of people newly diagnosed with HIV/AIDS in the County, the majority were male (85%) and men who have sex with men (73%). The highest rate of transmission was in people aged 30 to 39. Of newly diagnosed people, 34% were Black or African American, 33% were Hispanic and 19% were white. The Census tracts with the greatest prevalence of people living with HIV/AIDS in the County were *not* in Berkeley, although some people are.

If the PJ will establish a preference for a HOME TBRA activity for persons with a specific category of disabilities (e.g., persons with HIV/AIDS or chronic mental illness), describe their unmet need for housing and services needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2) (ii))

Not applicable

Discussion:

Alameda County Housing and Community Development administers the allocation of Housing Opportunities for Persons with AIDS (HOPWA) funds on behalf of the City of Oakland for the metropolitan area which includes Berkeley. Over the years, Berkeley has provided Housing Trust Fund funding to projects which include HOPWA units targeted to people living with HIV/AIDS, including the University Neighborhood Apartments, Oxford Plaza, UA Homes, and Grayson Street Apartments projects.

NA-50 Non-Housing Community Development Needs – 91.215 (f)

Describe the jurisdiction’s need for Public Facilities:

The City of Berkeley’s General Plan adopted several policies and actions which addressed the City’s need for public facilities. Some of these policies and actions include the following:

- Ensure neighborhoods are well served by community services and facilities such as parks, schools, child-care facilities, and religious institutions.
- Establish a network of community centers including school sites, neighborhood resource centers, and City facilities that offer community services such as childcare, health care, and recreational programs.
- Create new open space and recreational resources throughout Berkeley and preserve, maintain, and repair the City’s existing open space and recreational resources and facilities.
- Provide properly staffed and equipped fire stations and engine companies.

How were these needs determined?

The City’s General Plan was developed through many community meetings, public workshops, and the efforts of City Council, Planning Commission, and City staff. These public facilities are critical infrastructure for the delivery of public services, and emergency shelter, and are therefore a high priority.

Describe the jurisdiction’s need for Public Improvements:

The City’s need for public improvements is described in the City’s *2023 – 2027 Capital Improvement Program, Building a Better Berkeley: Smart Investment in Action*, available online at https://berkeleyca.gov/sites/default/files/documents/FY-23-27-Capital-Improvement-Program_0.pdf. Capital improvements include streets, transportation, storm drains, sidewalks, sanitary sewer, parks and marina, information technology, City facilities, equipment, fleet and other infrastructure. According to this plan, “Most of Berkeley’s streets, sidewalks, sewers, parks, playgrounds and public buildings were built over 75 years ago and need repair. However, local revenues have not kept pace with the investments needed to maintain or update aging infrastructure or promote sustainability and housing affordability. This under investment has led to more than \$1.65 billion in deferred maintenance costs alone.”

How were these needs determined?

These needs were determined by the City Manager and staff and discussed and adopted by City Council during the budget process.

Describe the jurisdiction’s need for Public Services:

The City has historically funded a wide variety of public services for Berkeley’s population. Supporting public services will continue to be a high priority for the City. These services could include, but are not limited to, the following:

- Homeless services
- Senior services
- Disabled services

- Legal/advocacy services
- Youth services
- Transportation services
- Substance abuse services
- Services for battered/abused spouses
- Employment training
- Childcare services
- Health services
- Mental health services
- Fair housing related services

How were these needs determined?

The City has historically funded a wide array of public services based on identified community need and input. Most public services are funded with local sources, including General Fund, rather than federal funds. For public services funded with local sources, the needs are determined by the same process outlined above for public improvements. For public services funded with federal funding, the needs are determined by public hearings, commission review, consultation with local non-profit agencies providing the services, and surveys.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

The purpose of the Market Analysis is to provide a clear picture of the environment in which the City will administer its CDBG, HOME, and ESG programs over the course of this Consolidated Plan. In conjunction with the Needs Assessment, this chapter will provide the basis for the Strategic Plan and the programs and projects to be administered. Most of the data tables in this section are populated with default data developed by the Census Bureau for HUD based on 2016-2020 American Community Survey (ACS).

Other sources are noted throughout the Plan. The Market Analysis includes the following sections:

- Number of Housing Units
- Cost of Housing
- Condition of Housing
- Public and Assisted Housing
- Homeless Facilities and Services
- Special Needs Facilities and Services
- Barriers to Affordable Housing
- Non-Housing Community Development Assets
- Needs and Market Analysis Discussion

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

Most of Berkeley’s buildings were constructed between 1875 and 1940. Densities are greatest in the areas close to college campus and Downtown, where there are multi-unit apartment buildings and large single-family homes converted to rooming houses or apartments. Density can also be found along the main arterials of the city in both older and new apartment buildings. Much of the city is characterized by small lots with one to four units.

According to the 2016-2020 American Community Survey (ACS) data below, there are 50,045 housing units in Berkeley. Single family homes, in both detached and attached structures, comprise 45% of the City’s housing units. Multi-unit structures of two to four units make up 21% of total housing units, while structures with five to 19 units comprise 18%, and structures of 20 or more make up 16%.

Between 2015 and 2022, Berkeley approved 4,631 new units of housing. The 828 homes completed in 2022 more than doubled the 295 units finished in 2021.

(<https://www.berkeleyside.org/2023/07/25/berkeley-housing-boom-construction>) In addition, while not subject to City approvals, the University of California in 2024 opened a 772-bed dormitory for transfer students and started construction on another 1,100 bed housing complex for students.

(<https://www.berkeleyside.org/2024/08/02/helen-diller-anchor-house-opening-uc-berkeley>) Increased student housing offerings are likely to ease competition for other housing in Berkeley, although it remains to be seen whether the impact is noticeable.

Consistent with state law, the City has passed multiple changes to streamline the permitting of Accessory Dwelling Units. In 2023, the City entitled and permitted 95 ADUs, and 91 were completed. (Housing Element and General Plan Annual Progress Reports report to Council, March 27, 2024).

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	20,430	41%
1-unit, attached structure	2,005	4%
2-4 units	10,285	21%
5-19 units	8,915	18%
20 or more units	8,255	16%
Mobile Home, boat, RV, van, etc.	155	0%
Total	50,045	100%

Table 26 – Residential Properties by Unit Number

Data Source: 2016-2020 ACS

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	110	1%	3,720	14%

	Owners		Renters	
	Number	%	Number	%
1 bedroom	1,200	6%	9,405	36%
2 bedrooms	5,330	27%	9,110	35%
3 or more bedrooms	13,035	66%	3,975	15%
Total	19,675	100%	26,210	100%

Table 27 – Unit Size by Tenure

Data Source: 2016-2020 ACS

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

Under the City of Berkeley’s Housing Trust Fund (HTF), the City of Berkeley has assisted the development of 56 properties consisting of 1,690 total rental units, including 1,513 affordable units and 68 homeownership units. Of the 1,690 rental housing units, 83% of the units serve extremely low- and low-income families and individuals; 28% are designated specifically for extremely low and low-income seniors; and 16% serve a targeted special needs population, including formerly homeless, people with physical and/or development disabilities, people with AIDS and Transition-Aged Youth.

Since the inception of the HTF in 1990, the City has invested a variety of funds, including the City’s allocation of federal HOME and CDBG funds, former redevelopment funds, City general funds, local bond measure revenue and other local sources of funding. The City’s investment has enabled local nonprofit project sponsors to leverage other financing, including state and federal low-income housing tax credits, many types of state funds, and in a few projects, federal New Markets Tax Credits. The majority of the City-assisted housing projects is 100% affordable and meets the deepest affordability levels per the City’s Housing Trust Fund guidelines. Under the City’s guidelines, project sponsors are required to set aside at least 60% of all the units for extremely low and very low-income households, including a 20% set-aside for families and individuals who are extremely low-income. Berkeley has made significant strides in expanding local funds to address the needs of displaced residents and the region’s increasingly unaffordable housing prices.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

A total of three projects (92 units) are at-risk for potential conversion to market rate units between 2025 and 2030. All three of these properties are owned and operated by nonprofit organizations and the City has no indication that the owners intend to convert the units to market rate; therefore, the risk of conversion to market-rate units is low.

All three of the at-risk projects are reliant on project-based subsidies from the U.S. Department of Housing and Urban Development (HUD) that are currently renewable on an annual basis and do not have other known restrictions recorded on the property which would prevent conversion to market rate. These vouchers allow the project owner to collect HUD’s Fair Market Rent, restrict occupancy to lower income residents, and assure that the resident will only be responsible for that portion of rent equal to 30% of their income. Because these vouchers are contingent on annual appropriations from the

federal government, the vouchers must be renewed annually; therefore, the units are constantly “at risk” from possible changes in federal policy and funding priorities.

Additionally, all three properties are beyond their original affordability expiration date and the owners could decide not to renew their subsidy in any given year. However, over time, data and experience have shown that many owners continue to renew their contracts beyond the original expiration date, providing evidence that the link between affordability expiration date and conversion is not inevitable. This is particularly true for projects owned by mission-based housing nonprofit organizations.

Name and Address	Number of Units	Owner
Bonita Grove 1910-1912 Hearst St.	2	Bonita House Inc.
Lawrence Moore Manor 1909 Cedar St.	46	Satellite Affordable Housing Associates
Stuart Pratt Manor 2020 Durant Ave	44	Satellite Affordable Housing Associates
Total	92	

Table 28 – Affordable Housing Locations

Does the availability of housing units meet the needs of the population?

Despite the City’s commitment to investing in affordable housing, and the many projects and programs that the City has supported, there is not enough affordable housing to meet the needs of the population in Berkeley, throughout the Bay Area and in coastal California. In the November 2018 Measure O ballot language, the City set a goal of achieving ten percent reserved affordable housing by 2030. The combined funds of Measures U1, O, and the existing Housing Trust Fund seek to meet this new goal by leveraging county, state, and federal funds. The Bay Area, including Berkeley, has some of the highest housing costs in the country.

Real estate website Zillow.com, using data from November 22, 2024, estimates the median rental price for all types of housing in Berkeley to be \$2,600 per month, 28% higher than a national media of \$2,025, with 676 rentals currently available. Berkeley’s median is similar to neighboring Emeryville (\$2,500) and Albany (\$2,900). (<https://www.zillow.com/rental-manager/market-trends/berkeley-ca/>). Zillow also estimated the median sales price for a home in Berkeley at \$1,387,085, virtually the same (-0.4%) as the year before, and down from a peak of \$1,566,946 in May 2022. These prices do not reflect a market that includes homes within reach for most households working minimum wage jobs or extremely low-, very low-, and low-income households. Part of the challenge contributing to the high cost and housing demand is that the regional housing supply has not grown to meet the regional job economy, despite pandemic related economic slowdown.

In addition to the ongoing needs for housing for extremely low, very low, and low-income households, there is evidence that housing is becoming unaffordable for even households above low-income levels. As one example of the local affordability issues, it is very difficult to find housing units for rent at HUD's Fair Market Rents (FMR) in Berkeley, impacting the City's Shelter Plus Care program and the Berkeley Housing Authority's (BHA) Housing Choice Voucher and Special Purpose Voucher programs. BHA reports a 61 percent success rate in leasing up in FY2024. This means that only 61 percent of vouchers issued in the past 12 months were able to find a unit in Berkeley. The City has also heard from the BHA and social services providers that there are not enough ADA units which are affordable, even for Housing Choice Voucher holders.

Describe the need for specific types of housing:

The American Community Survey data summarized in this plan shows that households at all income levels are rent burdened in Berkeley. The portion of rent burdened households increases as household income decreases. Therefore, housing affordable to households at a variety of income ranges is needed. Based on anecdotal data, it appears that finding ADA units is also challenging, and that more ADA units are needed.

Discussion

Affordable housing units of all types are needed to meet local housing needs.

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction

The following tables display the cost of housing and affordability in the City of Berkeley. An analysis of the impacts of the cost of housing are described in the subsequent sections.

Cost of Housing

	Base Year: 2009	Most Recent Year: 2020	% Change
Median Home Value	741,900	1,059,500	43%
Median Contract Rent	1,303	1,689	30%

Table 29 – Cost of Housing

Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	1,860	7.1%
\$500-999	3,545	13.5%
\$1,000-1,499	5,705	21.8%
\$1,500-1,999	5,930	22.6%
\$2,000 or more	9,160	35.0%
Total	26,200	100.0%

Table 30 - Rent Paid

Data Source: 2016-2020 ACS

Housing Affordability

Number of Units affordable to Households earning	Renter	Owner
30% HAMFI	2,030	No Data
50% HAMFI	5,325	240
80% HAMFI	11,710	445
100% HAMFI	No Data	678
Total	19,065	1,363

Table 31 – Housing Affordability

Data Source: 2016-2020 CHAS

Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	1,658	1,969	2,405	3,144	3,706
High HOME Rent	1,390	1,491	1,791	2,060	2,279
Low HOME Rent	1,085	1,162	1,395	1,611	1,797

Table 32 – Monthly Rent

Data Source: HUD FMR and HOME Rents

Is there sufficient housing for households at all income levels?

There is not sufficient housing for households at all income levels, evidenced by Berkeley being situated within the metro area with the nation’s highest rents and home prices combined with a historically low vacancy rate.

How is affordability of housing likely to change considering changes to home values and/or rents?

Although the pandemic-related economic slowdown and rising interest rates have cooled off housing costs that were previously rising rapidly, the Bay Area in general and Berkeley in particular remain among the least affordable areas in the country. Demand for housing in Berkeley is driven by the continued growth of the University of California – Berkeley and the continued increase in employment opportunities in the region combined with a constrained housing supply. Housing development historically lagged job growth in the region, and remains constrained due to the availability of land, rising interest rates, and local concerns about overdevelopment. Because of these factors, it is likely that affordability will remain a concern in Berkeley.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

The median contract rent reported in the 2016 - 2020 American Community Survey data above (the most recent) was \$1,689. However, this figure does not reflect the true cost for households seeking housing today. More than 19,000 housing units in Berkeley are rent controlled under the Berkeley Rent Stabilization Ordinance. These requirements apply to most multifamily housing built before June 1980, and single-family homes with a tenant who moved in before 1996. Rent increases are limited once tenants move in and can be re-set to market rate when units turn over. ACS’ inclusion of all units from newly occupied, unrestricted apartments to low-term occupied rent-controlled units means that this figure understates the cost of renting an apartment in Berkeley today. It also does not distinguish between unit sizes, when rents actually range widely.

The following table presents current (as of November 2024) rents in comparison with the current FMR and Low HOME Rent.

Unit Type	Average Rent – Apartments.com 11/2024	Fair Market Rent (as a percentage of average)	Low HOME Rent (as a percentage of average)
Studio	2,031	1,658 (82%)	1,085 (53%)
1-bedroom	2,284	1,969 (86%)	1,162 (51%)
2-bedroom	3,171	2,405 (76%)	1,395 (44%)
3-bedroom	4,499	3,144 (70%)	1,611 (36%)

Table 33 – Rent Comparisons

Data Source: Average rent data: <https://www.apartments.com/rent-market-trends/berkeley-ca/>

Both are substantially lower than the average rent, which is very important to the stability of lower income households who have made it into an apartment with restricted rent. Additionally, the Berkeley Rent Stabilization Board provided information about the rents paid for new tenancies reported in their online database, which are similarly much higher than the FMR and HOME rents.

Average Rents, only for new tenancies reported to the Berkeley Rent Stabilization Board

Number of bedrooms	Average rent, 2022	Average rent, 2023
Studio	1,991	2,020
1 – Bedroom	2,361	2,428
2 – Bedroom	3,889	3,293
3 - Bedroom	4,403	4,306
All Units	2,943	2,761

Table 34 – Average Rent

Sources: Berkeley Rent Stabilization Board internal memos dated 9/19/2024, “Average Rents for New Tenancies: January 1, 2023 through December 31, 2023” and 7/20/2023, “Average Rents for New Tenancies: January 1, 2022 through December 31, 2022”

The City’s strategy has been to preserve and increase the number of apartments with project-based Housing Choice Vouchers and HOME-restricted rents. The discrepancy between the Fair Market Rents and average rents unfortunately also means that it is challenging to find an apartment that will accept the payment available through a Housing Choice voucher or Shelter Plus Care certificate, leading to barriers to fully utilizing those programs. The City’s strategy has been to fund the services organizations providing Shelter Plus Care services to provide participants with assistance finding apartments, and to add requirements to its inclusionary housing program to promote voucher and certificate acceptance.

Discussion

High costs of developing housing in Berkeley and the entire Bay Area contribute to high rents. Given the limited amount of HOME funding the City receives, these high development costs require affordable developers to pursue multiple, highly competitive sources of funding which can take years to assemble. New State of California laws addressing housing production and local housing investment have improved affordable housing funding opportunities.

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

Berkeley's urban landscape reveals a great deal about how the City was developed. Building styles, which are typically associated with a particular time period, vary from neighborhood to neighborhood and even from street to street. In some places, different stages of development are revealed by an occasional remnant Victorian, or by the area's general mixture of later styles. The early transportation hubs can still be detected by the evidence of commercial centers and building clusters from different decades.

Broadly speaking, the areas close to college campuses and Downtown had their initial construction in the 19th Century, though many of them were later substantially rebuilt. West Berkeley, and the village of Lorin in South Berkeley, also had their start in the 19th Century. The initial pattern was a response to the original transportation system of boats, streetcars, and trains. The areas in between remained largely open for some time and then filled in, especially in the first three decades of the 1900s. The expanded suburban development in the hills followed the opening of new streetcar lines, the 1906 earthquake, and ultimately the common use of the automobile.

Densities are greatest in the areas close to college campuses and Downtown, where there are multi-unit apartment buildings and large single-family homes converted to rooming houses or apartments. Density can also be found along the main arterials of the city in both older and new apartment buildings. The majority of the city is characterized by small lots with one to four units.

According to the Department of Finance, there were 51,523 housing units in Berkeley in 2020. This represents a four percent increase from 2010 and a ten percent increase since 2000. Berkeley's housing growth rate is lower than that of Alameda County. In the past twenty years, there has been a 13% increase in housing units in the County. (Berkeley's 2023-2031 Housing Element, https://berkeleyca.gov/sites/default/files/documents/2022-10-17_Berkeley_RevisedDraftHEU_COMBINED_Lo_0.pdf)

Describe the jurisdiction's definition of "standard condition" and "substandard condition but suitable for rehabilitation":

The City of Berkeley uses HUD's Housing Quality Standards (HQS) to define "standard condition" for units in the rental assistance programs. HQS consists of the following thirteen performance requirements: sanitary facilities; food preparation and refuse disposal; space and security; thermal environmental; structure and materials; interior air quality; water supply; lead-based paint; site and neighborhood; sanitary condition; and smoke detectors. For example, the dwelling unit must have suitable space and equipment to store, prepare, and serve food in a sanitary manner in order to satisfy the performance requirement for food preparation and refuse disposal.

The City of Berkeley determines if a property is in substandard condition, but suitable for rehabilitation based on funding availability and requirements to bring the property to a standard condition, as verified by a third-party capital needs assessment.

This table displays the number of housing units, by tenure, based on the number of “conditions” the units has. Selected conditions are similar to housing problems in the Needs Assessment and are 1) lacks complete plumbing facilities, 2) lacks complete kitchen facilities, 3) more than one person per room, and 4) cost burden greater than 30% The table also calculates the percentage of total units that the category represents.

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	5,420	28%	12,675	48%
With two selected Conditions	45	0%	935	4%
With three selected Conditions	15	0%	215	1%
With four selected Conditions	0	0%	25	0%
No selected Conditions	14,195	72%	12,355	47%
Total	19,675	100%	26,205	100%

Table 35 - Condition of Units

Data Source: 2016-2020 ACS

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	435	2%	2,640	10%
1980-1999	1,055	5%	3,455	13%
1950-1979	3,165	16%	9,870	38%
Before 1950	15,025	76%	10,235	39%
Total	19,680	99%	26,200	100%

Table 36 – Year Unit Built

Data Source: 2016-2020 CHAS

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	18,190	92%	20,105	77%
Housing Units build before 1980 with children present	474	2%	120	0%

Table 37 – Risk of Lead-Based Paint

Data Source: 2016-2020 ACS (Total Units) 2016-2020 CHAS (Units with Children present)

Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units			
Abandoned Vacant Units			
REO Properties			
Abandoned REO Properties			

Table 38 - Vacant Units

The original Table 38 - Vacant Units Table above generated by HUD using CHAS data does not include any information on vacancy rates.

From the *2023 – 2031 Housing Element*: A certain number of vacancies in a community is necessary to moderate housing costs, provide some level of choice for households seeking housing, and provide incentive to keep units in decent condition. Vacancy rates for rental properties are typically higher than owner occupied properties because rental units tend to turnover more frequently. A vacancy rate is considered to be healthy if it permits adequate choices and mobility among a variety of housing units. A healthy rate is considered to be five to six percent for rental units and two to three percent for owner occupied units.

According to the American Community Survey, vacancy rates have decreased over the last several years (see Table 3.20) and are well below optimal levels. The 2015-2019 American Community Survey estimates a vacancy rate of a third of one percent for owner occupied units and two and four tenths of a percent for rental units. Vacancy rates in Alameda County are higher than in Berkeley; however, they are also below healthy levels. Table 3.21 provides insight into the types of vacancies that exist within the City. The largest vacancy type in Berkeley, Alameda County, and the Bay area is “other vacant” (55%, 44%, and 36%, respectively). The Census Bureau defines “other vacant” as units that do not fit into any other year-round vacant category. It is possible that short-term vacation rentals account for a significant subset of this category. The proportion of units for sale and units for rent are lower in Berkeley than in Alameda County and the Bay area.

Table 3.20: Vacancy Rates in Berkeley and Alameda County (2019)

Vacancy Rates	Berkeley		Alameda County	
	2010-2014	2015-2019	2010-2014	2015-2019
Vacant Housing Units (% of Total)	7.6%	6.8%	6.0%	5.1%
Homeowner Vacancy Rate	0.9%	0.3%	1.3%	0.6%
Rental Vacancy Rate	3.8%	2.4%	3.9%	2.9%

Source: American Community Survey, 5-Year Estimates (2015-2019) Note: Overall vacancy includes units that are seasonally occupied units.

Table 3.21: Vacancy by Type (2019)

Vacancy Type	Berkeley		Alameda County (Percent)	Bay Area (Percent)
	Number	Percent		
For Rent	635	19%	26%	24%
For Sale	52	2%	6%	6%
For Seasonal, Recreational, or Occasional Use	397	12%	13%	22%
Other Vacant	1,827	55%	44%	36%
Rented, Not Occupied	299	9%	5%	6%
Sold, Not Occupied	112	3%	6%	7%

Source: ABAG Housing Element Data Package (based on American Community Survey, 5-Year Estimates (2015-2019)) Note: “Other Vacant” as defined by the Census Bureau is a housing unit that does not fit into any other year-round vacant category.

Figure 1: Vacancy Rates

Source: 2023 – 2031 Housing Element, https://berkeleyca.gov/sites/default/files/documents/2022-10-17_Berkeley_RevisedDraftHEU_COMBINED_Lo_0.pdf

Need for Owner and Rental Rehabilitation

From the *2023 – 2031 Housing Element*:

The age of a community's housing stock can provide insight into the level of maintenance and rehabilitation needs. Generally, structures over 30 years old are likely to have significant rehabilitation needs which may include a new roof, foundation repairs, and new plumbing. Berkeley has a significant proportion of older units, with nearly half of all units constructed before 1939. Overall, 95% of Berkeley's housing stock will be over 30 years old by the end of this housing element planning cycle and 86% will be over 50 years old.

According to the 2014-2019 American Community Survey, the median year structure built for the City's housing stock is 1942. However, the City's owner-occupied housing stock is significantly older with a median age older than 1939, compared to a median age of 1958 for renter occupied units. Regardless of tenure, rehabilitation and maintenance is an ongoing need to preserve the quality of the City's housing stock.

Lack of sufficient plumbing and kitchen facilities is another indicator of substandard housing conditions. Although units without sufficient plumbing or kitchens are rare in Berkeley, renter households are more likely to reside in a unit with one of these issues. The 2015-2019 American Community Survey estimates that about two thirds of a percent of owner-occupied units and about two and one tenths of a percent of renter occupied units lack sufficient kitchen facilities. Lack of sufficient plumbing is rarer, with a third of one percent of owner-occupied units and one and two tenths of a percent of rental units lacking sufficient plumbing (Table 3.22).

Local building and code enforcement divisions can also provide insight into the condition of housing units in the community, based on complaints filed, inspections, code violations, and other observations. Based on 2021 activity, there were a total of 303 code enforcement cases reported, of which 238 were resolved. The average number of days to resolve a case was 53 days. Approximately 15-18% of complaint-based code enforcement cases are identified as blight cases (approximately 35 cases in 2022), which suggests that there are potentially more units in need of rehabilitation or replacement. A more accurate number of housing units in need of rehabilitation is approximately between 1,000 to 2,500 units, or less than five percent of the City's total housing stock.

(2023 – 2031 Housing Element, https://berkeleyca.gov/sites/default/files/documents/2022-10-17_Berkeley_RevisedDraftHEU_COMBINED_Lo_0.pdf)

Estimated Number of Housing Units Occupied by Low- or Moderate-Income Families with LBP Hazards

There is no current estimate for the number of housing units occupied by low- or moderate-income families with Lead Based Paint Hazards. Because Berkeley has so much older housing stock, lead based paint is likely present in many residences. The City of Berkeley Childhood Lead Poisoning Prevention Program collaborates with the Berkeley Health, Housing & Community Services Department's Registered Environmental Health Specialist on responding to resident inquiries on housing lead concerns.

Berkeley's program provides education, information, and resources through community outreach events and presentations to parenting/family groups, community organizations, and health education and resource fairs. From July 2022-June 2024, Berkeley's CLPPP staff provided outreach, education and resource/referrals to 1,801 people.

Discussion

Housing affordability continues to be the City's most significant housing challenge. The City's older housing stock is generally well maintained, with relatively low rates of housing problems and substandard housing. Low vacancy rates show strong continued demand for rental and ownership housing in Berkeley. The last decade has seen more housing development in Berkeley than in prior periods, and development continues despite some cooling with increased interest rates. Planning and pre-development activities are underway for substantial new developments at the North Berkeley and Ashby BART stations. Additionally, the University of California at Berkeley has increased its production of student housing opportunities on University property, not reflected in Berkeley's production numbers.

MA-25 Public and Assisted Housing – 91.210(b)

Introduction

The eCon Plan Suite generated table below shows 61 units of public housing under the Berkeley Housing Authority. This housing portfolio was sold to Related California for continued use as affordable housing in approximately 2015. BHA no longer manages these units.

Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available	0	87	61	1,844	195	1,649	0	0	0
# of accessible units									
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 39 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

Describe the supply of public housing developments:

The Berkeley Housing Authority no longer owns or operates public housing. Its former portfolio of 75 family units was acquired and rehabilitated by Related California and is now known as Berkeley 75. The units are located on three and two thirds acres across 15 sites throughout the City of Berkeley. These three- and four-bedroom, one- and two-story attached townhomes are situated in low-density residential neighborhoods near schools, parks, shopping and transit. Fourteen of the townhomes were built in 1981 with state Rental Housing Construction Program funds and 61 were completed in 1986 as Low-Income Public Housing units. The development is now owned and operated by Related California under a 99-year ground lease with Berkeley Housing Authority and the City of Berkeley.

<https://www.relatedcalifornia.com/our-company/properties/berkeley-75>

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

Not applicable

Public Housing Condition

Public Housing Development	Average Inspection Score

Table 40 - Public Housing Condition

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

Not applicable

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

Not applicable

Discussion:

Not applicable

MA-30 Homeless Facilities and Services – 91.210(c)

Introduction

The City funds a wide range of homeless programs including 395 year-round shelter beds, 64 transitional housing beds and 100 seasonal shelter beds. BOSS Harrison House shelter has ten beds reserved for Alameda County Behavioral Health Care Services Agency (BHCS). The remaining beds are available to literally homeless individuals and families who have been assessed by Bay Area Community Services, North County Housing Resource Center for adults without minor children or Women’s Daytime Drop-in Center, the Housing Resource Center for literally homeless families.

The City funds 27 transitional housing beds in two programs, one for families and one for transition age youth. The City also funds tenant support services in permanent housing in both project based and scattered site housing that use rental subsidies.

Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New*	Under Development
Households with Adult(s) and Child(ren)	40	0	15	*	
Households with Only Adults	255	100	27	345	51
Chronically Homeless Households	0	0	0	571	51
Veterans	0	0	22	*	11
Unaccompanied Youth	0	0			0

Table 41 - Facilities and Housing Targeted to Homeless Households

*The Shelter Plus Care Program has approximately 270 tenant-based vouchers. These vouchers are assigned by Alameda County Coordinated Entry System based on household vulnerability and need, not type of household.

Data source: City of Berkeley

Provider Name	Address	Program Name	Population	Family Beds	Individual Beds	Year Round	Seasonal Only
Insight Housing	Berkeley	Men's Housing Program	Single Males		32	32	0
Insight Housing	Berkeley	Women's Housing Program	Single Females		32	32	0
Insight Housing	Berkeley	The Campus*	Single households		23	23	0
Insight Housing	Berkeley	Berkeley Respite Shelter*	Single households		8	8	0
Building Opportunities for Self Sufficiency	Berkeley	Harrison House	Single Males and Females and Families	40 (14 family units)	50	90	0
Bay Area Community Services	Berkeley	Pathways STAIR Center	Single households		42	42	0
Dorothy Day House	Berkeley	Emergency Storm Shelter	Single households		25	0	25
Dorothy Day House	Berkeley	Inclement Weather Shelter	Single households		40	0	40
Dorothy Day House	Berkeley	Beyond Horizon*	Single households		25	25	0
Dorothy Day House	Berkeley	Howard Johnson*	Single households		26	26	0
Dorothy Day House	Berkeley	Veteran's Building Shelter	Single households		52	52	0

City of Berkeley	Berkeley	Winter Voucher Program	All households				15
Women's Daytime Drop-in Center	Berkeley	Winter Voucher Program	Families				20

*Non-congregate shelter

Figure 2 - Current Inventory: Emergency Shelters

Source: City of Berkeley, Housing and Community Services Division

Provider Name	Address	Program Name	Population	Family Beds	Individual Beds	Year Round
Insight Housing	Berkeley	Veteran's Program	Single Males		12	12
Bonita House	Berkeley	Bonita House	Single households		15	15
Larkin Street Youth Services	Berkeley	Turning Point	Single households (18-25)		12	12
Resources for Community Development	Berkeley	Ashby House	Single Veterans		10	10
Women's Daytime Drop-in Center	Berkeley	Bridget House	Families	15 beds (5 units)		15

Figure 3 - Current Inventory: Transitional Housing

Source: City of Berkeley, Housing and Community Services Division

Provider Name	Address	Project Name	Population	Units	Beds /Rooms
Bonita House	Berkeley	City of Berkeley Shelter Plus Care	Single households		7
Bonita House	Oakland	City of Berkeley Shelter Plus Care	Single households	6	8
Building Opportunity for Self-Sufficiency	Berkeley	Step Up Housing	Single households	39	39

City of Berkeley	Tenant Based Rental Assistance	Square One	Single households and families	6	6
City of Berkeley	Tenant Based Rental Assistance(TBRA)	City of Berkeley Shelter Plus Care	Single households and families	235	233
City of Berkeley	Tenant Based Rental Assistance(TBRA)	City of Berkeley Shelter Plus Care (Alameda County TRA)	Single households and families	34	34
City of Berkeley	Berkeley	McKinley House	Single households	7	7
City of Berkeley - Berkeley Housing Authority	Tenant Based Rental Assistance	Non-elderly Disabled (NED)	Single households and families	121	121
Insight Housing (formerly Berkeley Food and Housing Project)	Berkeley	Russell Street Residence	Single households		17
Insight Housing (formerly Berkeley Food and Housing Project)	Berkeley	Russell Street Residence Annex	Single households		4
Insight Housing (formerly Berkeley Food and Housing Project)	Berkeley	Hope Center	Single households	53	53
Insight Housing (formerly Berkeley Food and Housing Project)	Berkeley	Veteran's Project	Single households		11
Memar Properties and Bay Area Community Services	Berkeley	Golden Bear Homes	Single households	43	43
Memar Properties and Housing Consortium of the East Bay	Berkeley	University Homes	Single households	43	43
Northern California Land Trust	Berkeley	Haste House	Single households		7
Resources for Community Development (RCD)	Berkeley	Erna P. Harris Court	Single households	35	35

Resources for Community Development (RCD)	Berkeley	Oxford Plaza	Single households	4	4
Resources for Community Development (RCD)	Berkeley	U.A. Homes	Single households	0	74
Resources for Community Development (RCD)	Berkeley	Maudelle Shirek Community	Single households and families	12	12
Satellite Affordable Housing Associates	Berkeley	Peter Babcock House	Single households		5
Satellite Affordable Housing Associates	Berkeley	Harmon Gardens	Single households	15	15
Satellite Affordable Housing Associates	Berkeley	Jordan Court	Single households	12	12
			Total	665	794

Notes: Affordable rental housing is listed by the number of units. Developments providing congregate (shared kitchens, baths) housing are listed by the number of beds/rooms. There are other permanent housing developments in Berkeley that may be affordable to people who are homeless and offer some level of social services to residents which are not listed here. This table lists only developments/projects specifically targeted toward people who are homeless at entry.

Figure 4 - Current Inventory: Permanent Supportive Housing

Source: City of Berkeley, Housing and Community Services Division

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons

All homeless agencies rely in part on mainstream services to meet the needs of their clients. Berkeley has its own Mental Health Division that accepts referrals from homeless providers and also outreaches to homeless people living on the streets. Berkeley is also home to Lifelong Medical Care and provides funding for Lifelong to serve low-income residents, including those who are homeless. In addition, the City funds Lifelong to provide services to formerly homeless people living in permanent housing in Berkeley. The City also funds both benefits advocacy services. It also funds employment training and placement services that can be utilized by people who are homeless. More information about the mainstream services utilized by homeless services providers is provided in Section SP-60.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

The following information about Berkeley's system of care for unhoused people comes from the Spring 2024 Klingmann report, Part II: Berkeley's Current System of Care, pages 10 to 17:

"Berkeley's homelessness system of care was dramatically reshaped by the COVID-19 pandemic, in ways that are reflected in the data in this section. The pandemic response brought unprecedented new resources and new priorities, including increased need for non-congregate shelter and reduced capacity in congregate shelters. As of 2023, the system was adjusting to the new normal in the post-emergency period. Federal funds were rapidly drawing down and the City and County were providing additional services to transition people out of temporary FEMA shelters.

Emergency shelter and transitional housing

Berkeley had nearly 350 shelter beds at the start of 2023, 108 of which were seasonal and open only during the winter months. Over the course of 2023, over 900 individual people used a shelter bed in Berkeley. The city also had about fifty transitional housing beds dedicated for specific populations, including transition-aged youth, people with substance abuse disorders, and veterans.

Non-congregate shelter beds have become more common, though most are designated for specific purposes. Since the COVID-19 pandemic, new shelter beds in Berkeley are increasingly likely to be in non-congregate settings, meaning that residents have a private room or space rather than sleeping in a dorm-style shelter. When paired with case management and housing navigation on site, this model is sometimes referred to as "interim housing."

More than a third of Berkeley's shelter beds were non-congregate as of the 2023 HIC count, more than triple the number of non-congregate beds available in 2021. Several additional non-congregate shelters opened in Berkeley later in 2023, such as the Dorothy Day House University Community Shelter. This growth has made up for the closure of the FEMA COVID-19 shelters in 2022.

Non-congregate shelters in Berkeley are operate according to funding streams or program goals for particular purposes. For instance, several are intended for people from specific encampments, while others serve populations such as families or SSI recipients. These non-congregate shelters necessarily have lower capacity than congregate shelters, with an average of 22 beds per facility. Nevertheless, during 2023 non-congregate shelters served 317 individual people out of the 900 who obtained shelter.

Permanent housing

Berkeley has a growing inventory of permanent supportive housing (PSH). Berkeley had 592 beds of permanent supportive housing (PSH) in early 2023. These units are intended for formerly homeless people with high needs: they require disability for entry and provide ongoing wrap-around services in addition to a subsidized unit. About ten percent of the PSH units in Berkeley are dedicated to families with children.

The permanent supportive housing available in 2023 represents an increase of nearly one hundred beds from the 2022 HIC. The city added both the HOPE Center in downtown Berkeley and the Golden Bear Hotel during 2022. There are additional PSH units in the pipeline set to open in the coming years.

Coordinated Entry is intended to triage resources county-wide, so new PSH beds in Berkeley are not guaranteed to go to people experiencing homelessness in the city. The County's current policies allow both PSH programs and individuals waiting on the queue to indicate a geographic preference. Nevertheless, some of the people who move into Berkeley PSH units are from outside the city's borders and some Berkeley residents move into housing elsewhere in the county. Of the approximately 200 people who entered permanent supportive housing in Berkeley from 2021 to 2023, most had some previous connection to Berkeley, but about ten to fifteen percent had last obtained services from elsewhere in Alameda County.

People in PSH tend to stay there: the median person enrolled in PSH in 2023 had spent about five and a half years in their unit. The vast majority, 92%, had been enrolled for more than a year. More than half (298) of Berkeley's PSH units are administered as tenant-based vouchers, meaning that residents rent a unit from a private landlord.

Rapid rehousing (RRH) serves people for shorter stints. At the start of 2023, Berkeley had 61 rapid rehousing slots, some of which were specifically designated for veterans. RRH provides short-term rental assistance and supports to people exiting homelessness into private rental units. The assistance tapers off after a few months to a year. Because of this difference in service model and focus, each rapid rehousing slot can serve more people over the course of a year. Sixty rapid rehousing slots in 2023 served over 300 people, and clients enrolled in RRH during 2023 spent a median of 241 days in the program in total.

Berkeley had more than double the rapid rehousing slots available at the 2022 Housing Inventory Count compared to 2023, largely due to a pot of dedicated City and County funding to transition people out of the temporary COVID-era FEMA shelters. The City also continues to fund a few slots of rapid rehousing for residents in a respite shelter for medically vulnerable people.

A small proportion of federal vouchers are designated for people experiencing homelessness. The Berkeley Housing Authority administers the Housing Choice Voucher (HCV) program. As of November 2023, the BHA had authority for 2,110 vouchers, which are distributed to households in Berkeley who make less than fifty percent area median income. The need for these vouchers far outstrips demand: when the BHA opened its waitlist for the first time in over ten years in 2022, over 21,000 households applied.

About eight percent of these vouchers are specifically targeted to people experiencing homelessness. These include Veterans Authority Supportive Housing (VASH) vouchers, which are designated for homeless veterans, and "mainstream" vouchers, which are designated for non-elderly disabled people referred through the Coordinated Entry system. BHA project-based vouchers also fund the operations of two permanent supportive housing SRO buildings, Erna P. Harris Courts and UA Homes. Lastly, HUD issued 51 Emergency Housing Vouchers to Berkeley in response to the COVID-19 pandemic. These vouchers were distributed through Coordinated Entry, but they were a one-time expansion and will not continue after current voucher-holders give them up. BHA does not currently prioritize people experiencing homelessness for regular Housing Choice Vouchers, though this is allowed by federal law.

Berkeley is now prioritizing people experiencing homelessness for some other subsidized housing. Berkeley has over 2,000 subsidized or regulated affordable housing units for low-income people, funded by a range of overlapping funding sources and programs. As of 2024, there were 1,537 units in Berkeley that received funding from the City's Housing Trust Fund (HTF), which leverages state and federal sources such as the Low-Income Housing Tax Credit. The City also monitors 597 units of regulated below-market-rent (BMR) housing that are required by the City's inclusionary zoning ordinance.

Some of these units are designated for people experiencing homelessness—for instance, the HTF supports permanent supportive housing projects, and a portion of BMR units are set aside for permanent supportive housing voucher tenants.

Prevention, retention, and problem-solving

Flexible funds and housing navigation help people in a variety of circumstances. Berkeley's system of care funds a wide range of services intended to support people along their path to housing, including short-term rental assistance, counseling, legal help, move-in assistance, and housing search assistance. The purpose of these services can vary, from supporting people who are entering housing, to retaining them once they are there, to preventing vulnerable people from falling into homelessness in the first place. That said, resources in Berkeley generally go first to people who are currently homeless or were recently rehoused—with limited funds, prevention is a lesser priority.

Many of these resources are distributed to service providers as "flex funds," which they can use to support clients with move-in costs, one-time rental assistance, and tenancy supports. The Housing Resource Center also provides problem-solving and navigation services to help people who have recently become homeless regain their footing, for instance by connecting them to a family member willing to take them in. In 2023, 469 unique people were served by flex funds or housing navigation services. More than two-thirds of people enrolling reported that they were literally homeless at the time they enrolled.

Basic needs and outreach

There are several day shelters and drop-in centers in Berkeley that provide storage space, shower services, hot meals, and other daily needs for unsheltered people. The drop-in centers that record enrollments in HMIS served nearly 2,000 unique people over the course of 2023, though this total probably includes people who are not homeless or live outside of Berkeley. There are also a range of services that address the basic needs of people experiencing homelessness, including medical care, laundry trucks, and hot meals.

The City and nonprofit service providers also conduct street outreach to people who are unsheltered. Some of this outreach is associated with facilities such as the STAIR Center that also provide shelter and case management. In 2023, nearly 600 unduplicated people were enrolled with a street outreach program. There are also several street outreach programs that do not report their data in HMIS, such as an outreach worker employed by the Downtown Business Association."

MA-35 Special Needs Facilities and Services – 91.210(d)

Introduction

As previously discussed in the Needs Assessment, the special needs population consists of people who are not homeless but require supportive housing and services for various reasons. This population includes (but is not limited to) people with mental, physical, and/or developmental disabilities; the elderly and frail elderly; people with alcohol or other drug addiction; people with HIV/AIDS and their families; victims of domestic violence, dating violence, sexual assault, and stalking; and transitional age youth.

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

The City of Berkeley's Aging Services Division, part of the Health, Housing & Community Services (HHCS) Department, operates two senior centers and offers a variety of computer classes, seminars, and social events for adults 55 years of age and older. The Aging Services Division offers lunch at the two senior centers, delivers meals to homebound seniors through their Meals on Wheels Program, and provides consultation/referral services via the Social Services Unit. The City also funds the following programs:

- J-Sei, Senior Services
- Easy Does It Emergency Services, Senior Paratransit Services
- LifeLong Medical Care, Primary Geriatric Care

The City of Berkeley's Mental Health Division (also part of HHCS) provides mental health prevention and intervention services with a focus on high-risk adult, youth, and families. Working closely with other City departments and community partners, the City's Mental Health Services Division provides programs for people in crisis, people with serious mental illnesses and disabilities, people in need of mental health or related social services, and children, teens, and families experiencing emotional difficulties. The division is also one of a number of agencies providing services for participants in Berkeley's Shelter Plus Care Program. Their assistance allows seriously mentally ill adults who are homeless, frequently chronically homeless, to become permanently housed with ongoing support.

In addition to the work of the Mental Health Division, the City has funded the following programs for people with disabilities using a combination of federal and local funds. These programs serve primarily non-homeless people but do not prohibit participation by people who are homeless. Programs include:

- Bay Area Outreach and Recreation Program: Recreational Services for Persons with Disabilities;
- Center for Independent Living: Residential Access Project for Disabled;
- Easy Does It: Emergency Services for Severely Disabled Transportation Program; and
- Through the Looking Glass: Parenting and Education Programs.

The City funds the following programs for people with alcohol and drug addiction:

- Lifelong Medical Care: Acupuncture Detox Clinic

The City funds the following program for victims of domestic violence:

- Family Violence Law Center: Family Violence and Homelessness Prevention

The City of Berkeley's Public Health Division provides HIV/AIDS services. The services at the public health clinic include HIV education, counseling, "opt-out" testing (conventional and Rapid HIV testing) and referral services to minimize the spread of HIV infection. For all newly positive HIV clients and for HIV + clients who have fallen out of medical care we provide a warm hand off to one of the HIV Care Clinics in the East Bay. The Public Health Division also conducts AIDS/HIV case surveillance.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

The Alameda County-wide Continuum of Care (CoC) provides several programs to ensure people returning from mental and physical health institutions receive appropriate supportive housing. Persons are not routinely discharged from health care facilities into homelessness, and the CoC worked with a variety of health care institutions to reduce discharges into literal homelessness. California enacted Senate Bill (SB) 1152 that outlines requirements of hospitals and emergency departments related to the care and discharge of homeless patients, leading the County and hospitals to establish several medical respite/recuperative care programs for homeless patients exiting emergency departments and hospitals and a locally funded housing subsidy pool to provide permanent housing subsidies for high priority homeless patients in Skilled Nursing Facilities and hospitals. Alameda County actively participates in a Medicaid waiver program focused on expanding resources and collaboration among health and housing providers to address homelessness, which has been expanded with the implementation of CalAIM. The CoC continues to implement a homelessness prevention/rapid re-housing fund, that helps hospitalized patients pay their rent so they don't lose their housing or helps them obtain housing upon exit from the facility.

Individuals with special needs, including the elderly or persons with physical or mental disabilities, need suitable housing in their communities. This segment of the population often needs affordable housing near public transportation, services, and shopping. Persons with disabilities may require units equipped with wheelchair features or other special features that accommodate physical or sensory limitations. Depending on the severity of the disability and support program regulations and reimbursement levels, along with the availability of appropriate and affordable housing, people may live independently with some assistance in their own homes or may live in assisted living or other special care facilities.

Adult Residential Facilities (ARF) provide 24-hour non-medical care for adults ages 18 through 59 years old who cannot provide for their daily needs. ARFs include board and care and care homes for adults with developmental disabilities and mental illness. Residential Care Facilities for the Elderly (RCFE) provide care, supervision, and assistance with daily living activities, such as bathing and grooming. Group homes provide 24-hour non-medical and supervision to children. Services include social, psychological, and behavioral programs for youth who need additional support. Small Family Homes (SFH) provide 24-hour care in the licensee's family residence for six or fewer children who require special supervision as a result of a mental or developmental disability or physical handicap.

There are 247 licensed care facilities with capacity to accommodate approximately 6,315 individuals within the Consortium. The cities of Hayward (827), Fremont (669), Union City (886), Pleasanton (1,432) and San Leandro (569) have the largest number of facilities and beds. The City of Berkeley has approximately 10 licensed care facilities.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

The City of Berkeley will continue to fund public services, housing rehabilitation, public facility renovations and other housing services with federal funds in PY25. See the Strategic Plan and Annual Action Plan for more detail.

For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))

Not applicable.

MA-40 Barriers to Affordable Housing – 91.210(e)

Negative Effects of Public Policies on Affordable Housing and Residential Investment

In the development of the *2023-2031 Housing Element*, the City interviewed stakeholders to identify barriers to housing production, and the following issues were identified by participants.

“Hazard Mitigation:

- Don’t reduce permitted housing in hazard zones. Focus on hazard mitigation.

Historical and Landmark Sites:

- Historical and landmark sites (local, state, and federal) create challenges, e.g., usually not possible to put a second story on top

Site Constraints:

- Small sites
- Best parcels are in retail, but most have existing tenants (can be challenging to sell)

Permitted Uses and Zoning:

- R1 and R2, especially along the corridors, should be rezoned
- Bring back the 1970s zoning – Berkeley was downzoned. Any block with a building over 10 units should be rezoned to allow the same density
- Height limits should be increased well beyond 35' - especially in areas near campus
- Look at zoning. COVID and downfall of retail, and a lot of industries have moved. City could facilitate conversion of the industrial space to housing units by providing incentives
- Not a lot of large of opportunity sites in Berkeley under the current zoning
- The City should consider building on a per bed basis for student housing

Permitted Densities and Heights:

- Land use laws and ordinances that prevent development density and height
- Need to be able to develop in excess of 100 units – ideal is 150 units. This is mostly mid-rise (5-8 stories)
- Height is the biggest constraint
- The density bonus allows for greater flexibility with building higher; however, if a building goes above 8 stories, the construction type changes and costs increase, creating additional barriers
- Lack of political will to relax development standards. Housing is very expensive to build
- The City should encourage greater density along major arterial streets

Development Standards:

- Open space as calculated in some neighborhoods is a bit high

Use Specific Plans with a Master EIR:

- Recommend using Specific Plans with Master EIR so as to streamline approach to design the project
- Entitlement and Permitting Delays
- Design review and the permitting process takes too long
- More predictability is always better for developers
- Cost continues to go up due to the amount of time to get entitled

Lack of Funding for Affordable Housing:

- Lack of funding
- Need for a local match to be available. Measure O was helpful, but three years later, most of the funding is committed to projects online or coming online. No new money needed for new projects
- Need subsidies and/or density bonuses for market-rate student housing. The market economics do not work. Need incentives for building student housing by private market
- Use of housing choice vouchers is hard for owners due to onerous processes, such as the HQS inspection

Workforce Housing Funding:

- Institutions have land but no funding (for what is subsidized housing). Successful projects depend on local bond to provide financing

Community Resistance:

- Lack of consensus about housing amongst leadership with some in support of housing and other opposing density
- City has 33 committees; there is only one that is pro-business, so a lot of resistance from a lot of fronts
- Community organization pushback to development makes it difficult to build anything. Some housing projects downsized because of pressure

Community Benefits Agreements (CBAs):

- CBAs are a black box process – there needs to be more certainty, predictability.”

Source: (https://berkeleyca.gov/sites/default/files/documents/Berkeley_2023-2031%20Housing%20Element_02-17-2023v2_0.pdf, page 221)

In response, the Housing Element established a goal to address these barriers:

“Goal F: Mitigate Governmental Constraints

Berkeley should identify and mitigate barriers to the construction and improvement of housing. Policies:

- H-33 Reduce Governmental Constraints Periodically review City fees and regulations to ensure that they do not unduly constrain housing development.
- H-34 Streamlined Review Process Provide for timely and coordinated processing of residential and mixed-use development projects in order to minimize project holding costs and increase housing supply.
- H-35 Incentivize Affordable Housing Provide incentives where feasible to offset or reduce the costs of affordable housing development, including density bonuses and flexibility in site development standards.”

Source: (https://berkeleyca.gov/sites/default/files/documents/Berkeley_2023-2031%20Housing%20Element_02-17-2023v2_0.pdf, page 18)

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

This section covers the economic development needs of the City and provides data regarding the local economic conditions and economic development activities.

Economic Development Market Analysis

Berkeley regularly makes publicly available extensive analysis of a wide variety of economic trends and indicators in Berkeley. Following are a few highlights from the 2023 Economic Dashboard.

(<https://berkeleyca.gov/doing-business/economic-development/economic-dashboards-and-reports>)

Between November 2022 and November 2023, the total number of jobs located in the East Bay increased by 17,200 or one and four tenths of a percent. The sectors with the highest percent growth in employment included Arts Entertainment & Recreation (up by 1,900 jobs) and Construction (up by 7,100 jobs). Other sectors including Accommodation & Food Service and Leisure & Hospitality also continue to increase employment opportunities (both are up, by approximately 5,100 and 7,000 jobs respectively).

Berkeley's top 25 employers (by number of employees) is reflective of the city's diverse economy. Top employers include four in the healthcare sector and four in the education sector, including UC Berkeley, one of the city's main economic engines. There are also a few large private sector corporations in Berkeley, notably Bayer and Meyer Sound. Two startups also made it onto the 2023 list: Upside Foods and Twelve. The Healthcare and Life Sciences sector continues to grow, representing a larger than ever percentage of Berkeley startups (35%). Software is also a key strength, comprising approximately a third. CleanTech and Hardware are also a vital part of our innovation ecosystem.

In 2023, the East Bay Economic Development Alliance completed a study on East Bay industrial lands, including regional job growth analysis and East Bay subarea profiles. "Northern Alameda" (including Berkeley) had the second highest industrial job growth (27%) between 2011-2021, behind only Southern Alameda (which grew by 77%). Industrial jobs in Northern Alameda increased by more than 8,600 over the decade, driven primarily by growth in the Life Science industry. Total life science jobs in Northern Alameda increased 51% over this period, from 10,469 to 15,782. During the same decade, manufacturing jobs in the subregion only grew by 12% to 11,610. Among the three retail sectors, Food & Beverage, Retail, and Office/Other Non-retail, the trend over the past three years is toward stabilization. These three categories comprised 62% of total commercial inventory in 2023 compared to 2019 when the trio were 69% of the City of Berkeley's inventory. Pending developments recorded in the Office/Non-Retail category has caused an 8% increase in this category since 2021 as development projects move towards completion. Once completed there is the expectation that Food & Beverage and Retail will again occupy the spaces and become a larger part of the overall commercial inventory.

Source: City of Berkeley, 2023 Economic Dashboard

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	265	55	1	0	-1
Arts, Entertainment, Accommodations	5,215	8,902	14	18	5
Construction	1,326	1,774	4	4	0
Education and Health Care Services	7,156	11,666	19	24	5
Finance, Insurance, and Real Estate	2,700	1,861	7	4	-3
Information	2,511	1,710	7	4	-3
Manufacturing	1,899	4,138	5	9	4
Other Services	1,989	3,777	5	8	3
Professional, Scientific, Management Services	7,302	6,637	19	14	-6
Public Administration	0	0	0	0	0
Retail Trade	2,960	5,548	8	11	4
Transportation and Warehousing	919	132	2	0	-2
Wholesale Trade	1,003	1,000	3	2	-1
Total	35,245	47,200	--	--	--

Table 42 - Business Activity

Data Source: 2016-2020 ACS (Workers), 2020 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	67,400
Civilian Employed Population 16 years and over	63,885
Unemployment Rate	5.19
Unemployment Rate for Ages 16-24	9.88
Unemployment Rate for Ages 25-65	3.30

Table 43 - Labor Force

Data Source: 2016-2020 ACS

Berkeley's annual average unemployment rate in FY 2023 (the midpoint December 2022) was two and a half percent, down from four and a third percent the previous year. The sectors with the highest year-over-year percent growth in employment included Arts, Entertainment & Recreation (+19%), Manufacturing (up by seven percent), Retail (up by seven percent), and Accommodation & Food Services (up by six percent).

Many of the jobs in Berkeley are in the public sector, including those employed by University of California at Berkeley, Lawrence Berkeley Laboratory, Berkeley Unified School District, Berkeley City College (Peralta College) and the City of Berkeley. Berkeley's largest private sector employers include Sutter Bay Hospitals (Medical Foundation), and Health Support Services (including the Alta Bates and Herrick campuses), Bayer Corporation (pharmaceuticals manufacturing), Kaiser Permanente, and the grocery retailer Berkeley Bowl. Traditionally, Berkeley's strong employment sectors include food services, biomedical/biopharmaceutical, computer systems design services, environmental consulting

services, and arts and entertainment. It is also observed that growth opportunities abound in Berkeley’s “innovation sector”. More than 400 Berkeley-based tech, biotech, research and development (R&D) and other STEM (science technology engineering and math) industry businesses were either able to adapt to having a remote workforce or continued work in medical, life science, and health manufacturing facilities, with many returning to work in-person or in a hybrid format. (from the *City’s 2024 Comprehensive Annual Financial Report*, <https://berkeleyca.gov/sites/default/files/documents/annual-comprehensive-financial-report-fy2023.pdf>)

Occupations by Sector	Number of People
Management, business and financial	28,485
Farming, fisheries and forestry occupations	1,395
Service	4,590
Sales and office	9,170
Construction, extraction, maintenance and repair	1,445
Production, transportation and material moving	1,055

Table 44 – Occupations by Sector

Data Source: 2016-2020 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	27,085	53%
30-59 Minutes	16,964	33%
60 or More Minutes	7,483	15%
Total	51,532	100%

Table 45 - Travel Time

Data Source: 2016-2020 ACS

Education: Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	1,115	80	725
High school graduate (includes equivalency)	2,735	145	1,405
Some college or Associate's degree	6,180	405	2,260
Bachelor's degree or higher	36,650	1,330	6,265

Table 46 - Educational Attainment by Employment Status

Data Source: 2016-2020 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	69	110	175	700	420
9th to 12th grade, no diploma	495	195	165	575	385
High school graduate, GED, or alternative	8,295	1,130	1,275	1,885	1,470
Some college, no degree	14,805	1,935	1,620	2,795	2,820
Associate's degree	1,210	795	595	1,105	900
Bachelor's degree	4,365	10,640	3,790	7,300	4,645
Graduate or professional degree	310	7,105	5,785	9,650	8,415

Table 47 - Educational Attainment by Age

Data Source: 2016-2020 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	22,857
High school graduate (includes equivalency)	32,972
Some college or Associate's degree	36,165
Bachelor's degree	56,541
Graduate or professional degree	81,742

Table 48 – Median Earnings in the Past 12 Months

Data Source: 2016-2020 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

Berkeley's top 25 employers (by number of employees) is reflective of the city's varied economy. Top employers include four in the healthcare sector and four in the education sector, including UC Berkeley, one of the city's main economic engines. There are also a few large private sector corporations in Berkeley, notably Bayer and Meyer Sound. Two startups also made it onto the 2023 list: Upside Foods and Twelve.

Describe the workforce and infrastructure needs of the business community:

The workforce and infrastructure needs of the business community are broad. As in most Bay Area cities, Berkeley's businesses require an educated and skilled workforce, a robust transportation system, public safety and health, a business-friendly policy climate and workforce housing. According to the City's Office of Economic Development, Berkeley's growth sectors include biotech/life sciences, information technology, health care, innovation/Research & Development, food production, food services, and small-scale manufacturing. Berkeley's varied economy also benefits from a number of public sector institutions including University of California at Berkeley, the Lawrence Berkeley National Lab.

Needs include:

- Workers with Science, Technology, Engineering and Mathematics (STEM) education;
- Transportation infrastructure, particularly linking to Berkeley's west side;
- More connections to training and job/career opportunities for people from low income households;
- And workforce housing near transit centers.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

Some specific developments that will likely have a notable economic impact in Berkeley include:

- Increased investment and real estate activity from University of California (UC), Berkeley.
- Adopted Plans in Berkeley (the *Downtown Plan*, the *Adeline Corridor Specific Plan*, *Southside Plan*) have enabled new mixed-use development in key commercial corridors. The City must attract and support neighborhood serving businesses to fill spaces in these areas in new buildings and in areas that are adjacent to those under development.
- The pending completion of new highway interchange at Route 80 and Gilman Street complements economic growth on the west side. A new 8-acre project at 600 Addison Street boasts nearly 500,000 square ft of purpose-built life science space, and a new zoning district (Manufacturing - Research and Development) will soon be established to facilitate the development of a 10-acre site from Gilman to Page Street on the site of the former Berkeley Forge and Tool and the Pacific Steel Casting Plant.
- Berkeley benefits from a very high concentration of incubators and co-working spaces that facilitate new business starts. It is anticipated that demand for co-working spaces, wet labs, and other high-quality office space in Downtown Berkeley and its adjacent corridors Telegraph and University Avenues will continue in the future. New zoning rules developed as part of the response to the "Keep Innovation in Berkeley" referral, and sharpened with feedback from individual founders, accelerator leaders, and real estate brokers serving Berkeley's innovation sector, will make it easier for small scale research & development (R&D) firms to get established throughout town. The new regulations are anticipated to go into effect in early 2025.
- Major investments in public art and public space are bearing fruit in the downtown, particularly at the Downtown Berkeley BART Plaza, currently showcasing contemporary sound pieces and outdoor performances; a rotating sculpture installation; and ongoing arts and cultural event programming. In addition, a rotating gallery "CUBE Space" in the city owned and operated Center Street parking garage showcases a number of local artists. Investments in the arts at the most prominent public plaza by the City and its partners continues annually.

The Office of Economic Development (OED) continues its economic development initiatives to support small, independently-owned businesses including: increasing support for businesses navigating the

permitting process; modifying the zoning ordinance to support small local businesses (twice), improving outreach & communications with small businesses via newsletters, establishing and expanding small business assistance and retention programs, and increasing marketing, technical assistance, and networking opportunities for locally-owned retail and services businesses. Taken together, these projects continue to make Berkeley a more attractive location for business, catalyze more development activity, and ultimately generate new business activity and employment opportunity in the growing economic sectors mentioned above.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

The greatest unmet skills and education needs may be among the City's unemployed, underemployed and low-income populations. There is still a strong need to provide relevant job skills training and employment opportunities for these populations.

The City of Berkeley features a population that is exceptionally well-educated. Seventy-nine percent of Berkeley's population (age 16 and up) has a bachelor's degree or more education, and a large portion of those without a bachelor's degree are probably students in the midst of earning one. Many Berkeley households have one or more members who is employed in a technology-related field in the Bay Area, which has grown rapidly over the past two decades. Berkeley continues to be home to a variety of start-ups.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

The City has contracted with workforce development programs to provide training, education, and job placement for low income, under-employed, and unemployed residents in addition to administering local hire policies and a youth employment program. The following programs are funded with General Funds from the City

- Inter-City Services (ICS) provides employment, training, and education to residents in Berkeley. ICS workforce development program prepares participants for high-tech careers through digital courses.
- Biotech Partners operates the Biotech Academy at Berkeley High School for students interested in exploring a career in biotechnology. Students complete a six to eight-week paid internship at a biotech company and learn job skills.
- The Bread Project provides job training and placement assistance for low/no-income individuals with multiple barriers to employment. They operate a social enterprise (wholesale bakery) that creates opportunities for trainees to obtain crucial on-the-job experience.
- Rising Sun Center for Opportunity, Opportunity Build program is a construction apprenticeship readiness program that offers intensive hands-on training along with a full year of job placement support and comprehensive wraparound services. Rising Sun also operates the California Youth Energy Services (CYES) program funded by the CA Public Utilities Commission, providing summer jobs for youth conducting residential energy audits.

- BANANAS operates the Berkeley LaunchPad program which provides support for new and launching Family Child Care home businesses in Berkeley, specifically targeting new business owners.
- YouthWorks is a youth development program utilizing youth employment and life skills training opportunities to build work experience and strengthen employability and help youth transition from childhood to adulthood. YouthWorks is committed to providing youth-centered opportunities for youth in our community that support entry to education and responsive training, life skills development, and success in jobs, careers, self-sufficiency, and adulthood. Priority focus is given to youth ages 14-25 who live in or attend a school in the City of Berkeley. Through key partnerships with Berkeley Unified School District, Berkeley City College, City of Berkeley departments and Community-based organizations, YouthWorks provides job placements through program practices aligned with research-based youth development principles. Youth-level outcomes include participant achievement in Learning Skills, Life Skills, Professionalism, Contribution and Sense of Self Care. Long-term impact achieved is that all youth and young adults in Berkeley; have proximity to education and responsive training, have the life skills necessary for self-sufficiency, achieve success in the workplace, their careers, and adulthood. In addition, the Berkeley community has; an engaged workforce and stronger employment for non-profits and city departments.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

No

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

The City participates in a number of regional economic development initiatives and strategies:

- East Bay Economic Development Alliance (EDA) is a next-generation, cross-sector membership organization dedicated to growing the economy from the inside out. Working with world-class companies, leading research institutions, passionate community organizations, small business leaders, and forward-thinking local government agencies that constitute the membership, East Bay EDA represents the collective identity of the East Bay and the special power of a fully functional regional partnership. The organization conducts research, outreach, and marketing to attract business investment to the region. Berkeley’s Office of Economic Development Manager is currently the chair of East Bay EDA’s Economic Development Director’s Council and helps shape knowledge sharing and programing for the two-county organization.
- Berkeley-Emeryville Bio is a collaboration of Berkeley and Emeryville to support and grow the cities’ biotechnology and medical research business cluster efforts that have paid off - Berkeley is experiencing substantial development of new programs and buildings that support the local bioscience industry. In addition to the incubators on University of California at Berkeley campus (as well as Bakar BioEnginuity hub, in the former Berkeley Art Museum space), West Berkeley,

near Emeryville, is becoming a second nexus of biotech innovation. In addition, the Berkeley Startup Cluster, a unique public-private sector partnership between University of California at Berkeley, Lawrence Berkeley National Laboratory, the City, the Berkeley Downtown Association and the Chamber, continues to advance its mission to make Berkeley a more vibrant place for startups to launch and grow.

Discussion

N/A

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

The City of Berkeley does not allocate funds on a geographic basis and does not have a HUD approved Neighborhood Revitalization Strategy Area. Funds are allocated to organizations that provide services to low income households and the homeless population.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

HUD regulations stipulate that the City should not allocate funds to an area of minority concentration unless certain conditions are met. Minority concentration is defined as when “the percentage of households in a particular racial or ethnic minority group is at least 20 percentage points higher than the percentage of that minority group for the housing market area, i.e. the Metropolitan Statistical Area (MSA) in which the proposed housing is to be located.”

The City of Berkeley is divided into the following neighborhoods: Central, Greater Downtown, North East, South, South East, and West (see “Berkeley Neighborhoods” map). Each neighborhood consists of several census tracts which is more reflective of the City’s areas for market purposes. See map below

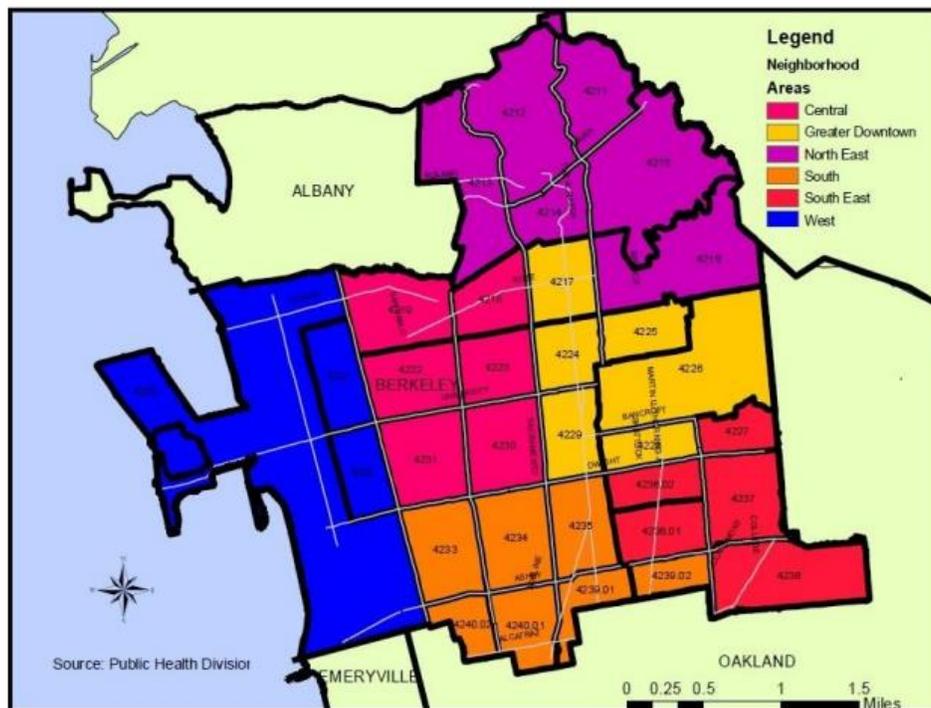


Figure 5 – Community Neighborhoods

The only area of Berkeley where any group is “overconcentrated”, meaning exceeding the Citywide percentage by 20 percentage points or more, is in the North East area of the City. There White residents exceed the number Citywide by 23 percentage points (75% compared to 52%). Since HUD’s definition

applies to “racial or ethnic minorities”, and the majority of Berkeley residents are White, no area of the City meets HUD’s definition of an overconcentration of racial or ethnic minorities.

The following map, created by the Metropolitan Transportation Commission for their Vital Signs project (<https://vitalsigns.mtc.ca.gov/indicators/poverty>) shows poverty rates by Census tract. The 5-year American Community Survey data from 2021 used to produce this map found that 27% of Berkeley residents had incomes below 200% of poverty. This is higher than Alameda County (20%) or the Bay Area as a whole (18%). The map shows that the area of Berkeley with the highest percentage of people experiencing poverty also overlaps with the University of California at Berkeley campus. It is likely that many of those included are students who are experiencing poverty temporarily while in school, or prior to a professional career.

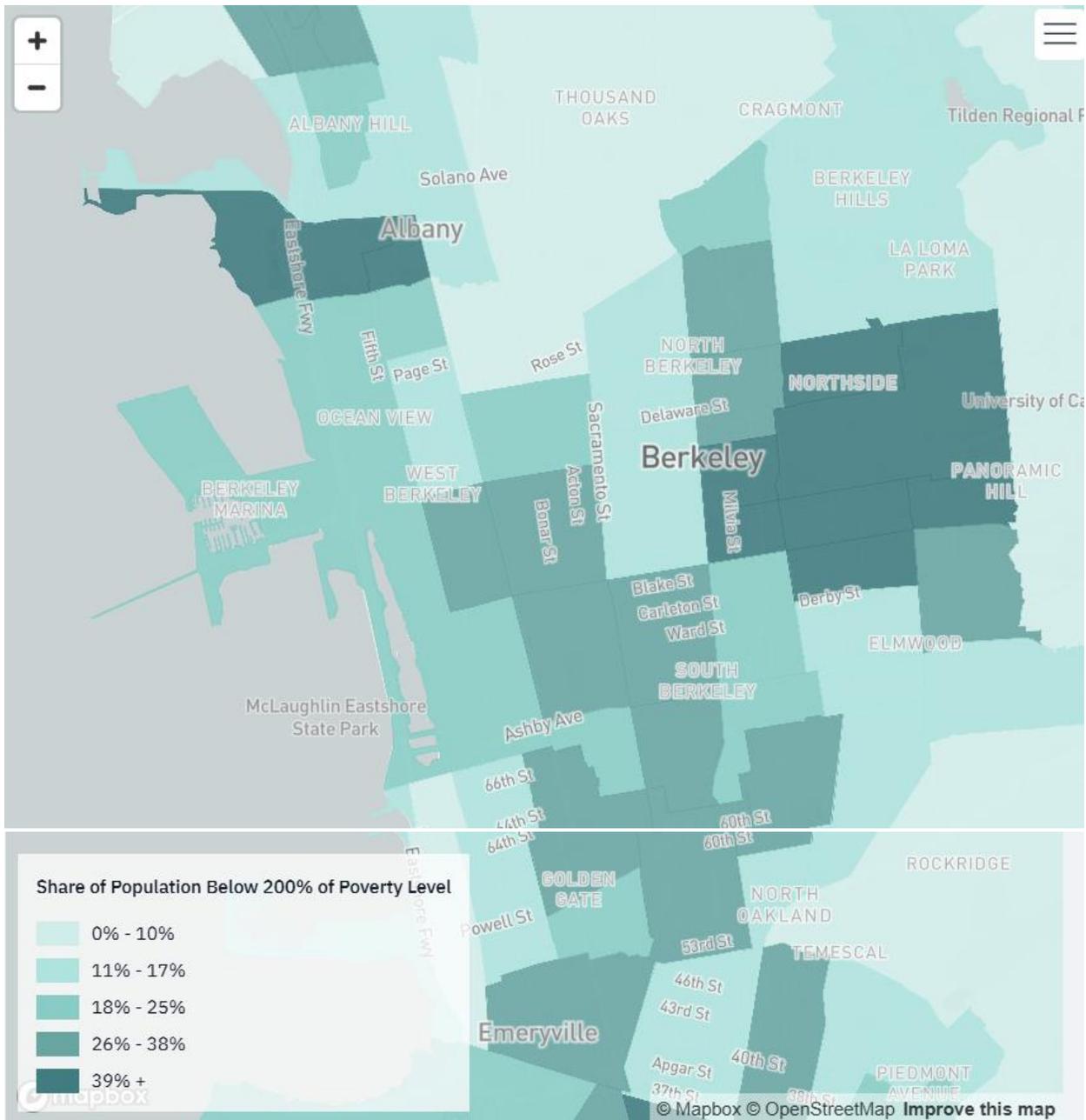


Figure 6 – Population Below Poverty Level

What are the characteristics of the market in these areas/neighborhoods?

There are no areas of overconcentration of racial and ethnic minorities in Berkeley. The Census tracts on the map above with the highest poverty rates are dominated by student rental housing and UC Berkeley property.

Are there any community assets in these areas/neighborhoods?

There are no areas of overconcentration of racial and ethnic minorities in Berkeley.

University of California at Berkeley is a major community asset in the highest poverty tracts above. All areas of Berkeley have community assets such as public parks and libraries, community and cultural organizations, and proximity to transit, jobs, and essential shopping.

Are there other strategic opportunities in any of these areas?

The City is working on many fronts to ensure the availability of services to all Berkeley residents.

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

The Internet contains a wealth of information, and the digital world is becoming increasingly important in today's society. The use of computers and the Internet are becoming increasingly important for full participation in America's economic, political, and social life. People are using the Internet to find lower prices for goods and services, work from home or start their own business, acquire new skills using distance learning, and make better informed decisions about their healthcare needs. Internet connectivity has demonstrated benefits for user in terms of health & safety, education attainment, economic opportunity, empowerment, and overall quality of life.

The City of Berkeley recognizes the importance of broadband connectivity for its residents. The City has developed a Broadband Infrastructure Master Plan to address the digital divide and specifically address identified gaps identified during research and development. This Plan explicitly works to address the digital divide by increasing high speed internet for low-income residents.

Berkeley's digital divide is significantly less extreme than that faced by cities in developing countries or rural locations, however the quality of Berkeley's broadband infrastructure can continue to be improved to meet the needs of the low-income community.

Beginning in 2018 the City of Berkeley has worked to develop a Broadband Infrastructure Master Plan. Based on community-level information gathered regarding needs and available assets, the Broadband Infrastructure Master Plan will develop a recommended network design to address user needs, identify gaps, and develop prioritized initiatives and projects, including recommendations for any revisions to existing City policies and practices. The investment in infrastructure will strengthen the City's communications and traffic infrastructure and increase the possibility of digital inclusion projects and smart city initiatives such as public WiFi. Currently all City building have public WiFi. Future developments are in progress.

A number of nonprofit and public agencies offer programming to increase digital utilization. Critically, the Berkeley Public Library offers free wireless at all of its five locations, a variety of digital literacy training classes, and laptops that can be borrowed through the Library's circulation desks.

Virtually every low- and moderate-income household and neighborhood in Berkeley could benefit from broadband wiring and connections. The State of California is in the process of collecting and mapping broadband data for the state. (<https://broadbandforall.cdt.ca.gov/progress-tracker/>).

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

It is important to have more than one broadband internet service provider because weak competition yields high prices for consumers and little pressure for companies to upgrade their networks to offer better service.

Economic competitiveness, which is achieved when existing businesses have lower business costs, provides more specialized inputs and talent, or higher productivity. High speed internet can contribute to business attraction, enabling existing small businesses to sell their products and services to a broader global market, retaining highly skilled residents who enjoy digital entertainment or require fast internet for professional purposes, and supporting sustainable job creation in fast-growing tech startups and other innovative, technology-supported businesses.

Having choices of internet services providers also allows consumers to determine who to patronize in accordance with the company's privacy protection policies and alignment with the consumer values. In addition, by having more than one internet providers consumers can compare prices and choose an internet plan that best meets their needs. For example, some service providers charge additional fees if a consumer exceeds an allocated download and upload usage. In sum, by having more competition the consumers will receive better, faster and affordable broadband.

Broadband for All (<https://broadbandforall.cdt.ca.gov/about/>) is the state's overarching program to close the digital divide and acknowledges that broadband adoption and training are essential components of digital literacy.

The Broadband for All Action Plan focuses on three main goals:

1. Increase use of high-speed internet at homes, schools, and libraries
2. Increase affordable internet services and devices
3. increase digital skills and training

The state's open-access middle-mile network will connect regions of the state to the global internet. Last-mile infrastructure projects funded by CA Public Utilities Commission (CPUC) grants will bring service to people's homes.

These projects use existing infrastructure where they can. This gets service to people as soon as possible. In many cases, communities will be able to work as planned with the California Public Utilities Commission. Where needed, the state will build new middle-mile capacity to shore up the network.

Broadband for All will give Berkeley communities:

- High-speed internet
- Affordable service and devices
- Training in digital skills
- Jobs and contracts

Through Broadband for All's Affordable Connectivity Program multiple broadband providers offer plans in Berkeley, which special rates and programs for lower income households.

(<https://broadbandforall.cdt.ca.gov/affordable-connectivity-program/>)

MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction's increased natural hazard risks associated with climate change.

The City updated its *Local Hazard Mitigation Plan* in 2024 (<https://berkeleyca.gov/safety-health/disaster-preparedness/local-hazard-mitigation-plan-update>) and has included hazard risks in this plan since 2014:

Flooding: Increases in the intensity and severity of rainfall events, leads to more frequent flooding. Sea level rise leads to rising groundwater, increasing flood risk.

Earthquakes – liquefaction: The United States Geological Survey predicts that sea level rise will lead to rising water tables. Higher water tables in turn increases the risk of liquefaction during earthquakes, as more soils become wet, sandy, or silty. This means as sea levels increases, liquefaction will be a concern for more areas in Berkeley.

Wildland – Urban Interface fires: In recent years, there have been longer and drier summer conditions leading to wildfires of greater frequency and duration. Increased drought conditions cause fuels to become extremely dry and more fire prone. Additionally, increased frequency in bouts of extreme weather, including low humidity and high winds associated with fire weather, extending fire season and with it the number of days Berkeley is in Red Flag Warning or Extreme Fire Weather status.

Extreme Heat: Projections indicate that the number of extreme heat days, warm nights, and heat waves will increase exponentially in the next few decades. In addition to this increased frequency and duration, heat waves are also expected to occur in months not typically associated with extreme heat. People who regularly struggle to afford energy bills, such as low-income and older fixed-income households, are especially sensitive to more intense extreme heat events and associated health risks, particularly if they live in homes with poor insulation and inefficient cooling systems.

Air quality: Human health is affected by increasing air pollution, affecting ozone and/or particulate matter. Scientists are also predicting that longer, hotter, and drier fire seasons will increase the risk of severe wildfires and exposures to wildfire smoke. While this can harm everyone's health, its impacts exacerbate long-standing health outcomes for low-income communities, older adults, people with disabilities or chronic diseases, outdoor workers, and children.

Rainfall-triggered landslide: More intense and varied weather conditions, including intense rainfall can contribute to landslides.

High wind: More intense and variable weather conditions (both wet and dry), including high wind.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

In 2014 the City adopted an earthquake retrofit ordinance, requiring owners to retrofit “soft story” buildings with a goal of making this older housing stock safer in case of an earthquake, and provided some grants to assist owners with these retrofits.

Disasters overwhelmingly impact low-income communities. For example, people with low incomes have had less opportunity for entry to housing and resources, increasing their susceptibility to these hazards. In the 2024 Local Hazard Mitigation Plan (LHMP), actions are considered for how to prioritize low-income communities. Further, the 2024 LHMP includes a list of mitigation actions for individuals and households that are designed to be approachable and available to a variety of circumstances.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The purpose of the Strategic Plan is to identify the priority needs of the City and describe strategies that the City will undertake to serve the priority needs. The Strategic Plan includes the following sections:

- Geographic Priorities
- Priority Needs
- Influence of Market Conditions
- Anticipated Resources
- Institutional Delivery Structure
- Goals
- Public Housing Accessibility and Involvement
- Barriers to Affordable Housing
- Homelessness Strategy
- Lead-based Paint Hazards
- Anti-Poverty Strategy
- Monitoring

SP-10 Geographic Priorities – 91.215 (a)(1)

Geographic Area

1	Area Name:	BERKELEY
	Area Type:	Local Target area
	Other Target Area Description:	N/A
	HUD Approval Date:	N/A
	% of Low/ Mod:	N/A
	Revital Type:	Housing
	Other Revital Description:	N/A
	Identify the neighborhood boundaries for this target area.	City-wide
	Include specific housing and commercial characteristics of this target area.	N/A
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	N/A
	Identify the needs in this target area.	N/A
	What are the opportunities for improvement in this target area?	N/A
	Are there barriers to improvement in this target area?	N/A

Table 49 - Geographic Priority Areas

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

The City of Berkeley is divided into the following neighborhoods: Central, Greater Downtown, Northeast, South, Southeast, and West (see "Berkeley Neighborhoods" map in section MA-50). However, the City does not allocate federal funds based on geography. It funds a variety of services targeting low-income and homeless people that are located in all parts of the jurisdiction.

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

1	Priority Need Name	Affordable Housing
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse Veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence
	Geographic Areas Affected	BERKELEY
	Associated Goals	Increase Affordable Housing Supply and Quality
	Description	Approximately 90 percent of the HOME funds and 50 percent of CDBG funding will be utilized for the affordable housing development and rehabilitation. This includes affordable multi-family housing funded through the City's Housing Trust Fund and single-family rehabilitation programs funded with CDBG.
	Basis for Relative Priority	As mentioned in the Needs Assessment Section, 53 percent of Berkeley households are considered "low income" per HUD definitions and 24 percent of the City as a whole has a severe cost burden of 50 percent or more of their income for housing. There is a strong need for more affordable housing options in the City. It is expected that federal funding will be allocated to these activities during the period covered by the consolidated plan.
2	Priority Need Name	Homelessness

	Priority Level	High
	Population	Extremely Low Low Families with Children Elderly Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse Veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth
	Geographic Areas Affected	BERKELEY
	Associated Goals	Provide Homeless Prevention Assistance, Shelter, Outreach and Rapid Rehousing Assistance
	Description	Approximately 90 percent of the ESG funds will be used for Rapid Re-Housing and Emergency Shelter operations. The remainder will be used to fund the Homeless Management Information System and for the administration of the program.
	Basis for Relative Priority	ESG funds are expected to be allocated to these activities during the period of the consolidated plan.
3	Priority Need Name	Non-Housing Community Development
	Priority Level	High
	Population	Extremely Low Low Large Families Families with Children Elderly Chronic Homelessness Individuals Mentally Ill Chronic Substance Abuse veterans Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development

Geographic Areas Affected	BERKELEY
Associated Goals	Improve Public Facilities and Public Services
Description	CDBG funds will be used for public facility improvements and public services. CDBG funding available each year will be used for 1) renovations to facilities operated by non-profits for homeless and other low-income populations and 2) public services such as homeless and fair housing services for low-income populations.
Basis for Relative Priority	Federal funds are expected to be allocated to these resources during the period of the consolidated plan.

Table 50 – Priority Needs Summary

Narrative (Optional)

The Consolidated Plan Section NA-05 through NA-50 provides detail on the priority needs in Berkeley.

SP-30 Influence of Market Conditions – 91.215 (b)

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	The City currently does not use HOME funds for TBRA but the City may consider it as an increasing number of Berkeley residents face a housing cost burden. As previously discussed, in total, a housing cost burden greater than 50 percent of income affects 9,270 households, with the majority of those comprised of rental households (7,220 rental and 2,050 homeowner).
TBRA for Non-Homeless Special Needs	The City does not currently use HOME funds for TBRA.
New Unit Production	The characteristics of Berkeley’s market that would substantiate the need for funding new affordable unit production include the cost of land, pre-development costs, cost of construction, and economic conditions including income/employment levels. HOME funds can be used in the development of new unit production for projects offering affordable housing at various levels.
Rehabilitation	<p>The City contains an old housing stock with more than 95 percent of all housing being over 30 years old and 86 percent over 50 years old. As the housing stock continues to age, the need for rehabilitation will increase. Other factors influencing the use of funds include economic conditions since it would affect whether property owners have the funds for repair. The expense of construction is also continuing to increase. Labor shortages continue, as documented annually by the National Association of Homebuilders, and recently increasing prices for imported materials make the Bay Area an expensive place to renovate.</p> <p>According to the February of 2024 NBC News article, “Forget a new bathroom, just fix the faucet: Consumers take a break from big home renovations,” states that homeowners are opting to make smaller improvements on their own due to rising costs. https://www.nbcnews.com/business/consumer/consumers-are-taking-break-big-home-renovations-projects-rcna140741</p>
Acquisition, including preservation	As economic conditions change and housing cost burdens increase, HOME and CDBG funds continue to be a possible source of gap financing for acquisition and preservation projects. Increasingly, the City is unable to use federal funds for these projects because affordable housing developers cannot take the time required to complete a NEPA prior to site acquisition due to intense market competition for sites.

Table 51 – Influence of Market Conditions

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

Introduction

Berkeley is an entitlement jurisdiction.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				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 & Community Improvements Public Services	2,593,026	74,520 (estimated)	115,000 (anticipated)	2,782,546 (estimated)	13,912,730 (estimated)	The majority of CDBG funds will be utilized for affordable housing development, facility, rental, and homeowner rehab, loan services, and public services.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	566,445.30	20,000	0 (anticipated)	586,445.30 (estimated)	2,932,226.50 (estimated)	The majority of HOME funds will be utilized for affordable housing development and rehabilitation.
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	227,452	0	220,000 (anticipated)	447,452 (estimated)	1,357,260 (estimated)	The majority of ESG funds will be utilized for rapid rehousing and emergency shelter operations.

Table 52 - Anticipated Resources

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

Many of the housing and community services programs described in the Consolidated Plan will continue to be delivered by nonprofit community-based organizations. The City contracts with a wide range of housing and service providers using CDBG, HOME, ESG, Community Services Block Grant (CSBG), General Fund, and other sources of funding. These organizations leverage significant financial and in-kind support from individual community members, foundations, and private organizations that help meet the needs identified in this plan.

In addition to leveraging at the individual agency level, the City has historically matched the investment of CDBG, HOME, and ESG dollars with the investment of General Funds and/or other local dollars. In PY24 over three quarters of the funding for community agency programs came from General Funds. The City anticipates using the majority of its HOME funds for multifamily residential new construction and rehabilitation. These types of projects virtually always require multiple sources of federal, state, and other funding, which project sponsors are able to leverage with a commitment of local funds, including HOME. The City will use local funds, such as those from the City's Measure O housing bond and mitigation fee revenue in the Housing Trust Fund, to ensure continued compliance with the HOME match requirements.

The City meets the dollar-for-dollar match requirements for the ESG program by allocating General Funds to various homeless services providers. Shelter programs alone receive over \$5.7 million in City General Funds each year.

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 City has long-term leases of City-owned property with non-profit organizations that address the needs identified. Programs operating in leased City-owned properties include:

- Dorothy Day House – a year-round and two emergency winter shelters and a daytime Community Resource Center;
- BOSS' Harrison House Shelter for unhoused men, women and families;
- BOSS' Sankofa House – emergency shelter for unhoused families;
- Women's Daytime Drop-In Center's Bridget House – transitional housing for homeless families;
- Women's Daytime Drop-in Center - a daytime center for unhoused women and children;
- Bay Area Community Services Pathways Stair Center – a year-round shelter for unhoused adults;
- Options Recovery Services – substance use treatment services; and
- LifeLong Medical Care/Berkeley Free Clinic – healthcare services for unhoused Berkeley residents.

The City also has long-term leases for affordable permanent housing at:

- Ocean View Gardens;

- UA Cooperative Housing;
- William Byron Rumford Senior Plaza; and
- The Hope Center and Berkeley Way.

The City is working closely with Bay Area Rapid Transit (BART) on the redevelopment of the Ashby and North Berkeley BART sites, which are projected to include affordable housing equivalent to at least 35-50% of the total units at each site. For the North Berkeley BART site, the City and BART selected a team of developers through a competitive process; three of which are nonprofit affordable housing developers. The first of the four proposed North Berkeley BART affordable housing projects is expected to start construction in late 2025. The City and BART are in the early planning stages for the Ashby site, and expect to select development teams within the next two years. In total the two sites are expected to create at least 1,500 new market rate and affordable housing units in Berkeley. Ocean View Gardens, an existing 63-unit multifamily affordable housing development, is undergoing substantial rehabilitation. In 2024, Orbach Affordable Housing Strategies (OAHS) acquired the property and secured tax credit and bond financing for the rehabilitation. OAHS assumed the City's ground lease, extending the affordability period to June 2089. No additional City funds were required for the rehabilitation of this property.

Discussion

N/A

SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Resources for Community Development	CHDO	Rental	Region
Berkeley Housing Authority	PHA	Public Housing	Jurisdiction
Bay Area Community Services	Non-profit organization	Homelessness	Region
Center for Independent Living	Non-profit organizations	Ownership Rental	Jurisdiction
City of Berkeley	Government	Economic Development Non-homeless special needs	Jurisdiction
Eden Housing for Hope and Opportunity (ECHO)	Non-profit organizations	Non-homeless special needs public services	Region
Rebuilding Together East Bay North	Non-profit organizations	Community Facility Improvements	Region
Satellite Affordable Housing Associates	CHDO	Rental	Region

Table 53 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

Due to past and ongoing efforts, the City of Berkeley has strong working relationships with other jurisdictions and public agencies in the delivery system. Examples of coordination and collaboration include:

- Membership in the EveryOne Home COC committees including the Leadership board by City of Berkeley staff, Berkeley community agencies, and public agencies across the county;
- Countywide coordinated planning and implementation of the Coordinated Entry System;
- Regular coordination meeting between Housing and Community Services Department and Planning Department staff;
- Joint development of outcomes to use in homeless program contracts by the Cities of Berkeley and Oakland, and several Alameda County agencies, starting in 2019; and

- Participation in a Countywide effort to address fair-housing practices.

Although there are needs for additional services and housing, no specific gaps in the delivery system have been identified. Many of the housing and community services programs described in the Consolidated Plan are delivered by nonprofit community-based organizations. The City contracts with a wide range of housing and service providers using CDBG, HOME, ESG, CSBG, General Fund, and other sources of funding. These organizations leverage significant financial and in-kind support from individual community members, foundations, and private organizations that help meet the needs identified in this plan.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X		
Legal Assistance	X		
Mortgage Assistance			
Rental Assistance	X	X	
Utilities Assistance	X		

Street Outreach Services			
Law Enforcement	X		
Mobile Clinics	X	X	
Other Street Outreach Services	X	X	

Supportive Services			
Alcohol & Drug Abuse	X	X	
Child Care	X		
Mainstream Benefit Advocacy and Assistance	X	X	
Education	X		
Employment and Employment Training	X	X	
Healthcare	X	X	
HIV/AIDS	X	X	X
Housing Navigation Services		X	
Life Skills	X	X	
Mental Health Counseling	X	X	
Tenancy Sustaining Services		X	
Transportation	X	X	

Other			

Table 54 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

Alameda County’s Continuum of Care (CoC) is comprised of three Consolidated Plan jurisdictions: the Cities of Berkeley and Oakland, and the Alameda County HOME Consortium. In PY21, the City endorsed the Alameda County Home Together 2026 Community Plan, a five-year strategic initiative, which guided the City’s FY25-28 Request for Proposal process. The Plan has four key goals:

- Prevent homelessness and other housing crises;
- Connect people to shelter and needed resources;
- Increase the variety of permanent housing solutions for homeless and high-risk households; and
- Strengthen coordination, communication, and capacity and use data to improve outcomes and track impacts.

Berkeley’s program portfolio allows it to serve households with various needs ranging from short term interim shelter to permanent supportive housing.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

The North County Coordinated Entry System Housing Resource Center (HRC) is located in Berkeley and serves people who are literally homeless in Berkeley, Albany, and Emeryville. The HRC, operated by Bay Area Community Services (BACS), conducts assessments using the standardized assessment tool and matches homeless eligible people to available services and resources including shelters and transitional housing, as well as a range of services to support people both before and after they are housed. A monthly case conference with homeless service agency partners provides a space to discuss individual cases and coordinate care and permanent housing opportunities based on needs and available resources.

The City invests approximately \$10.7 million annually in homeless services through community agency contracts funded by the City’s General Fund, two local tax measures - Measure P and U1, passed by voters, and federal funds. Funding for coordinated entry accounts for 22 percent of the City’s investment in homeless services while two percent supports drop-in centers and 33 percent supports emergency shelters. Supportive housing and case management account for six percent, transitional housing for three, rep payee and other services account for seven percent of the City’s homeless funding. The City also contributes eight percent to support homeless prevention grants. City dollars are overwhelmingly invested in emergency services that focus on addressing basic needs. With the implementation of the CES, HRCs prioritize serving people with the highest needs with the goal of

placing people in permanent housing as quickly as possible, but many more resources, particularly, permanent housing subsidies, are needed.

The North County HRC has conducted more than 1,000 crisis and housing assessments in the past two years. The City of Berkeley administers approximately 286 Shelter Plus Care vouchers. However, less than 20 vouchers turn over annually. While Berkeley has added three permanent housing projects in the past three years and a fourth project is expected to be ready for occupancy in June, the vast majority of chronically homeless people will not have connections to PSH vouchers or housing when they need them. California and national research show that the unhoused population is aging. Berkeley is working with Alameda County to identify resources and provide trainings to interim housing providers to be better prepared to serve this vulnerable population. However, these households tend to present with complex medical needs that require more advanced residential care, which is extremely limited in the region.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

In 2018 Berkeley voters passed Measure P, a ten-year transfer tax on high value real estate. Since 2018 Measure P generated approximately \$68,219,055. In November of 2024, Berkeley voters passed Measure W. Measure W will become effective January 2027 and will increase the transfer tax rates on high-value real estate transactions to generate an estimated \$2-4 million annually. Over the past six years, Berkeley City Council has allocated funds to expand shelter capacity including adding non-congregate shelter beds, adding employment and health care services for homeless people, funding an RV parking program, and additional rental assistance for households that are homeless or at-risk of becoming homelessness. Berkeley voters also passed a bond measure in November 2018 to raise \$135 million for affordable housing.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase Affordable Housing Supply and Quality	2025	2029	Affordable Housing	BERKELEY	Affordable Housing Outcome: Affordability Objective: Provide decent affordable housing	CDBG: \$6,598,185 HOME: \$2,639,003.85	Rental units constructed: 10 Household Housing Unit Rental units rehabilitated: 155 House Housing Units Homeowner Housing Rehabilitated: 75 Household Housing Unit
2	Improve Public & Community Facilities and Public Services	2025	2029	Non-Housing Community Development	BERKELEY	Non-Housing Community Development Outcome: Sustainability Objective: Create suitable living environments	CDBG: \$4,721,518	Public & Community Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2,500 Persons Assisted Public service activities other than Low/Moderate Income Housing Benefit: 1,850 Persons Assisted
3	Provide Homeless Prev., Shelter, and RRH	2025	2029	Homeless	BERKELEY	Homelessness Outcome: Sustainability Objective: Create suitable living environments	ESG: \$1,238,585.50 estimated	Tenant-based rental assistance / Rapid Rehousing: 50 Households Assisted Homeless Person Overnight Shelter: 340 Persons Assisted Other: 500 assisted

Table 55 – Goals Summary

Goal Descriptions

1	Goal Name	Increase Affordable Housing Supply and Quality
	Goal Description	CDBG and HOME funds will be used for affordable housing acquisition and rehabilitation, and single-family rehabilitation programs.
2	Goal Name	Improve Public Facilities and Public Services.
	Goal Description	CDBG funds will be used to rehabilitate public facilities and homeless and fair housing public services.
3	Goal Name	Provide Homeless Prev., Shelter, Outreach and RRH.
	Goal Description	ESG funds will be used to provide outreach services, emergency shelter and/or rapid re-Housing to literally homeless households.

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 91.315(b)(2)

The number of new affordable housing units created during the Consolidated Plan period will depend on the amount of HOME and CDBG funds available to the City, the availability of other sources of affordable housing development funding, and the cost of rehabilitating and constructing affordable housing in Berkeley. Generally, the City has experienced declining allocations of federal funding combined with rising costs of housing development and operation. Assuming an average of \$500,000 in HOME funds per year, a 5-year Consolidated Plan period, and the maximum allowable HOME subsidy per unit of \$252,994 per two-bedroom unit, the City will provide funding for at least 2 extremely low-income units and 8 low-income units in the Consolidated Plan period. This does not include the hundreds of previously created HOME and CDBG units which the City continues to monitor for compliance.

SP-50 Public Housing Accessibility and Involvement – 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

Not applicable.

Activities to Increase Resident Involvements

Not applicable.

Is the public housing agency designated as troubled under 24 CFR part 902?

No

Plan to remove the ‘troubled’ designation

Not applicable.

SP-55 Barriers to affordable housing – 91.215(h)

Barriers to Affordable Housing

To identify potential constraints to housing production, City staff analyzed the specific constraint categories as described in state law and discussed the City’s regulations with local developers. Planning and zoning regulations establish rules for how land may be used, thereby limiting the amount of development in a city. Although local ordinances and policies are typically adopted to protect the health, safety, and welfare of residents, they may have the consequence of creating constraints to the development of housing. This consequence may be intentional (as is the case with growth control ordinances) or unintentional (such as with certain zoning requirements).

As described in detail below, most constraints have been addressed by existing City programs. The development record and densities of approved projects are the best evidence that there are not significant constraints to housing production. However, housing policies have been designed to minimize potential constraints including: identification and consideration of options to revise the zoning regulations in lower and medium-density areas for infill developments, consideration of revisions to the accessory dwelling unit regulations, and continued improvement to the development review process.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

The following are considered potential constraints in Berkeley: accessory dwelling unit (ADU) requirements, infill development regulations and permit review process. Outlined below are strides the City has made, either through local initiative or by State direction, to lessen these constraints:

ADUs: The City will continue to implement Chapter 23.306 of the Berkeley Municipal Code to allow accessory dwelling units by right citywide. The City of Berkeley has revised its ADU ordinance multiple times since 2015 and City staff are planning to bring another round of changes in 2025 to bring the ordinance into compliance with new state law. In accordance with Program 30 in the 2023-2031 Housing Element Update, the City will further facilitate ADU production by:

- Prioritizing accessory dwelling unit permit applications
- Promoting ADU standards by including information on the City’s website and making fact sheets available at the City’s permit counter
- Providing one dedicated ADU planner to respond to questions and offering office hours and other educational programs for those interested in creating ADUs
- Monitoring ADU permit progress annually to ensure that anticipated RHNA progress is being met (average 75 ADUs or JADUs per year, or 600 units over eight years)

Infill Development: The City is currently in the process of amending the Zoning Code and applicable objective development standards to encourage and promote a mix of dwelling types and sizes, particularly infill and converted existing housing in high resource neighborhoods. Such efforts can be seen in the 2023-2031 Housing Element Update:

- Program 27 – Priority Development Areas (PDAs), Commercial and Transit Corridors: On May 14, 2021, the City was awarded an MTC/ABAG Priority Development Area (PDA) Planning Grant to develop a Specific Plan focused on increased housing opportunities within the City’s San Pablo

Avenue PDA. The total anticipated budget for the San Pablo Avenue Specific Plan is \$750,000. The PDA Planning Grant will go entirely towards the completion of that effort. The San Pablo Avenue Specific Plan effort began in June 2023 and the planning process is anticipated to take approximately two years to complete. The Draft Specific Plan and Addendum to the Housing Element Environmental Impact Report (EIR) are estimated to be completed by staff by early 2025, after which they will be submitted to the Planning Commission for review and recommendation by the middle of 2025, and to the City Council for review and adoption by the end of 2025. In 2024, the City also began working on a Corridor Upzoning Project, which seeks to upzone three priority commercial and transit corridors – North Shattuck, College, and Solano Avenues. The Commercial Corridor Zoning Update aims to establish a framework for augmenting housing capacity along these three corridors. This initiative will additionally set forth clear and objective development standards in compliance with state laws, reassessing the land uses and necessary permits in these areas to promote development along these vital corridors. The planning process is projected to span approximately two years. City staff anticipates finalizing the draft objective development standards by early 2026.

- Program 28 – BART Station Area Planning: The City of Berkeley received a 2019 Senate Bill 2 Planning Grant from the State, in the amount of \$310,000 to focus on preparation, adoption and implementation of zoning regulations that streamline housing approvals, and accelerate housing production at North Berkeley BART and Ashby BART stations. More specifically, funds will be used to develop transit-oriented development (TOD) zoning regulations that facilitate the development of affordable housing. This project was initiated by Jerry Brown signing Assembly Bill 2923, State legislation that requires rezoning of the North Berkeley and Ashby BART parking lots to accommodate high-density, transit-oriented development. The Final Environmental Impact Report (EIR) for the project was completed in March 2022. In June 2022, in accordance with AB 2923, the Berkeley City Council adopted a new Chapter 23.202.150 in the Zoning Ordinance adding a "Residential - BART Mixed Use (R-BMU)" zoning district to govern development at the North Berkeley and Ashby BART stations. On February 16, 2024, North Berkeley BART housing project application was submitted for streamlined entitlement pursuant to AB 2011. The proposed project will include 739 units, more than half of which will be available at affordable levels. The City is currently negotiating air rights for the Ashby BART station site.
- Program 29 – Middle Housing: City Council stated, via a 2021 Resolution and a 2019 referral, its desire to review, research and consider rezoning of lower density residential districts to allow for more dense housing. This resolution and referral align with the proposed programs in the Housing Element and the Housing Element EIR assess 770 additional units distributed throughout the R-1 and R-1A districts. Staff have presented preliminary development standards to City Council, Planning Commission, and the Zoning Ordinance Revision Project (ZORP) subcommittees, and presented a draft ordinance for Middle Housing to the Planning Commission on November 1, 2023 and again on February 7, 2024. Upon receiving further direction and recommendation from the Planning Commission, staff presented to City Council on July 23, 2024, received additional direction on the project and plan to return to the Council with a final recommended zoning ordinance and zoning map changes within the next year.

Two other projects are recently completed and currently underway respectively, which will both serve to lessen constraints on infill development.

- Southside Zoning Ordinance Update: In response to six referrals from the City Council to the City Manager supporting increased housing in the Southside Plan Area, recognizing the need for more student housing near campus to alleviate student housing pressure elsewhere in the City, the City adopted amendments to the Berkeley Municipal Code Title 23 (Zoning Ordinance to increase residential development potential in the Southside Plan Area. Adopted on December 12, 2023, these amendments modified development standards near campus to facilitate and streamline housing development. Development projections for this project and all reasonably foreseeable growth resulting from development contemplated by the City's updated Housing Element and the University of California Berkeley's Long-Range Development Plan were analyzed in the Environmental Impact Report (EIR) for the 2023-2031 Housing Element Update ("Housing Element Update EIR"), which was certified by the City Council on January 18, 2023. The proposed project has the potential add 2,650 new units in the Southside.
- Affordable Housing Requirements: The City has engaged Street Level Advisors to analyze and recommend updates to the City's policies pertaining to affordable housing requirements for new market rate residential developments. The City is exploring transitioning its affordable housing mitigation fee requirements to an inclusionary housing requirement to stimulate the development of below market rate units to assist Berkeley to meet its Regional Housing Needs Allocation (RHNA) targets for very-low and low- income households. It will also provide developers the opportunity to contribute in-lieu fees to support affordable housing development via the City's Housing Trust Fund. City Council conducted a work session on May 18, 2021, to discuss and provide input on draft policy recommendations. The City's Planning Commission and Housing Advisory Commission provided comments and recommendations to the proposed ordinance revisions in Spring 2022. Staff anticipates bringing the item back to the Planning Commission and/or the Housing Advisory Commission by the end of 2024.

Permitting Process: The permit process in Berkeley may be considered a constraint to housing production, although based on the amount of affordable and market-rate development that has been approved and the density of those projects, it does not appear to have deterred new development. However, Program 34 of the 2023-2031 Housing Element calls for the City to continue to improve and streamline the development review process and to evaluate regulations to identify and reduce unnecessary impediments to housing development and affordable housing projects. The City plans to update its Planning and Building technology systems, including digital permitting software and inspections software, so that all applications and processes are online, which will reduce time and cost for the applicant and the City.

To provide additional transparency regarding project permit status, the City will maintain its permit tracking software so that permit status and completeness determination are available publicly and kept up-to-date.

In August 2022, for applications where a California Environmental Quality Act (CEQA) exemption or other form of CEQA environmental review is recommended to the decision-making body, the City has revised and implemented a new Application Completeness template to inform applicants of their applicable CEQA pathway, including whether the project meets the criteria for Categorical Exemption or requires additional analysis to determine the level of CEQA review needed. The letter states that staff will recommend the level of CEQA review for the project within 30 days of the application being deemed complete.

In addition, the City will analyze and develop permitting processes that seek to reduce entitlement and permit processing time, increase certainty for applicants by removing subjective judgements from project approvals, and reduce administrative costs and burden associated with qualitative justifications for discretionary review. Ordinance amendments include increasing the thresholds for discretionary review and eliminating post entitlement hearings, such as a Final Design Review.

SP-60 Homelessness Strategy – 91.215(d)

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The North County HRC is focused on single adults who are literally homeless in Berkeley, Emeryville, and Albany. The staff at the North County HRC work in close partnership with Berkeley homeless service partners who provide a range of services including shelter, transitional housing, SSI advocacy, primary care, mental health and alcohol and other drug services, and drop-in services.

HRC staff conduct assessments through 211 referrals, during HRC drop-in hours, and at regularly scheduled service partner locations. Additionally, assessments are conducted on the streets, in parks and at encampments throughout Berkeley with the goal of identifying individual needs and matching them to appropriate and available resources including physical and mental health services, housing navigation services, shelter, transitional housing programs, addiction services, and SSI. Services providers are focused on removing barriers and quickly moving people into permanent housing. Housing navigators support participants in a variety of ways from housing problem solving to, assisting with identification documents to housing search activities. The HRC outreach team partners with multiple street outreach teams including, the City's Homeless Response Team, LifeLong Medical Care Street Medicine, Options Mobile Encampment Wellness Center and University of California Berkeley's Outreach staff.

Addressing the emergency and transitional housing needs of homeless persons

The HRC assesses people to determine needs and appropriate and available resources. Initial conversations are geared towards housing problem solving with the goal of reconnecting people with housed friends or family. In some cases, these conversations are supported with one-time limited financial assistance. The HRC is the entry point into emergency shelter, transitional housing, rapid rehousing financial assistance, and will provide housing search assistance and other housing supports. On a daily basis, HRC staff identify the number of shelter and transitional housing beds available and reach out to people who have been assessed and have expressed interest in shelter to fill the beds. Additionally, depending on the need and availability of shelter beds, the HRC will support medically fragile people who are working with housing navigators or partnering agency case managers with short-term motel stays when a more permanent housing placement is imminent. HRC will also make referrals through this front door to other existing services in the community, such as medical services, alcohol and other drug treatment programs, and SSI advocacy.

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.

The intake and assessment process assist HRC staff in understanding an individual's level of need and the level of assistance needed. The goal of this process is to ensure people are matched as quickly as possible to the appropriate amount of assistance needed to end their homelessness (typically rapid rehousing) and reserve the costliest interventions (permanent supportive and transitional housing) for those with the highest needs and greatest barriers.

Additionally, staff can utilize small amounts of one-time flexible funds to support people's successful transition to these opportunities. Staff utilizes rapid rehousing funds to quickly move people into housing. This typically includes paying the security deposit and approximately nine months of rental assistance; the monthly subsidy decreases over the nine-month period. Due to the exorbitant rental prices in the Bay Area, HRC staff have incorporated larger units in their portfolio. This has allowed people with limited income and a willingness to share housing more opportunities to be permanently housed.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

The City funds a Housing Retention Program. The Program provides financial assistance to cover past-due rent, and in some cases utility arrears and/or short-term rental assistance to low-income Berkeley residents. This program aims to prevent evictions by addressing immediate financial burdens through rental assistance payments. The program provides direct payments to landlords and utility providers, ensuring they remain housed.

Low-income households in Berkeley at risk of homelessness and being discharged from institutions will benefit from the groundwork laid by the Alameda County-wide Homeless Continuum of Care (CoC). The CoC's discharge planning efforts are summarized below.

Health Care: The Alameda County-wide Continuum of Care (CoC) provides several programs to ensure people returning from mental and physical health institutions receive appropriate supportive housing. Persons are not routinely discharged from health care facilities into homelessness, and the CoC worked with a variety of health care institutions to reduce discharges into literal homelessness. California enacted Senate Bill (SB) 1152 that outlines requirements of hospitals and emergency departments related to the care and discharge of homeless patients, leading the County and hospitals to establish several medical respite/recuperative care programs for homeless patients exiting emergency departments and hospitals and a locally funded housing subsidy pool to provide permanent housing subsidies for high priority homeless patients in Skilled Nursing Facilities and hospitals. Alameda County actively participates in a Medicaid waiver program focused on expanding resources and collaboration among health and housing providers to address homelessness, which has been expanded with the implementation of CalAIM. The CoC continues to implement a homelessness prevention/rapid rehousing fund, that helps hospitalized patients pay their rent so they don't lose their housing or helps them obtain housing upon exit from the facility.

Mental Health: The CoC works with Housing Services Office of Behavioral Health Care Services (BHCS) to improve discharge planning from mental health facilities. To that end, the Housing Services Office, with

coordination by the CoC created a homelessness prevention/rapid re-housing fund, modeled after and delivered in partnership with the Homeless Prevention and Rapid Re-Housing Program. The fund has been used to help hospitalized persons continue to pay rent so units are not lost, or to obtain units upon exit from the facility. The CoC worked with permanent supportive housing providers to develop protocols allowing tenants hospitalized for more than 30 days to retain their units. The CoC and the Housing Services Office trained staff on how to assess patients' housing needs and assist in resolving them as part of discharge planning, utilizing the Office's centralized housing resource database and webpage. BHCS also contracts for dedicated emergency hotel beds for use while ACT teams work on locating permanent housing. BHCS also pays subsidies for licensed residential care facilities to which people routinely exit and expanded this program over the past year. BHCS is also working on a new crisis and transitional residential program for homeless individuals with a serious mental illness.

SP-65 Lead based paint Hazards – 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

While lead-based paint was banned in 1978 by the U.S. Consumer Product Safety Commission (CPSC), it is still a significant problem in cities where the housing stock is relatively old and built before the ban. In Berkeley, over 90 percent of the housing stock was built before 1979.

The City of Berkeley Childhood Lead Poisoning Prevention Program collaborates with the Berkeley Health, Housing & Community Services Department's Registered Environmental Health Specialist on responding to resident inquiries on housing lead concerns. Berkeley's program provides education, information, and resources through community outreach events and presentations to parenting/family groups, community organizations, and health education and resource fairs. From July 2022-June 2024, Berkeley's CLPPP staff provided outreach, education and resource/referrals to 1,801 people.

The Alameda County Healthy Homes Department (ACHHD) works collaboratively with the City to promote comprehensive lead safety, provide technical consultations, training and education to the public, property owners and renovators by working in community and stakeholders' collaborations to leverage existing resources, develop infrastructures and promote system change to provide coordinated, cost-effective support for healthy housing.

ACHHD's proactive healthy homes strategy is the incorporation of a lead visual assessment on all homes where staff is conducting a site visit (in person), regardless of reason for the initial point of entry. This strategy is a proactive primary prevention approach that increases the number of homes where a lead assessment is done. These services are funded by the local County Service Area (CSA) service charge for owners of pre-1978 properties in Berkeley.

ACHHD has re-established the In-Home Lead Safety Consultation among their services and since last year they have completed nearly 30 In-Home Consultations at Berkeley properties.

How are the actions listed above related to the extent of lead poisoning and hazards?

The City's old housing stock increases the risk of lead-based paint hazard. Approximately 87 percent of renter-occupied units are built before 1980. For owner-occupied units, the figure is 94 percent. There have been years of education and assistance to the public but the City does not know the extent of lead poisoning and hazards. The City will continue to act as necessary to reduce lead-based paint hazards as required by HUD regulations.

How are the actions listed above integrated into housing policies and procedures?

All participants of the City's Housing Choice Voucher Program and prospective tenants of a pre-1978 residential building are required to receive a copy of the EPA booklet entitled "Protect Your Family From Lead in Your Home." Landlords must also provide a disclosure form for the tenants to sign that informs them either of any known lead-based paint the property or that no testing has been done. The Alameda County Lead Poisoning Prevention Program also provides information to property owners, realtors, and

contractors. The actions above will also assist the City in meeting its policy of encouraging housing types that are environmentally and chemically safe, a policy of the City of Berkeley Housing Element.

Additionally, ACCHD is increasing outreach throughout Alameda County through social media platforms, newspapers, radio, tv, e-mails, literature distribution to include program services brochures in permit offices, hardware stores, paint stores, and venues visited by homeowners and rental housing providers. ACCHD also provides and continuously updates video library on multiple lead safety and healthy housing topics on the ACHHD website and provide RRP training slots to property owners/rental property owners or their designees in Berkeley. ACHHD has the capacity, knowledge and expertise to conduct healthy housing assessments and provide technical assistance to residents living in Berkeley Housing Authority housing units. ACCHD responds to complaints related to lead and moisture conditions as requested by Berkeley Housing Authority and Rental Housing Safety Program with a contracted MOU as well as conduct healthy housing assessments in Berkeley Housing Authority housing units and Rental Housing Safety Inspection programs. ACCHD provides technical assistance to the local jurisdictions on proactive rental inspections for lead hazards and reactive inspection programs under new state mandate (AB 838) as well as provide training opportunities to code enforcement officers in regard to State and EPA lead safety rules.

SP-70 Anti-Poverty Strategy – 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The City funds a wide variety of social service programs designed to assist households with poverty level incomes. These programs include childcare and a range of services for special needs populations, which are outlined in other sections of this Consolidated Plan. This section will highlight the City's strategies to increase livable wage employment opportunities by supporting related community services and working with public and private regional partners. Strategies include:

- Funding and refinement of anti-poverty programs provided by community-based organizations and by the City. Federally funded community agency contracts are outlined in the Annual Action Plan.
- Continuing implementation of the City of Berkeley's Living Wage Ordinance.
- Coordinating job placement to benefit Berkeley residents in the construction trades.
- Supporting community agencies that provide employment training and placement opportunities to people experiencing homelessness.

The City has contracted with workforce development programs to provide training, education, and job placement for low income, under-employed, and unemployed residents in addition to administering local hire policies and a youth employment program. The following programs are funded with General Funds from the City:

- Inter-City Services (ICS) provides employment, training, and education to residents in Berkeley. ICS workforce development program prepares participants for high-tech careers through digital courses.
- Biotech Partners operates the Biotech Academy at Berkeley High School for students interested in exploring a career in biotechnology. Students complete a six to eight-week paid internship at a biotech company and learn job skills.
- The Bread Project provides job training and placement assistance for low/no-income individuals with multiple barriers to employment. They operate a social enterprise (wholesale bakery) that creates opportunities for trainees to obtain crucial on-the-job experience.
- Rising Sun Center for Opportunity, Opportunity Build program is a construction apprenticeship readiness program that offers intensive hands-on training along with a full year of job placement support and comprehensive wraparound services. Rising Sun also operates the California Youth Energy Services (CYES) program funded by the CA Public Utilities Commission, providing summer jobs for youth conducting residential energy audits.
- BANANAS operates the Berkeley LaunchPad program which provides support for new and launching Family Child Care home businesses in Berkeley, specifically targeting new business owners.

The City's anti-poverty strategy continues to be closely tied to the funding of approximately 50 community agencies to provide services as described above to enable people in poverty to attain self-sufficiency, support at-risk youth to succeed in school and graduate, and protect the health and safety of

low-income people. The City also funds anti-poverty programs with general funds for job training and creation/job placement agencies.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

The City will undertake the following additional actions to reduce poverty which are coordinated with this Consolidated Plan:

- Continuing the City's Local Hire policies which include the Community Workforce Agreement (CWA) between the City of Berkeley and the Building trades (created in 2011) which applies to publicly funded construction projects estimated at \$500,000 or above, and, the First Source local hiring policy which applies to both public infrastructure projects estimated between \$100,000 - \$499,999 and private development over 7,500 square feet. These policies work towards creating a pathway into building and construction trades jobs for Berkeley residents.
- In 2023, the City adopted an ordinance, Helping Achieve Responsible Development with Healthcare and Apprenticeship Training Standards (HARD HATS), which applies to any private development of 50,000 square feet or more of floor area. The ordinance requires that contractors participate in California state-registered apprenticeship program and provide healthcare to covered construction workers.
- YouthWorks is a youth development program utilizing youth employment and life skills training opportunities to build work experience and strengthen employability and help youth transition from childhood to adulthood. YouthWorks is committed to providing youth-centered opportunities for youth in our community that support entry to education and responsive training, life skills development, and success in jobs, careers, self-sufficiency, and adulthood. Priority focus is given to youth ages 14-25 who live in or attend a school in the City of Berkeley. Through key partnerships with Berkeley Unified School District, Berkeley City College, City of Berkeley departments and Community-based organizations, YouthWorks provides job placements through program practices aligned with research-based youth development principles. Youth-level outcomes include participant achievement in Learning Skills, Life Skills, Professionalism, Contribution and Sense of Self Care. Long-term impact achieved is that all youth and young adults in Berkeley; have proximity to education and responsive training, have the life skills necessary for self-sufficiency, achieve success in the workplace, their careers, and adulthood. In addition, the Berkeley community has; an engaged workforce and stronger employment for non-profits and city departments.

SP-80 Monitoring – 91.230

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

City staff monitor approximately 50 community agency services contracts. Contracts include CDBG, CSBG, ESG, General and other Local Funds, and state funding. The City requires outcome reporting for all agency contracts, and both staff and citizen commissions draw on performance outcomes during the Request for Proposal (RFP) process to make funding recommendations to City Council. Monitoring staff review and invoices, program and expense reports on a quarterly basis. On-site monitoring visit frequency is determined by an Agency Risk Assessment tool based on type and amount of funding, and concerns related to program delivery or fiscal and accounting systems. Monitoring staff works with the agencies to resolve findings or other problems that may keep an organization from meeting its contractual obligations.

The City's community facility contracts with agencies, passes on all obligated federal requirements. Staff supplies Wage Decisions at bid notice, reviews bid language, general contractor selection, contracts between the agency and the contractor, to ensure that all local and federal requirements are passed on; holds pre-construction conferences to review all federal requirements and solicit information related to subcontractors, salaries and wages and timeline to makes site visits to monitor performance, and interview workers using Record of Employee Interview form (HUD 11) required for Davis Bacon monitoring.

City staff monitors affordable housing developments funded by the Housing Trust Fund (HTF) to ensure ongoing compliance with federal regulations under HOME and CDBG, and other local requirements. The City's HTF Program pools funds from various sources including: HOME, CDBG, affordable housing mitigation fees, affordable housing in-lieu fees, commercial linkage fees, and condominium conversion fees. The City provides loans to qualified nonprofit developers, and incorporates federal and local requirements into deed restrictions.

City staff also monitors the City's below market rate (BMR) program to ensure property owners are compliant with the City's BMR affordability requirements. The BMR program provides deed restricted affordable units within residential market rate rental housing developments. The City monitors an affordable housing portfolio consisting of 56 HTF rental properties and 49 BMR rental properties. Of the 56 HTF properties, 18 are HOME-assisted projects within an active HOME compliance period. The City is involved in monitoring funded developments during construction as described in the 2020-2025 Consolidated Plan. Individual projects require varying degrees of City staff involvement depending upon the following variables: project size; complexity of the construction activity; type of sponsor, and subrecipient development expertise and process. If a subrecipient or developer/owner is new or is inexperienced with construction management, the City staff may play a substantive role in managing its initial construction activities. City staff involvement in the construction process can be intensive, moderate, or minimal. The level selected depends on how much responsibility the City staff relinquishes to the property developer/owner, subrecipient, and/or general contractor.

Expected Resources

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

Introduction

Berkeley is an entitlement jurisdiction.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				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	2,593,026	74,520 (estimated)	115,000 (anticipated)	2,782,546 (estimated)	13,912,730 (estimated)	See below
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	566,445.30	20,000	0 (anticipated)	586,445.30 (estimated)	2,932,226.50 (estimated)	See below
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	227,452	0	220,000 (anticipated)	447,452 (estimated)	1,357,260 (estimated)	See below

Table 56 - 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

Many of the housing and community services programs described in the Consolidated Plan will continue to be delivered by nonprofit community-based organizations. The City contracts with a wide range of housing and service providers using CDBG, HOME, ESG, Community Services Block Grant (CSBG), General Fund, and other sources of funding. These organizations leverage significant financial and in-kind support from individual community members, foundations, and private organizations that help meet the needs identified in this plan.

In addition to leveraging at the individual agency level, the City has historically matched the investment of CDBG, HOME, and ESG dollars with the investment of General Funds. In PY24 over three quarters of the funding for community agency programs came from General Funds. The City anticipates using all of its HOME funds for multifamily residential new construction and rehabilitation. These types of projects virtually always require multiple sources of federal, state, and other funding, which project sponsors are able to leverage with a commitment of local funds, including HOME. The City will use local funds, such as those from the City's Measure O housing bond and mitigation fee revenue in the Housing Trust Fund to ensure continued compliance with the HOME match requirements. The City meets the dollar-for-dollar match requirements for the ESG program by allocating General Funds to various homeless services providers. Shelter programs alone receive over \$348,489 in City General Funds each year.

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 City has long-term leases of City-owned property with non-profit organizations that address the needs identified. Programs operating in leased City-owned properties include:

- Dorothy Day House – a year-round and two emergency winter shelters and a daytime Community Resource Center;
- BOSS' Harrison House Shelter for unhoused men, women and families;
- BOSS' Sankofa House – emergency shelter for unhoused families;
- Women's Daytime Drop-In Center's Bridget House – transitional housing for homeless families;
- Women's Daytime Drop-in Center - a daytime center for unhoused women and children;
- Bay Area Community Services Pathways Stair Center – a year-round shelter for unhoused adults;
- Options Recovery Services – substance use treatment services; and
- LifeLong Medical Care/Berkeley Free Clinic – healthcare services for unhoused Berkeley residents.

The City also has long-term leases for affordable permanent housing at:

- Ocean View Gardens;
- UA Cooperative Housing;

- William Byron Rumford Senior Plaza; and
- The Hope Center and Berkeley Way.

The City is working closely with Bay Area Rapid Transit (BART) on the redevelopment of the Ashby and North Berkeley BART sites, which are projected to include affordable housing equivalent to at least 35-50% of the total units at each site. For the North Berkeley BART site, the City and BART selected a team of developers through a competitive process; three of which are nonprofit affordable housing developers. The first of the four proposed North Berkeley BART affordable housing projects is expected to start construction in late 2025. The City and BART are in the early planning stages for the Ashby site, and expect to select development teams within the next two years. In total the two sites are expected to create at least 1,500 new market rate and affordable housing units in Berkeley. Ocean View Gardens, an existing 63-unit multifamily affordable housing development, is undergoing substantial rehabilitation. In 2024, Orbach Affordable Housing Strategies (OAHS) acquired the property and secured tax credit and bond financing for the rehabilitation. OAHS assumed the City's ground lease, extending the affordability period until June 2089. No City funds were required to complete the rehabilitation.

Discussion

N/A

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	Increase Affordable Housing Supply and Quality	2025	2029	Affordable Housing	BERKELEY	Affordable Housing	CDBG: \$1,319,637 HOME: \$527,801.78	Rental units constructed: 2 Household Housing Unit Rental units rehabilitated: 77 Household Housing Unit Homeowner Housing Rehabilitated: 15 Household Housing Unit
2	Improve Public & Community Facilities and Public Services	2025	2029	Non-Housing Community Development	BERKELEY	Non-Housing Community Development	CDBG: \$944,304	Public & Community Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted Public service activities other than Low/Moderate Income Housing Benefit: 370 Persons Assisted
3	Provide Homeless Prev., Shelter, and RRH	2025	2029	Homeless	BERKELEY	Homelessness	ESG: \$423,717	Tenant-based rental assistance / Rapid Rehousing: 10 Households Assisted (plus additional served with earlier unused funds) Homeless Person Overnight Shelter: 68 Persons Assisted Other: 100 assisted

Table 57 – Goals Summary

Goal Descriptions

1	Goal Name	Increase Affordable Housing Supply and Quality.
	Goal Description	CDBG and HOME funds will be used for affordable housing acquisition and rehabilitation, and single-family rehabilitation programs.
2	Goal Name	Improve Public Facilities and Public Services.
	Goal Description	CDBG funds will be used to rehabilitate public facilities and homeless and fair housing public services.
3	Goal Name	Provide Homeless Prev., Shelter, Outreach and RRH.
	Goal Description	ESG funds will be used to provide outreach, services emergency shelter and/or rapid re-Housing to literally homeless households.

Projects

AP-35 Projects – 91.220(d)

Introduction

With its CDBG, HOME, and ESG funds, the City of Berkeley will fund eligible projects in the following categories: housing development, rehabilitation and services projects, public services, public/community facility improvement projects, emergency shelter grant programs, program planning and administration, and the Housing Trust Fund.

Projects

#	Project Name
1	City of Berkeley Planning and Administration
2	Housing Loan Services
3	Single Family Rehabilitation Programs
4	Housing Trust Fund
5	Public Service
6	Community Facility Rehabilitation
7	ESG25-Berkeley-Emergency Shelter, Rapid Rehousing and HMIS Activities

Table 58 – Project Information

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

See sections NA and MA of the Consolidated Plan.

AP-38 Project Summary

Project Summary Information

1	Project Name	City of Berkeley Planning and Administration
	Target Area	BERKELEY
	Goals Supported	Increase Affordable Housing Supply and Quality Improve Public Facilities and Public Services Provide Homeless Prev., Shelter, Outreach and RRH
	Needs Addressed	Affordable Housing Homelessness Non-Housing Community Development
	Funding	CDBG: \$518,605 HOME: \$58,644.53
	Description	The project will fund City staff to plan and administer CDBG and HOME projects. HOME Admin based on projected entitlement is 10%.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Citywide.
	Planned Activities	Information about the planned activities is included in Section AP-38 Project Summaries.
2	Project Name	Housing Loan Services
	Target Area	BERKELEY
	Goals Supported	Increase Affordable Housing Supply and Quality
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$77,009.00
	Description	City staff provide loan services to support single family rehabilitation, housing trust fund projects, and other federally funded housing related activities.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The project will serve approximately 180 active housing rehabilitation loans.
	Location Description	Various locations within the City of Berkeley.
	Planned Activities	Services provided under this project will include accounting, processing loan payments and loan payoff demands, deeds of reconveyance, lien releases and loan subordination requests, collections, personal financial analysis, and structuring of temporary repayment agreements.
3	Project Name	Single Family Rehabilitation Programs
	Target Area	BERKELEY
	Goals Supported	Increase Affordable Housing Supply and Quality

	Needs Addressed	Affordable Housing
	Funding	CDBG: \$705,453
	Description	Activities related to single family rehabilitation efforts will be funded under this project. These home rehabilitation projects will cover health and safety improvements and ADA improvements such as the installation of ramps/lifts for low-income homeowners and renters.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The project will benefit an estimated 19 low-income households annually.
	Location Description	Various locations within the City of Berkeley.
	Planned Activities	Activities include health and safety, ADA improvements, and efficiency improvements. CIL's program removes barriers to housing for 13 low-income, disabled residents by installing ramps, lifts and making other interior and exterior modifications to ensure easy entry of their homes. City staff collaborate with seniors and/or individuals with disability homeowners in providing an estimated six deferred interest free loans annually through the Senior & Disabled Home Rehabilitation Loan Program.
4	Project Name	Housing Trust Fund
	Target Area	BERKELEY
	Goals Supported	Increase Affordable Housing Supply and Quality
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$537,175 HOME: \$527,800.77
	Description	Activities that provide funding for City staff in support of projects funded with City of Berkeley Housing Trust Fund dollars, includes funding for projects and CHDO operating funds.
	Target Date	6/30/2026

<p>Estimate the number and type of families that will benefit from the proposed activities</p>	<p>10 units (households) will be directly supported with federal funding during the 5-year Consolidated Plan period, for an average of 2 per year. During the same time period, staff will also support the development of an additional 559 units with local funding. The proposed new construction housing includes units for seniors and formerly homeless households.</p> <p>A total of 199 low-income housing units will be rehabilitated under the City’s Housing Trust Fund (HTF) program, including two (2) existing housing projects (65 units/rooms) and four (4) new rehabilitation projects which would add 134 units to the City’s existing affordable housing portfolio.</p> <p>The City is in the final stages of rehabilitation during PY24/FY25 for an additional 49 low-income housing units will be rehabilitated at Rosewood Manor (35 units) and Lorin Street Apartments (14 units).</p>
<p>Location Description</p>	<p>Citywide</p>
<p>Planned Activities</p>	<p>City staff actively facilitate development, rehabilitation and/or preservation of affordable housing through working with developers, other city staff, lenders and other public agencies for the acquisition and rehabilitation of multi-family housing.</p> <p>This is the City of Berkeley’s Housing Trust Fund, and the funds support Housing Development staff. 570.201 (k) “provides that CDBG funds may be used to pay costs in support of activities eligible for funding under the HOME program. This includes services such as housing counseling in connection with tenant-based rental assistance and affordable housing projects, energy auditing, preparation of work specifications, loan processing, inspections, tenant selection, management of tenant-based rental assistance, and other services related to assisting owners, tenants, contractors, and other entities participating or seeking to participate in the HOME program.”</p> <p>HOME funded Housing Trust funds have been proportionately adjusted after exercising the City’s administration under the HOME COVID-19 waiver allowing up to 25% of the entitlement to be used for administration.</p> <p>Funded activities include working with funded projects throughout predevelopment, supporting public participation in project selection and development, preparing and executing loan agreements, and conducting federally required environmental review. Staff are currently working with 8 affordable housing developments in varying stages of predevelopment with reservations totaling nearly \$60M in City funds, including HOME funds.</p> <p>In PY25, the City will continue to work with nonprofit housing developers to secure funding commitments for the rehabilitation of three (3) properties: MLK House (11 rooms), 2207 Haste Street (8</p>

		rooms) and Ashby Lofts (54 units). The City is also working with affordable housing developers to secure financing for the rehabilitation of 3 other existing rental properties which would result in renovation of an additional 62 units. In November 2024, the City issued an RFP for rehabilitation of existing properties in the City’s rental housing portfolio, which would result in the rehabilitation of up to 100 additional units, depending on the size of the project.
5	Project Name	Public Services
	Target Area	BERKELEY
	Goals Supported	Improve Public Facilities and Public Services
	Needs Addressed	Homelessness Non-Housing Community Development
	Funding	CDBG: \$453,921
	Description	Services including the North County Coordinated Entry System (CES) and fair housing services are funded under this project.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	300 low-income and homeless households are expected to be served through these activities annually through coordinated entry. 70 households will be supported with fair housing services.
	Location Description	Citywide.
Planned Activities	Bay Area Community Services operates Berkeley's Coordinated Entry System which will screen, conduct intakes, and provide housing navigation services to approximately 300 people. Eden Council for Hope and Opportunity will provide outreach, training, fair housing counseling services to up to 70 households, investigation of an estimated 25 fair housing complaints, 10 tenant/landlord mediations, and 10 fair housing testing/audits with follow-up training for non-compliant property owners.	
6	Project Name	Public & Community Facility Rehabilitation
	Target Area	BERKELEY
	Goals Supported	Improve Public & Community Facilities and Public Services
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$490,383
	Description	Activities that fund the rehabilitation of public and community facilities are funded under this project.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	It is projected that improved community facility improvements provided by the City of Berkeley administered program will benefit a minimum of 100 people.
Location Description	Various locations within the City of Berkeley.	

	Planned Activities	Activities include improving public and community facilities by funding substantial rehabilitation to applicants of the City administered Community Facility Improvement Program.
7	Project Name	ESG25-Berkeley-Emergency Shelter, Rapid Rehousing, and HMIS Activities
	Target Area	BERKELEY
	Goals Supported	Provide Shelter, and RRH
	Needs Addressed	Homelessness
	Funding	ESG: \$447,452
	Description	ESG funds will be used for Emergency Shelter, and Rapid Re-Housing, HMIS and administrative costs.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	ESG: 10 households will be served with rapid rehousing financial assistance. 68 persons will be with Emergency Shelter. Additional households will be served using earlier unused funds.
	Location Description	Various locations within the City of Berkeley.
	Planned Activities	ESG funds will be used to provide financial assistance and housing relocation and stabilization services to rapidly re-house approximately 10 households, and support approximately 68 people through emergency shelter.

Table 59 – Project Summary

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

As discussed in MA-50, the City does not have areas of low income or minority concentration and therefore does not allocate federal funds geographically.

Geographic Distribution

Target Area	Percentage of Funds
BERKELEY	100

Table 60 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

N/A.

Discussion

N/A

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

This section includes HOME-funded units only. The City has one HOME-funded project nearing completion. The Grinnell project (formerly called Blake Apartments) has 63 units in total, ten of which are HOME-assisted units. As of this writing in November 2024, the City has a robust housing development pipeline, with 11 new construction projects either under way or in predevelopment, five acquisition/rehabilitation projects, and two portfolio rehabilitation projects (rehab of existing affordable housing projects). The City’s pipeline represents 1,443 newly created or newly restricted affordable housing units, plus 65 units in existing affordable housing projects. The City has committed over \$162.8M to the pipeline projects. Because the City has an aging portfolio of occupied affordable housing projects, staff anticipate using HOME funds to support renovation projects. Approximately \$6M will be made available through a competitive process, including approximately \$1.2M in HOME funds.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	12
Special-Needs	0
Total	12

Table 61 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	12
Acquisition of Existing Units	0
Total	12

Table 62 - One Year Goals for Affordable Housing by Support Type

Discussion

N/A

AP-60 Public Housing – 91.220(h)

Introduction

The Berkeley Housing Authority (BHA) is not a department of the City of Berkeley. BHA Board members are appointed by the Mayor and confirmed by the City Council.

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

N/A. The BHA no longer owns any public housing.

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

N/A

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

N/A

Discussion

N/A

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

Introduction

The City uses a variety of approaches to support homeless and other populations.

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

Berkeley has received three State of California Encampment Resolution Fund (ERF) grants, the latest grant being received in November 2024. This new ERF funding will support a new non-congregate shelter. Additionally, Berkeley will be converting an existing congregate interim shelter into non-congregate units and will be entering into a contract and lease to support the development of 39 units of modular housing for unhoused residents of Berkeley. Berkeley is funding a newly created Berkeley Trust Clinic, a clinic that provides both primary and behavioral health services to people who are unhoused or previously unhoused in Berkeley,

Berkeley will continue to fund and otherwise support the North County Berkeley/Albany/Emeryville Housing Resource Center (HRC) – the front door to the homeless Coordinated Entry System (CES) which provides outreach, assessments, housing problem-solving, housing navigation and tenancy sustaining services to unhoused residents; congregate and non-congregate shelter and interim housing programs to move unhoused residents into permanent housing; housing retention grants to reduce the number of households becoming homeless in Berkeley, and incorporate 2024 Berkeley Point In Time Count data into program planning and implementation strategies. HRC staff will continue to implement the updated assessment process.

The CES continues to include three phases: housing program solving (HPS), crisis assessment and housing assessment. The former will be focused on households that can be rapidly rehoused with limited support while the latter will be focused on households needing permanent supportive housing. This phased approach coupled with HPS flex funds will result in more varied households having proximity to needed supports. Staff will provide these assessments through 211 referrals, during HRC drop-in and by phone, and at street-based locations throughout Berkeley. Street based outreach staff will continue to engage people and provide basic necessities, such as water and hygiene kits.

The HRC will provide housing navigation services tied to rapid-rehousing and flexible financial assistance to support additional people in moving to permanent housing. Housing navigators support participants in a variety of ways from housing problem solving to assisting with identification documents and housing search activities. Once permanently housed, HRC staff will work with participants to maintain housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

Over the past couple of years, Berkeley has leveraged State funding to increase the number of non-congregate shelter beds. The City will continue to provide funding for shelter and transitional housing as described in section MA-30. Additionally, Berkeley has worked with shelter providers to reduce some barriers to shelter, such as curfews and allowing pets and is partnering with Alameda County's Age Friendly Council and Alameda County Healthy Brain Initiative to support older (50+) shelter participants.

This partnership will provide ongoing trainings and resources to support staff with working with participants who may be experiencing cognitive decline.

The City currently funds multiple agencies to provide 330 year-round shelter beds, 100 seasonal shelter beds and 39 transitional housing beds/units.

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

The North County HRC, operated by Bay Area Community Services (BACS), conducts Coordinated Entry System (CES) intakes and assessments, which prioritize people who are homeless for resources that best meet their needs, including rapid re-housing placements and placement on the County's Permanent Supportive Housing (PSH) Housing Queue. In both cases, the goal is to rapidly re-house households and support them for as long as retention services are needed and allowed.

The HRC's Housing Navigation resources will be allocated to people across the new CES housing queue, with focus on households that can be rapidly rehoused with little to no services support. Housing Navigators will help collect documents needed to apply for housing opportunities, housing searches and linking participants to services that will help to retain housing.

The North County HRC and the BACS Stair Program have flexible and rapid rehousing funds, which assist in reducing people's length of homelessness. The City will allocate ESG and local funds to support these efforts. While funding is available, there continues to be a lack of available units, within HUD's Fair Market Rent (FMR) to support households with extremely low incomes making it difficult to rapidly re-house households in the County. Often, households are being housed in neighboring cities and counties making it challenging to provide ongoing housing retention services. This has resulted in some delays in spending City of Berkeley ESG funds for rapid re-housing. The HRC has incorporated more shared housing opportunities through the use of larger units. This has provided people with limited income and a willingness to share housing more opportunities to be permanently housed.

The City's Shelter Plus Care (S+C) program is funded through two Continuum of Care grants and a contract with Alameda County. The S+C Program serves approximately 280 households. The program combines federal housing subsidies with Tenancy Sustaining Services (TSS) provided by Berkeley Mental Health, Berkeley Aging Services and Adult Case Management. The City also funds community agencies to provide TSS to assigned participants.

The Shelter Plus Care portfolio also includes, Square One, a locally funded permanent housing subsidy that serves vulnerable households that are literally homeless. Potential participants to this program would still demonstrate their need by establishing eligibility to the program with tracking of lengths of homelessness history and demonstrated needs. Once qualifications are established, then the Square One program connects these participants to housing navigators, to help support their application to housing placement, as units become available.

Other than the Square One Program, the S+C Program fills all of its openings through Home Stretch and the "Housing First" approach in housing the target population. When an opening occurs, Home Stretch

prioritizes unhoused people based on chronicity, need and date of referral, and provides participant information to the City of Berkeley, to be matched with a partner service agency that will provide case management and housing stabilization support. The case manager will support the participant to obtain and retain their housing, although services are not required in order to qualify for the rental assistance. Along the way, case managers work with participants to address issues that may have contributed to their housing instability or present obstacles to obtaining rental housing (such as poor credit, a lack of income, missing documents like a picture ID, outstanding legal issues, etc.).

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 City uses General Funds to fund services that prevent people who are not literally homeless but are at imminent risk of homelessness per the HUD Homeless definition (Category 2) from becoming homeless. Prevention assistance may include support to a household to retain its current housing or to move to other housing without having to become literally homeless. While the ESG regulations allow for federal funds to be provided to those categorized as “at-risk” but not necessarily at “imminent risk”, Berkeley uses its ESG funds for rapidly rehousing people who are literally homeless.

Berkeley funds prevention assistance for people who meet “immediate risk” criteria defined as:

“An individual or family who will imminently lose their primary nighttime residence, provided that:

- the primary nighttime residences will be lost within 14 days of the day of application for homeless assistance;
- No subsequent residence has been identified; and,
- the individual or family lacks the resources of support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent housing.”

Alameda County has mental health, foster youth, health care, and corrections discharge policies intended to prevent discharges of individuals from these systems into homelessness, described in detail in the Consolidated Plan.

The City is working with local hospitals to share information about the North County HRC and available homeless services in Berkeley to reduce discharges to local daytime drop-in centers and shelters that cannot support the needs of medically fragile people with severe disabling conditions. The City will continue to participate in countywide and regional efforts to reduce discharges into homelessness.

Discussion

The City of Berkeley supports a wide range of homeless programs, including emergency/crisis drop in centers and shelters, transitional housing, permanent supportive housing, prevention and rapid rehousing services. All contracted service providers report outcomes based on the countywide outcome standards developed by EveryOne Home, in order to inform future adjustments to the service system.

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

Introduction:

N/A

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

The following are considered potential constraints in Berkeley: accessory dwelling unit (ADU) requirements, infill development regulations and permit review process. While the City's ADU requirements meet state law, they may be a constraint to development of additional units; therefore, the 2023-2031 Housing Element includes a program to further facilitate ADU production by:

- Prioritizing accessory dwelling unit permit applications
- Promoting ADU standards by including information on the City's website and making fact sheets available at the City's permit counter
- Providing one dedicated ADU planner to respond to questions and offering office hours and other educational programs for those interested in creating ADUs
- Monitoring ADU permit progress annually to ensure that anticipated RHNA progress is being met (average 75 ADUs or JADUs per year, or 600 units over eight years)

Additionally, there are numerous changes being made to the zoning code to reduce barriers to housing in Berkeley, including but not limited to: up zoning Priority Development Areas (PDAs), Commercial and Transit Corridors, permitting the construction of affordable housing on the BART Station sites, eliminating single-family zoning through the Middle Housing Zoning amendments, up zoning the Southside neighborhood near UC Berkeley, and updating the City's affordable housing requirements.

The permit process in Berkeley may be considered a constraint to housing production, although based on the amount of affordable and market-rate development that has been approved and the density of those projects, it does not appear to have deterred new development. Program 34 of the 2023-2031 Housing Element calls for the City to continue to improve and streamline the development review process and to evaluate regulations to identify and reduce unnecessary impediments to housing development and affordable housing projects.

Discussion:

N/A

AP-85 Other Actions – 91.220(k)

Introduction:

The City of Berkeley uses a range of strategies to address the housing, homeless, and community development goals identified in the Consolidated Plan. This section discusses actions planned to foster and maintain affordable housing, to reduce lead-based paint hazards, to reduce the number of poverty-level families in Berkeley, and to coordinate activities in these areas with other entities.

Actions planned to address obstacles to meeting underserved needs

One of Berkeley's major obstacles to meeting underserved needs is the limited amount of federal, state, and local resources available given the needs in the community and high cost of housing in the Bay Area. The City of Berkeley will continue to pursue new State, Federal, and local resources as available to meet the needs.

Actions planned to foster and maintain affordable housing

The City has several on-going programs which foster and maintain affordable housing in Berkeley:

- **Rent Stabilization Program.** In 1980, Berkeley residents passed the Rent Stabilization and Eviction for Good Cause Ordinance. The Ordinance regulates most residential rents in Berkeley, provides tenants with increased protection against unwarranted evictions and is intended to maintain affordable housing and preserve community diversity.
- **Inclusionary Housing Ordinance.** This ordinance requires developers of new market rate housing to provide on-site Below Market Rate units. Resulting units are affordable both to people with incomes less than 50 percent of Area Median and less than 80 percent. Applicants may opt to pay an in-lieu fee into the Housing Trust Fund instead of providing on-site units. The Council adopted a formula for increasing the rate over time.
- **Condominium Conversion Ordinance (CCO).** The CCO governs the conversion of rental apartments and tenancy-in-common buildings to condominiums, and other types of mutual or cooperative housing. A mitigation fee for production of permanently affordable housing will be collected.
- **Commercial Linkage Fee.** The Affordable Housing Mitigation Program for commercial projects was approved on April 20, 1993. It imposed fees on commercial new construction in which the newly constructed gross floor area is over 7,500 square feet.
- **Housing Trust Fund (HTF).** The City of Berkeley created its HTF in 1990 to help develop and preserve below-market-rate housing. The HTF program pools funds for affordable housing construction and preservation from a variety of sources with different requirements, makes them available through one single application process to local developers, then monitors development and operation of the funded housing.
- **Mortgage Credit Certificate.** MCC is a federal income tax credit that provides qualified low-income homebuyers a tax credit worth up to 15 percent of their annual mortgage interest paid on their home loan. MCC recipients adjust their federal income tax withholding, which increases their take-home pay, making monthly mortgage payments more affordable. The City participates in the Alameda County MCC program.

- Senior and Disabled Loan Rehab Program. HHCS administers the program as an effort to preserve the City's housing stock and to assist low- and moderate-income senior and disabled homeowners, funded by CDBG and CalHOME. The applicants receive a zero-interest loan, secured by a deed of trust on their home, which is repaid when title to the property changes hands, normally as a result of the sale of the property or inheritance by the owner's heirs.

Actions planned to reduce lead-based paint hazards

The City will continue to comply with the Environmental Protection Agency's Renovation, Repair, and Painting Program in its Senior and Disabled Rehabilitation Loan Program. Similarly, organizations working with the City of Berkeley on single family rehabilitation will work with the City and Alameda County Lead Poisoning Prevention Programs to increase awareness of lead issues among their clients and incorporate lead safe work practices into their activities.

The City of Berkeley Public Health Division and the Alameda County Lead Poisoning Prevention Program will work together to increase awareness and knowledge about lead poisoning prevention in Berkeley. The City of Berkeley Childhood Lead Poisoning Prevention Program collaborates with the Berkeley Health, Housing & Community Services Department's Registered Environmental Health Specialist on responding to resident inquiries on housing lead concerns. Berkeley's program provides education, information, and resources through community outreach events and presentations to parenting/family groups, community organizations, and health education and resource fairs. From July 2022-June 2024, Berkeley's CLPPP staff provided outreach, education and resource/referrals to 1,801 people.

The Alameda County Healthy Homes Department (ACHHD) works collaboratively with the City to promote comprehensive lead safety, provide technical consultations, training and education to the public, property owners and renovators by working in community and stakeholders' collaborations to leverage existing resources, develop infrastructures and promote system change to provide coordinated, cost-effective support for healthy housing.

ACHHD's proactive healthy homes strategy is the incorporation of a lead visual assessment on all homes where staff is conducting a site visit (in person), regardless of reason for the initial port of entry. This strategy is a proactive primary prevention approach that increases the number of homes where a lead assessment is done. These services are funded by the local County Service Area (CSA) service charge for owners of pre-1978 properties in Berkeley.

Additionally, ACCHD is increasing outreach throughout Alameda County through social media platforms, newspapers, radio, tv, e-mails, literature distribution to include program services brochures in permit offices, hardware stores, paint stores, and venues visited by homeowners and rental housing providers. ACCHD also provides and continuously updates video library on multiple lead safety and healthy housing topics on the ACHHD website and provide RRP training slots to property owners/rental property owners or their designees in Berkeley. ACHHD has the capacity, knowledge and expertise to conduct healthy housing assessments and provide technical assistance to residents living in Berkeley Housing Authority housing units. ACCHD responds to complaints related to lead and moisture conditions as requested by Berkeley Housing Authority and Rental Housing Safety Program with a contracted MOU as well as conduct healthy housing assessments in Berkeley Housing Authority housing units and Rental Housing Safety Inspection programs. ACCHD provides technical assistance to the local jurisdictions on proactive rental inspections for lead hazards and reactive inspection programs under new state mandate (AB 838)

as well as provide training opportunities to code enforcement officers in regard to State and EPA lead safety rules.

Actions planned to reduce the number of poverty-level families

The City funds a wide variety of social service programs designed to assist households with poverty level incomes. These programs include childcare and a range of services for special needs populations, which are outlined in other sections of this Plan. This section will highlight the City's strategies to increase livable wage employment opportunities by supporting related community services and working with public and private regional partners. Strategies include:

- Funding and refinement of anti-poverty programs provided by community-based organizations and by the City. Federally funded community agency contracts are outlined in the Annual Action Plan.
- Continuing implementation of the City of Berkeley's Living Wage Ordinance.
- Coordinating job placement to benefit Berkeley residents in the construction trades.
- Supporting community agencies that provide employment training and placement opportunities to people experiencing homelessness.

The City has contracted with workforce development programs to provide training, education, and job placement for low income, under-employed, and unemployed residents in addition to administering local hire policies and a youth employment program. The following programs are funded with General Funds from the City:

- Inter-City Services (ICS) provides employment, training, and education to residents in Berkeley. ICS workforce development program prepares participants for high-tech careers through digital courses.
- Biotech Partners operates the Biotech Academy at Berkeley High School for students interested in exploring a career in biotechnology. Students complete a six to eight-week paid internship at a biotech company and learn job skills.
- The Bread Project provides job training and placement assistance for low/no-income individuals with multiple barriers to employment. They operate a social enterprise (wholesale bakery) that creates opportunities for trainees to obtain crucial on-the-job experience.
- Rising Sun Center for Opportunity, Opportunity Build program is a construction apprenticeship readiness program that offers intensive hands-on training along with a full year of job placement support and comprehensive wraparound services. Rising Sun also operates the California Youth Energy Services (CYES) program funded by the CA Public Utilities Commission, providing summer jobs for youth conducting residential energy audits.
- BANANAS operates the Berkeley LaunchPad program which provides support for new and launching Family Child Care home businesses in Berkeley, specifically targeting new business owners.

The City's anti-poverty strategy continues to be closely tied to the funding of approximately 50 community agencies to provide services as described above to enable people in poverty to attain self-sufficiency, support at-risk youth to succeed in school and graduate, and protect the health and safety of

low-income people. The City also funds anti-poverty programs with general funds for job training and creation/job placement agencies.

Actions planned to develop institutional structure

During the next year, the City of Berkeley will continue to coordinate the housing and community services activities within the department through regular senior staff meetings and coordination on specific topics. The City's Health & Human Services and its Housing Departments merged in Program Year (PY) 2012. Since that time, senior leadership of all Divisions meets weekly to share information on Division activities which promotes closer coordination. For example, in PY2019, the Housing & Community Services Division and the Aging Services Division collaborated to hire two new staff who will provide supportive services to house homeless residents who are assisted through Continuum of Care Rental Assistance administered by the Housing & Community Services Division. Housing and Community Services has also grown in staff in large part due to a staffing study that was prepared and finalized in PY23. Positions continue to be filled and assist all programs across the division, including the HUD programs. Additionally, in PY24, HCS began engaging in a results-based accountability (RBA) as part of a department-wide initiative. Results of the RBA work will support HCS in showcasing administered programs and community impact. The Division leadership will continue to seek opportunities to increase coordination and impact understanding during PY25 and beyond.

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

City staff will also continue to participate in Alameda County's Continuum of Care (CoC). Staff will continue to participate in the initiative's Leadership Board, which includes most public funders of housing and homeless services in the county, as well as leadership from key community-based organizations. Leadership Board membership helps coordination efforts across the county. Staff also participates in other committees composed of other funders (such as Alameda County Behavioral Health Care Services and the Social Services Agency) as well as many community-based organizations.

Countywide collaboration efforts include regular meetings regarding the Coordinated Entry System, endorsement of the Alameda County Home Together 2026 Community Plan, and coordination and approval of countywide performance measures aligned with HUD priorities.

Discussion:

The majority of Berkeley's activities furthering the goals of the Consolidated Plan are provided by community agency partners. This will continue to be the case in PY25.

Program Specific Requirements

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

Introduction:

N/A

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(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	\$74,520
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:	\$74,520

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. Specify the years covered that include this Annual Action Plan.	87.00%

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(I)(2)

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

The City of Berkeley uses no forms of investment other than ones described in §92.205(b)

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:

No homeownership or tenant-based rental assistance activities are anticipated.

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:

No homeownership activities are anticipated.

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:

The City of Berkeley's HTF Guidelines apply to any project using HOME funds to refinance existing debt. Per the Guidelines, Project owners submit funding requests to the City, or reply to the City's Requests for Proposals for funding, with the following information, among other things:

a) As a condition precedent to funding, Owners must demonstrate an extension of affordability term. For new HOME funds invested in the Project, the minimum affordability term is the term required by 24 CFR 92 et seq., but, typically, the required extension of affordability is 55 years.

b) As a condition precedent to funding, Owners must demonstrate that the refinancing preserves the affordable Project through rehabilitation.

1. Minimum rehab costs/unit must correspond to at least the value identified in a current physical needs assessment to ensure that the long-term needs of the Project can be met.

2. Typical rehab/unit costs are no less than \$10,000/unit, the minimum rehab value required by the California Debt Limit Allocation Committee Regulations.

c) Owners indicate if their refinancing request includes new construction that adds net new units to the Project

d) Owners provide extensive Project data, including audited financial statements, cash flows, rent rolls, services plans, PNAs, and rehabilitation proformas to demonstrate that:

1. The project is sound financially and disinvestment has not occurred

2. The long-term needs of the Project and residents will be met by the rehab

3. The proposed rehab is financially feasible, includes no barriers to refinancing existing mortgage loans, does not include the refinancing of any existing federal or federally-insured loans, and leverages other non-federal funds to the greatest extent possible

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)).

Not applicable

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)).

7. Not applicable

8. 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).

The City may consider leasing preferences for new construction pending any requirements are consistent with Fair Housing law.

Emergency Solutions Grant (ESG) Reference 91.220(l)(4)

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

The City's standards for providing ESG assistance are attached as Attachment 4: City of Berkeley ESG Manual.

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 Alameda County Continuum of Care has established its coordinated entry system (CES). The CES has regional Housing Resource Centers that provide a range of services and resources. Each HRC conducts assessments using a standardized tool that prioritizes individuals and families based on need. The people with the highest needs are matched to appropriate and available services and resources including housing navigation, emergency shelter, transitional housing, rapid rehousing and permanent supportive housing.

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).

The City of Berkeley was allocated in ESG funding. Funds will be used primarily for rapid rehousing and emergency shelter. The City of Berkeley will utilize the maximum amount possible for administration (Seven and a half percent of the grant) and allocate funds to support the County-wide Homeless Management Information System, known as InHouse.

ESG funds were allocated to the Bay Area Community Services through the FY25-28 Community Agency Request for Proposals (RFP) allocation process. Bay Area Community Services will continue to operate the Stair Navigation Shelter and will provide rapid rehousing resources to shelter participants using ESG funding.

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 policy-making entity for the City of Berkeley which makes decisions regarding the facilities, services, and other programs to receive funding under the Emergency Solutions Grant (ESG) is the Berkeley City Council. The Berkeley City Council is elected by the citizens of Berkeley. The City cannot mandate that a homeless or formerly homeless individual be on the City Council. Therefore, the City must develop and implement a plan to consult with homeless or formerly homeless individuals in making policies and decisions regarding programs that receiving funding under ESG.

5. Describe performance standards for evaluating ESG.

The performance standards to be applied to ESG activities is attached as an image labeled Outcome Measures. Berkeley participated in the development and approval of the service performance goals and targets through EveryOne Home (the Continuum of Care) Committee membership. This matrix presents outcome standards for each type of program in the Continuum of Care. Most were established as a percentage of the average outcomes achieved by all County programs (for example, the average permanent housing placement rate of all emergency shelters) and will be adjusted over time to ensure continued improvement.

Systemwide Performance Targets for Rapid Re-Housing Services

Rapid Re-Housing		Target
How Much?	Service Population: Unduplicated count of individuals served (HUD Element, APR Q5a)	observe
	Service Population: Proportion of chronically homeless individuals served (HUD Element, APR Q5a)	observe
	Service Population: Unduplicated count of households served (HUD Element, Annual Performance Report/APR Q8a)	observe
	Service Population: Proportion of chronically homeless households served (HUD Element, APR Q26a)	observe
How Well?	Data Quality: Data entry within 3 days (HUD Element, APR Q6e)	100%
	Data Quality: Completion. Adult participants with income info. recorded in HUD Element at entry and annual or exit assessments (HUD Element, APR Q18)	90%
	Average length of time from enrollment to move in (HUD Element, Apr Q22c)	60% within 2 months
With What Impact?	Are participants growing their income? (HUD Element, APR Q19a3)	50%
	Are participants accessing mainstream benefits? (HUD Element, APR Q20b)	85%
	Are participants enrolled in health insurance? (HUD Element, APR Q21)	85%
	Are we successfully moving people into permanent housing? (HUD Element, APR Q23a&b)	80%
	Exits to Homelessness: What proportion of people exit to homeless destinations? (HUD Element APR Q23a&b)	<5%

Figure 1 - Outcome Measures

Systemwide Performance Targets for RRR Services

Together Priority Home Partnership and the Housing Retention program make up the housing retention and rapid rehousing segment of the City’s continuum of services. The City will continue to work with EveryOne Home and community agencies to ensure that prevention and rapid rehousing funds are fully utilized and play an important role in ending homelessness in Berkeley.

Appendix

Attachment 1 - PY 25 Allocation Plan

Attachment 1			
Annual Action Plan for PY25			
City of Berkeley CDBG, ESG and HOME Projects for 7/1/2025 - 6/30/2026			
Proj. #	Agency	Project Name	PY25 Allocation
CDBG			
1	Center for Independent Living	Residential Access	\$ 211,600
2	HHCS D*	Loan Services	\$ 77,009
3	HHCS D	Senior and Disabled Rehab Program	\$ 393,853
4	HHCS D	Rehab Loans	\$ 100,000
5	HHCS D	Housing Development: M/F Rehab	\$ 537,175
		Subtotal Housing Projects	\$ 1,319,637
6	Bay Area Community Services	Coordinated Entry System	\$ 418,921
7	Eden Housing for Hope and Oppor.	Fair Housing	\$ 35,000
		Subtotal Public Services Projects	\$ 453,921
8	Rebuilding Together East Bay North	Community Facilities	\$ 93,780
9	HHCS D	Community Facility Improvements	\$ 168,199
10	HHCS D	PY25 (FY26) Community Facility Improvement NOFA	\$ 228,404
		Subtotal Public Facilities Projects	\$ 490,383
11	HHCS D	CDBG Planning and Administration	\$ 518,605
		Subtotal Planning & Admin Projects	\$ 518,605
		**GRAND TOTAL ALL CDBG PROJECTS	\$ 2,782,546
ESG			
12	Berkeley CES Provider - BACS	Rapid Re-Housing Project	\$ 67,246
13	Berkeley CES Provider - BACS	Rapid Re-Housing Project (Earlier Unused Funds)	\$ 220,000
14	Berkeley CES Provider - BACS	Emergency Shelter/Street Outreach	\$ 136,471
15	HHCS D	Homeless Management Information System	\$ 6,676
16	HHCS D	Program Planning and Administration	\$ 17,059
		GRAND TOTAL ALL ESG PROJECTS	\$ 447,452
HOME			
17	HHCS D	HOME Administration	\$ 58,644.53
18	CHDO Operating Funds	CHDO Operating Funds	\$ 28,322.27
19	HHCS D	Housing Trust Fund	\$ 499,478.51
		***GRAND TOTAL ALL HOME PROJECTS	\$ 586,445.31
Notes:			
	* HHCS D = City of Berkeley Health, Housing & Community Services Department		
	**Assumes estimated amounts for in Program Income (\$74,520) and \$115,000 in unused carry over funds.		
	***Assumes \$20,000 in Program Income		

Berkeley Voice

(510) 262-2740

Legal No.

0006882889

3235930

BERKELEY, CITY OF
HEALTH, HOUSING & COMMUNITY SVS
2180 MILVIA ST, 2ND FLOOR
BERKELEY, CA 94704

PROOF OF PUBLICATION

FILE NO. 2025-2030 Annual Action Plan

Berkeley Voice

I am a citizen of the United States. I am over the age of eighteen years and I am not a party to or interested in the above entitled matter. I am the Legal Advertising Clerk of the printer and publisher of the Berkeley Voice, a newspaper published in the English language in the City of Berkeley, County of Alameda, State of California.

I declare that the Berkeley Voice is a newspaper of general circulation as defined by the laws of the State of California, as determined by the order of the Superior Court of the County of Alameda, dated September 3, 1991, in the action entitled "In the Matter of the Petition of the Berkeley Voice to Have the Standing of the Berkeley Voice as a Newspaper of General Circulation Ascertained and Established," Case Number 588221-2. Said order provides that: "Petitioner's prayer for an order ascertaining and establishing The Berkeley Voice as a newspaper of general circulation...within the City of Berkeley, County of Alameda, State of California, is granted." Said order has not been revoked.

I declare that the notice, a printed copy of which is annexed hereto, has been published in each regular and entire issue of the Berkeley Voice 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 Walnut Creek, California.
On this 14th day of March, 2025.



Signature

CITY OF BERKELEY NOTICE OF PUBLIC HEARING and REQUEST FOR COMMENTS ON ITS CONSOLIDATED PLAN (2025-2030) including the First Year ANNUAL ACTION PLAN

The public may participate in this hearing by remote video or in-person.

The Department of Health, Housing, and Community Services Department is requesting comments on its Consolidated Plan (2025-2030) including the First Year Annual Action Plan

Beginning March 14, 2025, the public is invited to review and comment on the City of Berkeley's Consolidated Plan for Housing and Community Development that covers the period July 1, 2025 through June 30, 2030 including the City of Berkeley's FY 2026 Annual Action Plan, which covers the period July 1, 2025 through June 30, 2026.

The City of Berkeley, and all jurisdictions receiving certain types of federal funds, are required to submit a Consolidated Plan and subsequent Annual Action Plans, as well as an Analysis of Impediments to Fair Housing to the US Department of Housing and Urban Development (HUD). The Consolidated Plan outlines the City's needs and goals in the areas of Housing, Homelessness, Community Development, and Non-Homeless Special Needs, to act as a framework for the use of federal funds in these areas. The City of Berkeley's Annual Action Plan presents the City's plan for funding housing and community services. In FY 2026, the first year of the five-year Consolidated Plan, the Annual Action Plan contemplates funding entitlements of approximately \$2,536,229 in Community Development Block Grant (CDBG) funds, approximately \$237,965 in Emergency Solutions Grant (ESG) funds; and approximately \$550,245.01 in HOME Investment Partnership Program (HOME) funds. **The period for public comment on this report closes April 18, 2025 at 5:00 p.m.** The City must complete the reports and submit them to HUD, including City responses to all written public comments, by mid-May.

A public hearing will be held on the Consolidated Plan that includes the FY 2026 Annual Action Plan with the proposed CDBG, ESG and HOME allocations for funding, on **April 15, 2025, 6 p.m. in the School District Board Room, 1231 Addison Street, Berkeley, CA 94702.** A copy of the agenda material for this public hearing will be posted on the City's website at <https://berkeleyca.gov/your-government/city-council>

The draft Consolidated Plan including the FY 2026 Annual Action Plan will be available for public review and written comment at the Health, Housing, and Community Services Department on the second floor at 2180 Milvia Street and at the Berkeley Public Library Reference Desk at 2090 Kittredge Street, 2nd floor, during normal business hours, and on the web at <https://berkeleyca.gov/community-recreation/community-services/hud-planning-performance-reports> beginning March 14, 2025.

For more information or to submit written comments, contact Kat Larowe (email: klarowe@berkeleyca.gov) at the Health, Housing and Community Services Department 2180 Milvia Street, 2nd Floor, Berkeley, 94704. **Written comments must be received by no later than April 18, 2025 at 5:00pm.**

Accommodations Provided Upon Request. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at (510) 981-6418 (V) or (510) 981-6347 (TDD) at least three business days before the meeting date.

Published: March 14, 2025
Public noticing requirements set by the Citizen Participation Plan:
https://berkeleyca.gov/sites/default/files/documents/FINAL_CitizenParticipationPlan_2020.pdf

CONCEJO MUNICIPAL DE BERKELEY AVISO DE AUDIENCIA PUBLICA Y SOLICITUD DE COMENTARIOS PARA EL PLAN CONSOLIDADO (2025-2030) EL CUAL INCLUYE EL PRIMER PLAN DE ACCION ANUAL

El publico puede participar en esta audiencia publica virtualmente o en persona

El Departamento de Salud, Vivienda y Servicios Comunitarios propone una audiencia publica para tratar el Plan Consolidado (2025-2030) el cual incluye el primer informe del Plan Anual de Acción.

A partir del 14 de marzo del 2025 la ciudadanía está invitada a revisar y dar comentarios en el Plan Consolidado para Vivienda y Desarrollo Comunitario. Este Plan cubre el periodo de trabajo a partir del 1 de julio de 2025 hasta el 30 de junio de 2030. Este plan también incluye el Plan de Acción Anual de la Ciudad de Berkeley que cubre el periodo a partir del 1 de julio de 2025 hasta el 30 de junio de 2026.

La Ciudad de Berkeley y todas las jurisdicciones que reciben ciertos tipos de fondos federales tienen como requisito presentar un Plan Consolidado y Planes de Acción Anual como también el Análisis Regional de Obstáculos en la Equidad de Vivienda al departamento de Vivienda y Desarrollo Urbano (HUD siglas en inglés). El Plan Consolidado enumera las necesidades y metas en las áreas de vivienda, indigencia, desarrollo comunitario y necesidades especiales que sirve como referencia para el uso de fondos federales en estas áreas. El uso de Acción Anual de la Ciudad de Berkeley presenta la propuesta para financiar servicios comunitarios y de vivienda. En el año fiscal 2026 (FY), el cual es el primer año de los cinco años del Plan Consolidado, el Plan de Acción Anual considera la distribución de fondos de aproximadamente \$2,536,229 que serán recibidos por medio de la Beca de Desarrollo del Bloque Comunitario (CDBG siglas en inglés). Aproximadamente \$237,965 de la Beca de Soluciones de Emergencias (ESG siglas en inglés) y aproximadamente \$550,245.01 para el Programa de Asociación para la Inversión en Viviendas

HOME (HOME siglas en inglés). El público puede presentar comentarios para la producción de este informe hasta el 18 de abril de 2025, a las 5:00 pm. La Ciudad necesita completar los informes y entregarlos a HUD a mediados de mayo. Los informes incluirán todos los comentarios escritos que la Ciudad reciba.

Una audiencia pública para discutir el Plan Consolidado que incluye el Plan de Acción Anual para el año fiscal (FY) 2026 y el plan de distribución de fondos monetarios de CDBG, ESG y HOME se llevará a cabo el día martes 15 de abril de 2025 en el School District Board Room ubicado en la Calle Addison 1231, Berkeley, Ca 94702. Una copia de la agenda de esta audiencia pública estará disponible en la página electrónica de la Ciudad <https://berkeleyca.gov/your-government/city-council>

A partir del 14 marzo de 2025 el borrador del Plan Consolidado y el Plan de Acción Anual para el año fiscal 2026 estarán disponibles al público en los escritorios de referencia de la Biblioteca Pública de Berkeley localizada en Calle Kittredge 2090, y en el escritorio de recepción del Departamento de Salud, Vivienda y Servicios Comunitarios de la ciudad de Berkeley localizada en la Calle Milvia 2180, 2do Piso, durante las horas de oficina. También está disponible al público por medio del internet en la página electrónica <https://berkeleyca.gov/community-recreation/community-services/hud-planning-performance-reports>

Para más información o para presentar comentarios escritos, favor contactar a Kat Larowe (email: klarowe@berkeleyca.gov) en el Departamento de Salud, Vivienda y Servicios Comunitarios localizado en la dirección 2180 Calle Milvia, 2do piso, Berkeley, CA 94704. **Los comentarios escritos serán recibidos hasta el 18 de abril de 2025 hasta las 5:00 pm.**

Adaptaciones Especiales Realizadas Bajo Pedido. Para solicitar una adaptación relacionada con alguna discapacidad y poder participar en la audiencia, incluyendo servicios o instrumentos auxiliares de asistencia por favor llamar al Coordinador del Programa ADA al 981-6418 (Voz) o 981-6347 (TDD). Por favor hacer su pedido por lo menos tres días laborables antes de la audiencia.

伯克萊市

關於綜合計劃 (2025—2030年) ，包括第一年度行動計劃 的公開聽證會和 徵求意見通知
公眾可以透過遠端視訊或親自參加聽證會。

衛生、住房和社區服務部公開徵求對其綜合計劃 (2025—2030年) 包括第一年度行動計劃的意見

從2025年3月14日開始，邀請公眾對涵蓋2025年7月1日至2030年6月30日的伯克萊市住房和社區發展綜合計劃進行審查和討論，其中包括涵蓋2025年7月1日至2026年6月30日的伯克萊市2026財年年行動計劃。

伯克萊市，以及接受某些類型的聯邦撥款的所有司法管轄區都必須向美國住房和城市發展部 (HUD) 提交綜合計劃和隨後的年度行動計劃，以及公平住房障礙分析。綜合計劃概述了該市在住房、無家可歸、社區發展，和非無家可歸者特殊需要領域的需求和目標，作為在這些領域內使用聯邦撥款的框架。伯克萊市的年度行動計劃提出了該市為住房和社區服務提供撥款的計劃。在2026財年，即五年綜合計劃的第一年，該年度行動計劃預計可從政府津貼計劃資金中的社區發展整筆撥款 (CDBG) 獲得約\$2,536,229，在緊急解決方案撥款 (ESG) 中獲得約\$237,965；以及在HOME投資合作夥伴計劃 (HOME) 中獲得約\$550,245.01的資助。本報告的公眾意見徵詢截止日期為**2025年4月18日下午5時**。市政府必須在5月中旬之前完成報告並提交給HUD，包括市政府對所有公眾的書面意見的回應。

將於2025年4月15日下午6時在校區董事會會議室，**1231 Addison Street, Berkeley, CA 94702**就綜合計劃舉行公開聽證會，其中包括2026財年年行動計劃以及撥款的CDBG、ESG和HOME資金分配。這次公開聽證會的議程資料將發佈於市府網站 <https://berkeleyca.gov/your-government/city-council>

由2025年3月14日開始，衛生、住房和社區服務部將在內的綜合計劃草案將於正常辦公時間內在位於Milvia街2180號二樓的衛生、住房和社區服務部以及位於Kittredge街2090號2樓的伯克萊公共圖書館諮詢台以及網站 <https://berkeleyca.gov/community-recreation/community-services/hud-planning-performance-reports> 上供公眾查閱和書面討論。

欲了解更多資訊或提交書面意見，請聯絡衛生、住房和社區服務部的Kat Larowe (電子郵件: klarowe@berkeleyca.gov)，地址：2180 Milvia Street, 2nd Floor, Berkeley, 94704。書面意見必須在2025年4月18日下午5時前收到。

根據要求提供方便的協助，如申請為殘障人士提供方便參加會議的協助，包括輔助設備或服務，請在會議日期前至少三個工作天致電 (510) 981-6418 (語言) 或 (510) 981-6347 (TDD) 聯繫殘障服務專家。

發佈日期：2025年3月14日
公民參與計劃規定的公眾注意要求：
https://berkeleyca.gov/sites/default/files/documents/FINAL_CitizenParticipationPlan_2020.pdf

Berkeley Voice

(510) 262-2740

3235930

BERKELEY, CITY OF
HEALTH, HOUSING & COMMUNITY SVS
2180 MILVIA ST, 2ND FLOOR
BERKELEY, CA 94704

PROOF OF PUBLICATION

FILE NO. 2025-30 Consolidated & Annual Action Plan

Berkeley Voice

I am a citizen of the United States. I am over the age of eighteen years and I am not a party to or interested in the above entitled matter. I am the Legal Advertising Clerk of the printer and publisher of the Berkeley Voice, a newspaper published in the English language in the City of Berkeley, County of Alameda, State of California.

I declare that the Berkeley Voice is a newspaper of general circulation as defined by the laws of the State of California, as determined by the order of the Superior Court of the County of Alameda, dated September 3, 1991, in the action entitled "In the Matter of the Petition of the Berkeley Voice to Have the Standing of the Berkeley Voice as a Newspaper of General Circulation Ascertained and Established," Case Number 588221-2. Said order provides that: "Petitioner's prayer for an order ascertaining and establishing The Berkeley Voice as a newspaper of general circulation...within the City of Berkeley, County of Alameda, State of California, is granted." Said order has not been revoked.

I declare that the notice, a printed copy of which is annexed hereto, has been published in each regular and entire issue of the Berkeley Voice and not in any supplement thereof on the following dates, to-wit:

04/11/2025

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

Executed at Walnut Creek, California.
On this 11th day of April, 2025.



Signature

Legal No.

0006889275

CITY OF BERKELEY
UPDATED NOTICE OF PUBLIC HEARING
And
REQUEST FOR COMMENTS ON ITS
CONSOLIDATED PLAN (2025-2030) including the
First Year ANNUAL ACTION PLAN

On March 14, 2025 the Department of Health, Housing, and Community Services noticed in the *Berkeley Voice* that the Consolidated Plan including the First Year Annual Action Plan was open for public comment and that a public hearing would be held on April 15, 2025 at 6:00pm (BV 6882889).

The Consolidated Plan public comment period **has been extended to April 29, 2025** by 11:59 pm and **the public hearing will be held on April 29, 2025 at 6:00pm 6 p.m.** in the School District Board Room, 1231 Addison Street, Berkeley, CA 94702.

Please reference the original notice for additional details on the plan, public hearing, and accommodation.

AVISO ACTUALIZADO DE AUDIENCIA PUBLICA
Y
SOLICITUD DE COMENTARIOS PARA EL PLAN CONSOLIDADO (2025-2030)
EL CUAL INCLUYE EL PRIMER PLAN DE ACCIÓN ANUAL

El 14 de marzo de 2025 el Departamento de Salud, Vivienda y Servicios Comunitarios anunció en el periódico *Berkeley Voice* que el departamento estará recibiendo comentarios sobre el Plan Consolidado (2025-2030) el cual también incluye el primer informe del Plan Anual de Acción y que el 15 de abril se llevaría a cabo una audiencia pública (BV 6882889).

El periodo para que el público presente comentarios sobre el Plan Consolidado **ha sido extendido hasta el 29 de abril de 2025 hasta las 11:59 pm** y la **audiencia pública se llevará a cabo el 29 de abril de 2025 a las 6:00 pm** en el School District Board Room ubicado en la Calle Addison 1231, Berkeley, Ca 94702.

Para ver todos los detalles del plan, audiencia pública y adaptaciones especiales, por favor revise el aviso original.

柏克萊市
公開聽證會的更新通知
和
對綜合計劃(2025-2030), 包括第一年年行動計劃徵求意見

2025年3月14日, 衛生、住房和社區服務部在《柏克萊之聲》發出通告, 對包括第一年年行動計劃在內的綜合計劃公開徵求公眾意見, 並將於2025年4月15日下午6點舉行公開聽證會 (BV 6882889)。

該綜合計劃公眾意見徵詢期已延長至2025年4月29日晚上11點59分, 以及將於2025年4月29日下午6點在校區董事會會議室, 1231 Addison Street, Berkeley, CA 94702舉行公開聽證會。

請參閱通告的最初版本, 以了解有關計劃、公開聽證會、和為出席提供便利的詳細資訊。

BV 6889275 April 11, 2025

Citizen Participation Outreach Table

City staff conducted outreach for all public hearings and meetings listed below to Berkeley residents and businesses through email and posting flyers at senior centers to reach the general public, local businesses, community-based organizations, faith-based groups, affordable housing developers, seniors, City commissioners, neighborhood associations, and EveryOne Home. All Public Hearings also included official posting of notice in the local paper, Berkeley Voice.

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 Hearing	Non-targeted, broad community	Thirteen members of the public attended, where eleven members of the public spoke, at the January 25, 2024 public hearing on community needs in front of the Housing Advisory Commission.	Members spoke on four main topics, homeless services, housing, workforce, and accountability/oversight.	All comments were accepted.	https://www.cityofberkeley.info/Housing_Advisory_Commission/
2	Public Meeting	Non-targeted, broad community	Four members of the public attended where three spoke at the March 6, 2024 hearing on community funding needs in front of the Human Welfare and Community Action Commission.	Members spoke about how the funding would impact the community and programs.	All comments were accepted.	https://berkeleyca.gov/your-government/boards-commissions/human-welfare-and-community-action-commission
3	Public Meeting	Non-targeted, broad community	Three members of the public attended where two spoke at the March 13, 2024 hearing on community funding needs in front of the Homeless Service Panel of Experts.	Members spoke about how the funding would impact the community and programs.	All comments were accepted.	https://berkeleyca.gov/your-government/boards-commissions/homeless-services-panel-experts
4	Public Meeting	Non-targeted, broad community	One member of the public attended the January 17, 2024 hearing on community funding needs in front of the Commission on Labor.	Members spoke about how the funding would impact the community and programs.	All comments were accepted.	https://berkeleyca.gov/your-government/boards-commissions/commission-labor

5	Public Hearing	Non-targeted, broad community	Twenty-four members of the public spoke at the May 7, 2024 hearing on community funding needs in front of the City Council.	Members provided comment on the critical services being provided by community agencies and continued need for funding to operate.	All comments were accepted.	https://berkeleyca.gov/your-government/city-council/city-council-agendas
6	Public Meeting	Non-targeted, broad community	Ten members of the public attended, where five spoke on fair housing challenges, at a City meeting coordinated by the County on September 10.	Members spoke about the lack of affordable housing, homelessness in the City, displacement, competition with student housing near the University of California, Berkeley, and limited opportunities for low-income rental units, particular for seniors.	All comments were accepted.	N/A
7	Public Survey	Non-targeted, broad community	590 community members responded to the survey on housing priorities.	Respondents highlighted affordable housing as a primary concern, homeless programs and services continue/are improved, fair housing activities to be enhanced, and additional support for economic development. Detailed summary of responses included in attachments.	All comments were accepted	https://berkeleyca.gov/community-recreation/news/give-input-funding-priorities-housing-and-public-service-programs
8	Public Meeting	Non-targeted, broad community	At the January 9, 2025 public meeting at the HAC, ten members of the public were in attendance, along with 8 members of the HAC. Two members of the public spoke.	Members of the public spoke regarding their concerns for resources and the unknown impact on services and programming as the United States transitions administrations since federal transitions can often come	All comments were accepted.	https://www.cityofberkeley.info/Housing_Advisory_Commission/

				with changes in federal policies and programs.		
9	Public Hearing	Non-targeted, broad community	At the February 6, 2025 public hearing at the HAC, 1 member of the public was in attendance, along with 7 members of the HAC. No members of the public provided comment.	The HAC commissioners provided a comment on the draft Regional Analysis of Impediments, noting the use of predictive algorithms in screening rental applications as a concern to be addressed.	All comments were accepted.	https://www.cityofberkeley.info/Housing_Advisory_Commission/
10	Public Hearing	Non-targeted, broad community	At the April 29, 2025 public hearing/Council Meeting, forty members of the public, eight Council Members, and the Mayor were in attendance.	Two members of the public provided comment in person to confirm commission involvement in the process and to inquire about flexibility of the funds supporting community agencies if the allocations are reduced beyond the estimates. Members of the City Council inquired about the impact of the services and how that could change if the estimated allocations differ from the actual. Lastly, a written comment was submitted requesting that more funding is allocated towards domestic violence survivors who are unhoused.	All comments were accepted.	https://berkeleyca.gov/your-government/city-council/city-council-agendas

Community Survey: Input on Priorities for Housing and Urban Development Funding

URL: https://communityfeedback.opengov.com/portals/portal257/Issue_14163

The City of Berkeley conducted an online survey to broaden solicitation of public feedback on the priority of needs identified in the Consolidated Plan. The survey was open from 12/12/24 through 12/31/24 and received 590 responses. Approximately 94 percent of the respondents reported being Berkeley residents.

The survey respondents considered the following priority areas and associated activities:

- Affordable housing development
 - Support affordable housing developments in Berkeley.
- Homeless programs and services
 - Shelter/navigation center operations, safety, meeting the basic needs of participants and coordination with Coordinated Entry System.
 - Targeted outreach to individuals who are unsheltered and known to be living on the streets of Berkeley.
 - Provide services to clients in permanent supportive housing.
 - Operate Rapid Re-Housing (RRH) and time limited Flexible Rental Subsidy programs to provide short-term rental assistance and housing stabilization services.
- Housing rehabilitation and public facility improvements
 - Low-income, seniors, and people with disabilities to apply for interest-free loans or grants to repair/modify their home or make accessibility improvements.
 - Rehabilitation of community facilities (i.e., publicly or non-profit owned facilities) that serve low-income clientele, such as energy efficiency improvements or accessibility improvements.
 - Rehabilitation of affordable housing or other housing multi-family developments.
- Fair housing activities
 - Enhance awareness of fair housing laws and regulations among tenants, property owners, realtors and lending institutions and protect, restore, or acquire client rights. Example activities may include outreach events, training workshops, fair housing counseling, and compliant investigations.

Over three out of four (77.2 percent) survey respondents strongly agreed or agreed with these priority areas.

Affordable housing emerged as the primary concern among the survey respondents, and there is a significant interest in ensuring access to affordable housing for specific populations, including seniors, people with disabilities, families with minor children, low-income workers, teachers, and artists. Both constructing new housing and rehabilitating existing housing inventory were identified as strategies for this priority area. Recommended activities include streamlining the planning and permitting processes, rezoning, and providing support and protection to homeowners to encourage renting and construction of accessory dwelling units. Some voiced concerns about the impact of affordable housing development, including loss of neighborhood characters, shortage of street parking especially for seniors and people with disabilities, and lack of access to green spaces.

- “Affordable housing needs to target moderate income people as well as low income. The low to middle class is suffering and needs those resources.”
- “#1 priority should be to streamline the process to build affordable housing and remove the bureaucracy in the City of Berkeley administration.”
- “When we are discussing housing of all types, what many of old time Berkeley people are concerned about, is building out housing without any green space, trees, natural amenities and a loss of urban character or attractiveness.”
- “New affordable housing can be a priority and so can a livable Berkeley. Find more ways to include parking for disabled, families, etc. whether in the building or near it.”
- “We need to build condos not rentals. Berkeley is becoming a hotel town and it is not good. Condos so elderly, many of whom are disabled, can sell their homes and move on while staying in their communities. Condos for teachers, police and fire workers.”

Regarding homeless programs and services, the survey respondents seek improved conditions for unsheltered community members by providing such activities as supportive services and amenities for persons at encampments, safe parking for people living in RVs and cars, behavioral health and substance abuse services, and low barrier shelters. Providing onsite supportive services, including behavioral health and substance abuse services, at shelters and permanent housing is also seen as important. Some respondents advocated for geographic equity by locating shelters and affordable housing in all neighborhoods.

- “For homeless encampments: water, sanitation (garbage disposal and pick up, toilets, generators) household and personal hygiene supplies.”
- “I think there should be an area where people who live in their cars can do so legally. For many people, this is better than living on the street.”
- “More support services are needed to get people off the street and prepare them for reintegration with society. I also don’t see anything here for chronic homelessness. Leaving that population as is is unacceptable.”
- “Making sure that housing and homeless programs are equitably distributed around the city and within projects. It’s not fair that so many homeless programs like buying motels and service centers are all in West Berkeley.”

A sizable number of respondents identified street improvements as an element missing from housing rehabilitation and public facility improvements and want to have more street and sidewalk repairs completed and street lights installed to improve pedestrian and cyclist safety. The respondents generally agree with investments in housing rehabilitation, especially to assist senior homeowners with aging in place and to promote energy efficiency.

- “Berkeley needs to use federal, state, and local funds to repair the streets, and completely redirect funds away from all of the above housing activities until the streets are repaired and the City has an adequate number of free parking spaces.”
- “There is a lot of older construction in Berkeley. Low- or no-interest loans to help people who are middle income with housing rehabilitation should also be considered. Often the cutoff to qualify as low-income, senior, or having a disability eliminates many who own homes, but can't afford to make needed repairs to maintain or raise their habitability.”

For fair housing activities, a community building approach was suggested to facilitate collaboration among various stakeholders. Concerns were also raised about discriminatory practices against voucher holders and insufficient efforts to prevent displacement, especially of African American residents.

- “Community building. I believe the city should do a better job to bring together landlords, tenants, and single-family owners.”
- “Enforce section 8 on new buildings. New building are actively NOT excepting section 8, some are even including in there Apt add no section 8.”
- “support to stop displacement of generational families in historically Black areas of Berkeley”

The survey revealed three additional areas that the respondents deem as important: economic development, public safety, and program oversight. Some respondents are concerned about vacant retail spaces and a decline in small businesses in the community. Providing assistance to small businesses and repurposing vacant retail spaces for housing have been suggested as solutions. Investment in public safety was mentioned multiple times, especially in regard to street conditions and encampments. In terms of program oversight, suggestions include improving transparency by making reports available and including detailed information on who benefited from funded activities and keeping subrecipients accountable for outcomes.

- “Support for small businesses, address vacant retail spaces”
- “Maintaining safety for the public and homeless Berkeleyans, as well as public access to streets, parks and other amenities through management of long term, dangerous encampments”
- “In all priority areas there needs to be strong oversight of how funding is spent, the results of the spending, and the quality of construction and services. This piece is badly missing. Funds and grants are distributed with very little attention to the results of the spending.”

Alameda County Priority Home Partnership (PHP) City of Berkeley



Emergency Solutions Grant
Rapid Rehousing
Policies and Procedures Manual
January 2025



Priority Home ESG Policies and Procedures Manual

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1 INTRODUCTION

The Emergency Solutions Grant (ESG) is a federal program that provides funding to states and local governments for emergency services and housing supports for homeless and at-risk households. Under the 2009 HEARTH Act, eligible activities under ESG were expanded from traditional shelter and outreach services to also include rapid rehousing and targeted homeless prevention. Per the ESG regulations (§576.400) ESG recipients must consult with the Continuum of Care entity in their region to determine how to allocate ESG funds, develop performance standards and evaluate the outcomes of projects and activities funded with ESG. They also must develop written policies and procedures for determining which households will receive assistance and for determining the type, amount, and length of assistance to be offered to eligible households.

1.1 PROGRAM PURPOSE

The primary purpose of local ESG-funding for prevention and/or rapid rehousing is to serve households as close to the “front door” of homelessness as possible – either by diverting them from entry into homelessness, and particularly to shelter, through prevention assistance, or assisting persons as soon as possible after becoming homeless, including after entering shelter, to end their homelessness quickly and shorten lengths of stay in shelter and time spent homeless. In some cases, particular subpopulations may be targeted for this assistance, consistent with plans to end homelessness.

This manual of policies and procedures covers all ESG recipients and subrecipients operating prevention and/or rapid rehousing programs in Alameda County, as these areas are all contained in HUD-recognized Continuum of Care 502. ESG entitlement recipients in Alameda County currently include the Cities of Berkeley and Oakland and the County of Alameda on behalf of the Urban County. Additional ESG subrecipients within the County may be selected by the State of California or, from time to time, additional cities may become entitlement for ESG. This manual was developed collaboratively by the CoC Entity, EveryOne Home, and all current entitlement recipients and State ESG subrecipients.

1.2 ESG GUIDELINES

The ESG and CoC regulations require that the Continuum of Care develop and implement a centralized or coordinated assessment system, and a set of written standards for CoC funded activities. This manual and the written standards contained herein for prevention and rapid rehousing assistance outline [ESG: Emergency Solutions Grants Program requirements](#).

1.3 STRUCTURE OF THE MANUAL

This manual is for ESG recipients, subrecipients, and interested parties. It provides a detailed description of the steps that will be taken to determine eligibility, calculate financial assistance, recertify for eligibility, provide support and terminate ESG assistance for rapid rehousing and prevention. Required and/or recommended forms and documents are provided in an Appendix of Forms and Documents at the end of the manual. In some cases, recipients or subrecipients may target their programs more specifically to subpopulations, such as survivors of domestic violence or seniors who are otherwise eligible.

Items in bold italics that are highlighted in grey, are changes to the manual specific to how the City of Berkeley will implement the program.



A document icon appears by every form that is referred to and clicking on the [highlighted hyperlinks](#) on the names of the form will take the reader directly to the referenced documents in the Appendix.

 Some key forms and information are entered into the county-wide InHOUSE Homeless Management Information System. Forms that are provided by InHOUSE are not included in this manual but are indicated by a computer icon.

Acknowledgments: The development of the initial ESG Manual was supported by Alameda County EveryOne Home and the City of Berkeley. For more information related to the ESG Manual or about the Priority Home Partnership, please contact Jennifer Vasquez, City of Berkeley at jvasquez@cityofberkeley.info. The original manual was prepared by Katharine Gale Consulting with input from local government and community agency staff including the following persons: Kerry Abbot, Erika Bernheimer, Elaine DeColigny, Geoff Green, Kristin Lee, Susan Shelton, Liz Varela, Jennifer Vasquez, and Riley Wilkerson.

2 PARTICIPANT ELIGIBILITY

As stated above, the primary purpose of ESG-funded rapid rehousing and prevention is to reduce entries into homelessness and/or shorten stays in homelessness to the greatest extent feasible.

To be eligible to receive ESG prevention or rapid rehousing assistance, participant households in Alameda County must meet both national and local requirements, and this eligibility must be documented with an application and supporting documentation kept in a client file. These requirements include:

- Participants must be homeless or at imminent risk of homelessness, per the applicable HUD definitions in the ESG regulation (§576.2) supported by documentation;
- Participants must be one of the locally targeted populations for the program, as specified on the application and eligibility determination form;
- Participants must be willing to participate in the program and to meet the terms of a self-developed Housing Stability Plan;
- Participants may not have already received 24 months of ESG assistance during the past 36 months (§576.105(c));
- Participants must meet the local asset policy, including having cash or equivalent assets of less than \$2,000 per single individual and \$3,000 per couple;

In addition:

- Participants receiving prevention assistance must have incomes at or below 30% of the Area Median Income (§576.103).

2.1 ELIGIBILITY FOR RAPID REHOUSING

Rapid rehousing provides financial assistance and supportive services to individuals or families that are literally homeless, staying in shelter or transitional housing or on the streets or other places not suitable for human habitation, or exiting institutions and having entered from one of these locations. Eligibility for rapid rehousing includes those fleeing domestic violence who are living in one of the places named above.

In keeping with the intentions of the program, rapid rehousing assistance will be used primarily to serve households that are:

- 1) Adults or family households able to be rehoused rapidly without anticipation of an ongoing subsidy, with ESG financial assistance anticipated to be of six months or less duration;
- 2) Adults or family households able to be rehoused rapidly with an ongoing subsidy from another source anticipated within six months of ESG program participation;
- 3) Transition-age youth, especially those recently discharged from foster care, who are able to be rehoused rapidly without anticipation of an ongoing subsidy, with ESG assistance of eighteen months or less duration.

2.2 ELIGIBILITY FOR PREVENTION ASSISTANCE

Not Applicable in City of Berkeley

2.3 ELIGIBILITY DETERMINATION

Program operators must determine that potential participants are eligible for assistance, and document this eligibility, including verifying income and housing status. The Program Application and Eligibility Determination Form contains key questions and documentation requirements.



A copy of the [ESG Program Application and Eligibility Determination Form](#) can be found in the Appendix. This document and all supporting documentation should be placed in the Participant's File.



A [Cover Sheet](#) for participant files with a list of all of the program documents can be found in the Appendix.

Ineligible applicants: If a household is assessed and determined to be ineligible, the program operator must notify the household that they have been determined to be ineligible, provide them with the HUD-5380 and 5382 forms discussed below, provide them with appropriate referrals which should be noted on the application form, and create a client file documenting

the assessment process and determination and documenting the household's receipt of the HUD forms.

Notice of Occupancy Rights and Certification

Housing providers are required to provide individuals and families with two documents that describe protections for victims of domestic violence, dating violence, sexual assault, or stalking under VAWA. These are form HUD-5380 *Notice of Occupancy Rights under VAWA* and form HUD-5382 *Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking and Alternate Documentation*. These forms and other guidance regarding VAWA can be found [HERE](#).

HUD-5380 and HUD-5382 must be provided at the following times:

1. When the individual or family **applies** for rental assistance.
2. When the individual or family is **denied** assistance.
3. When the participant **begins receiving** assistance.
4. When the participant is **notified of termination** of assistance.
5. When the participant receives a **notification of eviction**.

3 ENROLLMENT

Once found eligible, to enroll the head of household must sign the ESG Participation Agreement complete the HMIS ROI and staff must complete an HMIS Standard Intake Form (SIF) for all household members.



A copy of the [ESG Program Participation Agreement](#) can be found in the Appendix, immediately following the Application form.

☒ The HMIS Release of Information (ROI), and the Standardized Intake Form (SIF) are developed and updated by the InHOUSE staff at Alameda County Housing and Community Development Department, in accordance with HUD regulations. Housing Agency staff must ensure that the forms in use are the most recent ones, as HUD and local requirements change

periodically. If you are unsure that the forms are the most recent, email HMISsupport@achmis.org.

3.1 BUDGET AND HOUSING STABILITY PLAN

The purpose of ESG Prevention and/or Rapid Rehousing assistance is to provide the support necessary to help the household retain or gain housing in the shortest period of time possible. Critical to being able to retain the housing is a budget and a housing plan. The budget is also needed to determine the amount of financial assistance to be provided.

The Housing Stability Plan should be updated as frequently as necessary to reflect changing situations. Once a participant has moved into housing, the housing specialist and participant should prepare a new Housing Stability Plan that emphasizes those steps or actions needed to retain housing.



A [Sample Budgeting Worksheet](#) and a sample [Housing Stability Plan](#) format can be found in the Appendix of Forms. ***ESG-funded programs may use another version of these forms if approved by the recipient.*** Be sure to make a copy of the Budget and Housing Plan for the participant and insert a signed copy in the participant's file.

4 FINANCIAL ASSISTANCE FOR HOUSING

4.1 ELIGIBLE FINANCIAL ASSISTANCE EXPENSES

The ESG program has the ability to provide temporary financial assistance to participants on a short or medium-term basis. This assistance may include:

Security Deposits: The housing agency may provide a maximum of two times the monthly rent for a unit as a security deposit to assist a participant to secure housing. At such time as the participant may leave the unit and the landlord return all or part of the deposit to the participant, the participant may retain any balance to use toward a new housing situation.

Utility Deposits: If, in order to begin utility service, the household must provide a deposit to a utility company, the program may assist with this deposit.

Rental Assistance payments: If the participant cannot currently afford to rent a unit in the community but is reasonably anticipated to have sufficient income, either through employment or benefits, within approximately six months the program may provide a rental subsidy for the participant. Such subsidies will be as low as possible:

- If the participant has an income he/she is expected to contribute at least 50% of his/her income toward the rent, unless the participant is expected to receive a permanent housing subsidy within approximately six months, in which case the participant may pay only 30% of their income. Documentation of the expectation of a permanent subsidy should be included in the file.
- If the participant has no income, the program may subsidize the entire rent for the first three months.

Rental assistance may be conditioned on the participant fulfilling his or her agreements as part of the Housing Stability Plan and is never offered for more than three months at a time. To continue rental assistance after three months, the program must recertify the participant.



See the [Three Month Reassessment of Eligibility document](#) in the Appendix. Section.

Past due rent arrears: ~~If in order for a household to retain their housing they must pay past due rent the program will cover up to three months of rent arrears not to exceed \$3,000~~ Not eligible under the City of Berkeley PHP.

Past due utility arrears: In rare cases, the ESG program will provide funding for past due utilities. The program will only provide such funding for prevention clients if failure to do so will result in the loss of utilities and under the terms of the participants lease this would be grounds for eviction. The program will only provide utility arrears assistance to rapid rehousing clients if utility arrears mean that then household will be unable to establish utility service in their new housing.

In addition, ESG funds may be used to cover the costs of rental applications provided this is a fee that is charge by the owner to all applicants.

4.2 DETERMINING THE AMOUNT OF FINANCIAL ASSISTANCE

The amount of financial assistance is determined by the amount needed to secure the housing and by the amount of contribution the household is able to make toward the housing costs.

For one-time costs, such as security deposits, and rent and utility arrears, the program will pay the entire amount if the household will have less than 50% of income available after paying

rent, the household's budget does not contain any disposable income, and the household assets are less than \$500.00. If the household has assets greater than

\$500, and/or the household budget indicates income is available to make a portion of the payment, the household should be required to provide a portion of the deposit and/or arrears. The household's payment may be made through a payment plan with the landlord or utility company if that is possible.

For rental assistance payments, households with any income are expected to contribute either 50% of their income, or 50% of the rent, whichever is lower. An exception to this rule may be made for persons with disabilities who are anticipated to receive a permanent subsidy within six months of their ESG program enrollment.

With agency supervisor approval, households may be permitted to contribute less toward the rent for a brief period to cover other extraordinary costs. The program may pay the entire rent on behalf of households that have no income.



The [ESG Financial Assistance Calculation Form](#) can be found in the appendix. The program should complete the form with the participant and the participant should sign it. This calculation needs to be prepared every three months for households receiving medium-term rental assistance.

☒ All financial assistance provided must be recorded in HMIS.

5 SUPPORTIVE SERVICES AND CONNECTION TO MAINSTREAM RESOURCES

Whether covered by ESG funds or other sources, ESG programs are expected to assist clients with housing stability case management and with housing search and placement services as needed.

Housing stability case management includes:

- conducting the official evaluation of eligibility and need, including verifying and documenting eligibility

- counseling
- developing, securing, and coordinating services and assistance in obtaining Federal, state and local benefits
- monitoring and evaluating participant progress;
- providing information and referral to other providers;
- developing an individualized housing plan to permanent housing stability; and
- conducting reevaluations.

These services *may not exceed* 30 days during the period the program participant is seeking permanent housing, and may be provided for up to a total of 24 months within a 36 month period.

While providing prevention or rapid rehousing financial assistance, the program must ensure that the participant meets with a case manager not less than once per month to assist the participant in ensuring long-term housing stability. Case management should be provided more frequently if needed.

Housing search assistance are those services intended to assist program participants in locating, obtaining, and retaining suitable permanent housing, and are expected to be offered to all participants receiving rapid rehousing assistance or prevention assistance that includes moving to another unit. These include:

- assessment of housing barriers, needs, and preferences;
- development of a plan for locating housing;
- housing search;
- outreach and negotiations with landlords; and
- assistance with submitting rental applications and understanding leases.

5.1 LINKS TO MAINSTREAM SERVICES

As part of the stability case management, each participant is expected to be assisted, as needed to obtain other services and mainstream benefits including:

- appropriate supportive services including assistance in obtaining permanent housing, medical health treatment, mental health treatment, counseling, supervision, and other services essential for achieving independent living, and
- other federal, state, local, and private assistance available to assist the program participant in obtaining housing stability, including
 - Medi-Cal or other medical insurance

- TANF
- Food stamps/Supplemental nutrition assistance (SNAPS)
- WIC
- Unemployment insurance
- SSI/SSDI
- Child and adult care food program
- Other mainstream benefit programs from which the participant household could benefit.

☐ While no specific form is provided for this documentation, all case management meetings must be documented in the participant file, and/or in the HMIS case management module. Documentation should include evidence of assistance provided to obtain mainstream resources and the results of that assistance. Subrecipients are encouraged to check with the recipient for approval of documentation.

5.2 LEGAL SERVICES

ESG funds may be used for legal services that are necessary to resolve a legal problem that prohibits the program participant from obtaining permanent housing or will likely result in the program participant losing the permanent housing in which the program participant currently resides.

More detail on eligible legal services activities can be found at (§576.102 (a)(1)(vi)) and (§576.105(b)(4)).

While legal services providers that do not provide financial assistance are not required to complete the financial assistance calculation form, they must ensure that all households assisted meet program eligibility ([Section 1](#) above) including completing the application for assistance to document participant eligibility, and must ensure that the units assisted meet the habitability standards in [Section 6](#) below.

6 HOUSING UNIT REQUIREMENTS

In addition to the household being eligible, the unit to be assisted must also meet eligibility requirements. These include that the rent is both reasonable and at or below the Fair Market Rent market rent, and that the unit meets habitability standards.

6.1 RENT REASONABLENESS AND COMPLIANCE WITH FAIR MARKET RENT

ESG programs must perform both a rent reasonableness determination and document that the rent falls at or below the Fair Market Rent on every unit assisted, whether for prevention or rehousing.

“Rent reasonableness” means that the total rent charged for a unit must be reasonable in relation to the rents being charged during the same time period for comparable units in the private unassisted market and must not be in excess of rents being charged by the owner during the same time period for comparable non-luxury unassisted units.

To make this determination, the recipient or subrecipients should consider

- (a) the location, quality, size, type, and age of the unit; and
- (b) any amenities, housing services, maintenance and utilities to be provided by the owner.

Comparable rents can be checked by using a market study, by reviewing comparable units advertised for rent, or with a note from the property owner verifying the comparability of charged rents to other units owned (for example, the landlord would document the rents paid in other units). NOTE that not every element in the suggested list of nine things to check for must be known to establish a comparable unit. See more guidance at http://portal.hud.gov/hudportal/documents/huddoc?id=DOC_11753.pdf

The Fair Market Rent (FMR) is a benchmark established by HUD for regions. For ESG, the FMR is the maximum rent permitted even if other similar units rent for more. The below chart displays the Fair Market Rents applicable for 2022 and 2023. HUD updates and publishes Fair Market Rents annually. Programs must ensure that they are using the FMR’s in effect at the time of their determination by going to <http://www.huduser.org/portal/datasets/fmr.html>

2025 FMRs By Unit Bedrooms Oakland-Fremont, CA HUD Metro FMR Area					
<i>SRO</i>	<i>Studio/Efficiency</i>	<i>1-bedroom</i>	<i>2-bedroom</i>	<i>3-bedroom</i>	<i>4-bedroom</i>
\$1,453	\$1,937	\$2,201	\$2,682	\$3,432	\$4,077
2024 FMRs By Unit Bedrooms Oakland-Fremont, CA HUD Metro FMR Area					
<i>SRO</i>	<i>Studio/Efficiency</i>	<i>1-bedroom</i>	<i>2-bedroom</i>	<i>3-bedroom</i>	<i>4-bedroom</i>
\$1,369	\$1,825	\$2,131	\$2,590	\$3,342	\$3,954



A copy of a [Rent Reasonableness and FMR Certification](#) form can be found in the forms Appendix. Subrecipients may use an alternative rent reasonableness determination form meets the requirements of the ESG regulations §576.106 and has been approved by the ESG recipient.

6.2 HOUSING INSPECTION

In order to ensure that ESG funds are used in housing that meets minimum habitability standards, an inspection must be performed on every unit assisted, whether for prevention or rehousing. This inspection includes compliance with the Lead Paint Poisoning Prevention Act.



A copy of the required [Habitability Standards Inspection](#) Form can be found in the forms Appendix. This form must be used unless another inspection form is approved by the City of Berkeley. **Every section of the form must be completed. The subrecipient must indicate whether the unit is subject to the Lead Paint Poisoning Prevention Act by determining the date that the unit was built and whether any household member is under the age of six. This determination must be made and confirmed for every unit at the time of lease up by the household.**

6.3 RENTAL ASSISTANCE AGREEMENT

Relationships with landlords are a central component of the program. The housing specialist assists both the participant and the landlord to make the housing successful.

Once a unit has been identified and inspected, the housing agency must ensure that:

a) The tenant receives:

- a written lease or rental agreement from the landlord which clearly outlines the terms of tenancy and conforms with applicable California and local law;
- a copy of HUD-91067 form *VAWA Lease Addendum*, signed by each adult household member, unless these requirements have been incorporated into the lease agreement and signed by each adult household member;
- HUD-5380 form, *Notice of Occupancy Rights under the Violence Against Women Act*, which is available in multiple languages and must be provided in the language requested by persons with limited English proficiency.

- HUD-5382 form, *Certification of Domestic Violence, Dating Violence or Stalking*; which is available in multiple languages and must be provided in the language requested by persons with limited English proficiency.

Note that HUD-5380 and 5382 have been translated into a number of languages and can be found here:

https://www.hud.gov/program_offices/administration/hudclips/forms/hud5382

- b) The landlord is apprised of the nature of the program, the anticipated support to the participant, the obligations of the landlord, and the manner in which the landlord may contact the program if there are concerns.

At a minimum, the housing agency will provide the landlord with a copy of the Rental Assistance Agreement Letter describing the program and outlining the basic support the participant is anticipated to receive. **The Rental Assistance Agreement Letter must include notification of VAWA requirements. Agency must use attached Rental Assistance Agreement Letter (See Appendix) unless the City of Berkeley has approved another agency agreement form. The landlord must sign the letter and return it to the agency. Some agencies may prefer to use a contract or housing assistance payments (HAP) agreement that outlines in greater detail the rights and obligations of the parties. Use of such an agreement is fine if it covers all requirements in the ESG regulations §576.106 (e) and VAWA protections §5.2005 and has been approved in advance by the City of Berkeley.**

In order to determine that the landlord named on the lease is the legitimate owner of the property, the housing agency will use a database service, such as Realquest, or another manner to verify and document the ownership. In addition, the housing agency shall collect a W-9 from the landlord or property management agency and follow all IRS reporting requirements.



A copy of the [Rental Assistance Agreement Letter](#) is included in the appendix. A copy of this letter or an acceptable substitute agreement should be kept in the participants file, along with a copy of the tenant's lease and ~~printout from the database used to verify the ownership of the unit~~ and a copy of the W-9. The original W-9 must be given to ~~the housing agency's finance division~~ **the City of Berkeley. The City of Berkeley will verify property ownership.**

6.4 LEASE AGREEMENT

Once a unit has been identified and inspected, the housing agency must ensure that the participant/tenant receives a written one-year lease or rental agreement from the landlord which clearly outlines the terms of tenancy and conforms with applicable California and local law.

VAWA-Mandated Requirements: Participant leases must include either a copy of HUD-91067 form VAWA Lease Addendum, signed by each adult household member or a lease agreement that includes the following provisions in order to comply with the Violence Against Women Act:

1. *The Landlord may not consider incidents of domestic violence, dating violence or stalking as serious or repeated violations of the lease or other “good cause” for termination of assistance, tenancy or occupancy rights of the victim of abuse.*
2. *The Landlord may not consider criminal activity directly relating to abuse, engaged in by a member of a tenant’s household or any guest or other person under the tenant’s control, cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant’s family is the victim or threatened victim of that abuse.*
3. *The Landlord may request in writing that the victim, or a family member on the victim’s behalf, certify that the individual is a victim of abuse and that the Certification of Domestic Violence, Dating Violence or Stalking, Form HUD--5382, or other documentation as noted on the certification form, be completed and submitted within 14 business days, or an agreed upon extension date, to receive protection under the VAWA. Failure to provide the certification or other supporting documentation within the specified timeframe may result in eviction.*

If the lease does not cover the terms of the Violence Against Women Act then a lease addendum should be executed that covers these requirements.



A copy of a [HUD VAWA Lease Addendum](#) can be found in the Appendix and also on the [HUD website](#). Housing providers must customize the agreement by adding tenant, landlord and unit number and address information and must be signed by the landlord and each adult household member.

Each adult household member must sign the VAWA Lease Addendum form or if the above three provisions are included in the lease agreement, each adult household member must sign the lease agreement.

Lease Bifurcation: Housing providers may bifurcate leases to evict, remove, or terminate assistance to a household member who engages in domestic violence-related criminal activity without evicting, removing, or terminating assistance to, or otherwise penalizing, a victim of such criminal activity who is also a tenant or lawful occupant, without regard to whether the household member is a signatory to the lease. **Financial assistance shall continue for the family member(s) who are not evicted or removed.**

If the Housing provider bifurcates a lease, and the individual who was evicted or for whom assistance was terminated was the eligible tenant, the housing provider shall provide any remaining tenant(s) that were not already eligible a period of 90 calendar days from the date of bifurcation of the lease to:

- a. Establish eligibility for the same program under which the evicted or terminated tenant was the recipient of assistance at the time of bifurcation of the lease; or
- b. Establish eligibility under another covered housing program; or
- c. Find alternative housing.

The 90-calendar day period above will not be available to a remaining household member if the statutory requirements for the housing program prohibit it. The 90-day period also will not apply beyond the expiration of a lease, unless this is permitted by program regulations. The 90-calendar-day period is the total period provided to a remaining tenant to establish eligibility under the three options provided above.

The housing provider may extend the 90-calendar-day period up to an additional 60 calendar days, unless prohibited from doing so by statutory requirements of the covered program, or unless the time period would extend beyond the expiration of the lease.

Housing providers are encouraged to undertake whatever actions permissible and feasible under their program to assist individuals residing in their units who are victims of domestic violence, dating violence, sexual assault, or stalking to remain in their units or other units under the housing program, or other covered housing providers, and for the housing provider to bear the costs of any transfer, where permissible.

All applicable fair housing and civil rights statutes and requirements apply in the implementation of VAWA requirements.

Documentation

It is strongly recommended that Housing providers maintain a note or other documentation in each tenant file that indicates each applicant/tenant was provided the Notice of Occupancy Rights (form HUD-5380) and Certification Form (form HUD-5382) at each of the following times:

- At the time an applicant is denied assistance or admission;
- At the time the household is assisted or provided admission (i.e. at move-in), and
- With any notification of eviction or termination of assistance. Note that Housing providers do not need to provide the forms with subsequent notices sent for the same infraction.

6.5 THREE MONTH REASSESSMENT OF ELIGIBILITY

Any participant who receives more than three months of assistance from the program needs to be formally reassessed. This is distinguished from the more frequent check-ins and meetings with the client, which should occur frequently and as needed, and are recorded in case notes.

During the reassessment process, the program is, at a minimum, confirming:

- The participant has not received more than 24 months of assistance, including any arrears coverage.
- The participant's income level is such that there is still a need to provide financial assistance in order to maintain housing stability.
 - Income is not greater than 30% of the Area Median Income (AMI)
 - Rent is more than 50% of participant income (unless the participant is awaiting a permanent subsidy and is currently paying 30% of income.)
- The participant is making documented progress on their housing plan and taking the steps needed towards housing stability without program financial assistance.
- The participant lacks the financial resources or support networks to secure their housing without continued assistance.

The three-month reassessment is also used to update the participant's HMIS record with current information about housing and income.

Once the three-month reassessment of eligibility is completed, the household should be notified whether they will continue to receive assistance or not, including signing the reassessment form. If continuing to receive assistance, new documents, including an updated housing stability plan, budget and financial assistance calculation should be prepared and discussed with the client.



A copy of the [Three Month Reassessment of Eligibility](#) is included in the appendix. The Reassessment requires updated documentation of income, which should be attached to the form and included in the file.

☒ Key pieces of information from the Three-Month Reassessment Form, including any change in income or address is to be entered into HMIS. (In the future, the Three-Month Reassessment may be an HMIS provided form.)

7 TERMINATION OF HOUSING ASSISTANCE OR PROGRAM PARTICIPATION

Housing assistance under this program is intended to be temporary and to help participants secure housing that they can remain in without long-term financial support. Any housing assistance is contingent on the participant's active participation in carrying out the terms of his/her Housing Stability Plan. Failure to take steps agreed to in the plan, such as seeking work, applying for benefits, looking for housing or accepting housing that meets the participant's criteria are a reasonable basis for recommending termination of financial assistance.

If a program participant is found to be violating the participation agreement, reasonable efforts will be made and documented by staff to assist the participant to address the issue or correct the violation prior to terminating services. Violations that endanger staff, any other participant, any other person, or the viability of the program as a whole will be acted upon immediately.

If a participant is determined to be in continued or grave violation of the program rules, a written Notice of Termination of Assistance will be provided to the program participant containing a clear statement of the reasons for termination, the date on which the termination will become effective, and the process for appealing the decision.

Participants receiving a Notice may request that the decision to terminate participation be reviewed by making a request to the designated supervisor within the agency. This request must be made in writing and must be reviewed within 14 calendar days. A written notice of the final decision will be issued to the participant.

The program may also resume assistance to a program participant whose assistance was previously terminated with the approval of the agency supervisor.



A sample [Notification of Termination of ESG Assistance](#) is provided in the Appendix of Forms. Subrecipients may use an alternative Termination form as long as it covers all of topic areas required under ESG regulations §576.402 and has been approved by the ESG recipient, **the City of Berkeley**.

7.1 GRIEVANCES AND APPEALS

Agencies ~~ESG-subrecipients~~ must notify participants of the agency's grievance policy at the time of program enrollment, including providing them with a written copy of the policy and keeping a copy of a signed version of the policy or other notification in the participant file. Housing agencies will follow their agency grievance and appeals process, through to the level of the highest-ranking staff member of the agency or as may be otherwise specified in the agency's approved policy and procedures.

If there is a grievance specific to the ESG which has not been resolved through the agency grievance process, ESG program participants may appeal to the local recipient, **the City of Berkeley**.

8 PROGRAM EXIT

Upon completion of the program, or upon termination prior to completion, all members of the household should be exited from the program in HMIS. At this time all information including household income, final address and housing status are recorded and updated.

☰ The Exit Form is an HMIS-provided form. A printed copy of the form(s) should be kept in the participant file and all data entered into HMIS.

9 FAIR HOUSING, EQUAL OPPORTUNITY AND PHYSICAL ACCESSIBILITY REQUIREMENTS

Fair Housing Act

The Fair Housing Act protects people from discrimination when they are renting or buying a home, getting a mortgage, seeking housing assistance, or engaging in other housing-related activities. [Additional protections](#) apply to federally-assisted housing. The Fair Housing Act prohibits discrimination in housing on the basis of:

- Race
- Color
- Religion
- Sex (including gender identity and sexual orientation)
- Age
- National Origin
- Familial Status
- Disability

The State of California extends additional protection to tenants on the basis of:

- Ancestry
- Citizenship status
- Mental disability
- Gender identity/ expression
- Immigration status
- Marital status
- Military and veteran status
- Primary language
- Sexual orientation, and
- Source of income.

Affirmative Outreach

ESG Recipients and Subrecipients must communicate and inform interested parties and participants that the use of ESG funded facilities, services and assistance is available to all otherwise eligible individuals and families without discrimination. ESG Recipients and subrecipients must develop and implement affirmative outreach written procedures and communication tools and materials to inform persons without regard to race, color, ethnicity, religion, sex, age, national origin, familial status, or disability, how to obtain access to facilities and services. If it appears the procedures subgrantee and subrecipient intends to use to accomplish this will not reach persons of any particular race, color, religion, sex, age, national origin, familial status, or disability who may qualify for those activities and services, subgrantee and subrecipient must establish additional procedures to ensure those persons are made aware of assistance opportunities.

Recipients and subrecipients must document their compliance with federal affirmative outreach requirements. Subgrantee and subrecipients must have available for review records demonstrating compliance with state and federal nondiscrimination and equal opportunity rules, including data concerning race, ethnicity, disability status, sex, and family characteristics of persons and household who are applicants for, or program participants in any program or activity funded in whole or in part with ESG funds and the affirmative outreach requirements above.

Nondiscrimination and Equal Access

Nondiscrimination - ESG Recipients and subrecipients are required to comply with all federal and statutes relating to nondiscrimination, and may not take any of the following actions based on race, color, religion, gender, age, national origin, familial status, disability (Federal protected classes) or ancestry, citizenship status, mental disability, gender identity/ expression, immigration status, marital status, military and veteran status, primary language, sexual orientation, and source of income (State of California protected):

- Refuse to accept an application for housing assistance or services
- Deny an application for housing assistance or services
- Set different terms, conditions or privileges for housing assistance or services
- Provide different or specific housing, facilities or services
- Falsely deny that housing is available for inspection or rental or that services are available
- Deny anyone access to a facility or service.

The Fair Housing Act prohibits discrimination based on protected classes in the housing activities of advertising, screening and unit rentals. Screening criteria cannot be discriminatory and must be consistently applied. **Equal Access** – The 2012 Equal Access Rule and 2016 Equal Access in Accordance

with Gender Identity Final Rule ensures equal access to individuals in accordance with their gender identity in programs and housing funded by HUD, such as ESG. The Notice of Equal Access must be provided to households receiving housing assistance, and can be found here:

<https://files.hudexchange.info/resources/documents/Notice-on-Equal-Access-Rights.pdf>

Persons with Disabilities – Providing accessible housing can help ensure equal housing opportunity for persons with disabilities and is required by law. Several federal laws require that private and federally-assisted housing be accessible to persons with disabilities. These laws and their implementing regulations set out the requirements for physical accessibility and include the [Fair Housing Act, Section 504 of the Rehabilitation Act of 1973 \(Section 504\)](#), [Americans with Disabilities Act \(ADA\)](#), [Architectural Barriers Act \(ABA\)](#), and [Application of Multiple Federal Laws](#)

These laws also require housing providers to make reasonable accommodations and reasonable modifications for individuals with disabilities. Federal nondiscrimination laws that protect against disability discrimination cover not only tenants and home seekers with disabilities, but also buyers and renters without disabilities who live or are associated with individuals with disabilities. These laws also prohibit housing providers from refusing residency to persons with disabilities, or placing conditions on their residency, because they require reasonable accommodations or modifications.

Under the Fair Housing Act a reasonable accommodation is a change, exception, or adjustment to a rule, policy, practice, or service. The Fair Housing Act makes it unlawful to refuse to make reasonable accommodations to rules, policies, practices, or services when such accommodations may be necessary to afford persons with disabilities an equal opportunity to use and enjoy a dwelling and public and common use areas. In addition, the Fair Housing Act prohibits a housing provider from refusing to permit, at the expense of the person with a disability, reasonable modifications of existing premises occupied or to be occupied by such person if such modifications may be necessary to afford such person full enjoyment of the premises.

Modifications - Under Section 504 and the ADA, public housing agencies, other federally-assisted housing providers, and state or local government entities are required to provide and pay for structural modifications as reasonable accommodations/modifications.

Examples of reasonable modifications include such things as the installation of a ramp into a building, lowering the entry threshold of a unit, or the installation of grab bars in a bathroom.

Under the Fair Housing Act, prohibited discrimination includes a refusal to permit, at the expense of the person with a disability, reasonable modifications of existing premises occupied or to be occupied by such person if such modifications may be necessary to afford such person full enjoyment of the premises.

Under Section 504, a housing provider is required to provide and pay for the structural modification as a reasonable accommodation unless it amounts to an undue financial and administrative burden or a fundamental alteration of the program. If an undue burden or fundamental alteration exists, the recipient is still required to provide any other reasonable accommodation up to the point that would not result in an undue financial and administrative burden on the particular recipient and/or constitute a fundamental alteration of the program.

For more information, visit [Section 504 Frequently Asked Questions page](#).

9.1 ADDITIONAL RESOURCES

- [Examples of Housing Discrimination](#)
- [Fair Housing and Related Laws](#)
- [File a Complaint](#)

Limited English Proficiency - The Federal government has issued a series of policy documents, guides and regulations describing how Recipients and subrecipients should address the needs of residents who have limited English proficiency (LEP). The abbreviated definition of persons with limited English proficiency is those who: have difficulty reading, writing, speaking, or understanding English, and do not use English as their primary language.

Recipients and subrecipients must have a LEP policy document that describes the actions subgrantee and subrecipient took to identify LEP populations in their service area and actions they will take to provide language assistance and address language barriers. The policy must also state how and how often staff will receive training about assisting LEP persons, how the level of success of the policy will be identified and how changes will be made if needed.

Recipients and subrecipients should create a written Language Access Plan (LAP) to provide a framework to document how the agency's programs will be accessible to all populations in their service area. Recipients and subrecipients who serve few persons needing LEP assistance may choose not to establish a

LAP; however, the absence of a written LAP does not release subgrantee's and subrecipient's obligation to ensure LEP persons have access to programs or activities.

More Information can be found here: <https://www.lep.gov/>

And here:

https://www.lep.gov/sites/lep/files/resources/2011_Language_Access_Assessment_and_Planning_Tool.pdf

City of Berkeley ESG Rapid Rehousing and Prevention



Appendix of Forms and Documents

(click [here](#) to return to the main section of manual)

City of Berkeley ESG Client File Document Check List
(click [here](#) to return to relevant section of manual)

Last Name: _____ First Name: _____ HMIS ID: _____

I. Eligibility Documentation (check or indicate date completed in blank to left)

- _____ Application for Assistance and Eligibility Screening Form
- _____ Income Eligibility Determination and Back up Documentation
- _____ Asset Verification Documentation
- _____ Intake on Head of Household (HMIS SIF form)
- _____ Intake(s) on other household members (*if applicable*) (HMIS SIF form)
- _____ Current ROI _____ Date: _____

II. Documentation on the Housing Unit and/or Utilities (check or indicate date completed in blank to left)

- _____ Documentation of rent or utility arrears (*if applicable*)
- _____ Rent Reasonableness and Payment Standard determination for rental unit
- _____ Complete Habitability Inspection Report (includes Lead Assessment, if applicable)
- _____ Lease between Participant and Landlord
- _____ Lease Addendum with VAWA language, if not in Lease Agreement
- _____ Rental Assistance Agreement with VAWA language with Landlord
- _____ W-9 Form
- _____ Other: _____
- _____ RealQuest or other owner verification documentation

III. Documentation of Assistance/Ongoing Services (check or indicate date completed in blank to left)

- _____ Household Budget
- _____ Housing Stability Plan
- _____ Financial Assistance Calculation Form
- _____ Links to Mainstream Resources
- _____ Case Management Notes
- _____ Three Month Reassessment(s) (*if applicable, insert dates*)
1. _____ 2. _____ 3. _____ 4. _____
- _____ Exit Form (HMIS form)
- _____ Termination of Housing Assistance Form (*if applicable*)
- _____ Other: _____

City of Berkeley ESG Application for Assistance and Eligibility Determination Form

(click [here](#) to return to relevant section of the manual)

Complete this form and have the head of household sign it. This form will determine eligibility and act as an application by the household for assistance.

Assessment Date: ____ / ____ / ____

Staff: _____ Agency: _____

A. General Information

1. Head of Household:

First: _____ Middle: _____ Last: _____ Suffix: _____

Complete ROI for Head of Household or check here _____ if current ROI on file

2. Other Members of Household

First Name	Last Name	Age	Relationship to Head of Household

Total number of persons in household: _____

If applicant is determined to be eligible for assistance, you must complete an HMIS Standard Intake Form (SIF) for every household member.

3. Why are you seeking assistance? Please choose an option, then describe below.

<input type="checkbox"/> I am living on the streets, or a place not meant for human habitation	<input type="checkbox"/> I am in a shelter or TH housing program and have been referred for rapid re-housing	<input type="checkbox"/> I am applying for shelter because I must leave where I am currently staying	<input type="checkbox"/> I want to keep the housing I have and am at imminent risk of losing it Not eligible under the City of Berkeley PHP
--	--	--	---

Explanation:

I understand that I am applying for assistance from the federally-funded Emergency Solutions Grant Program. I understand that I am required to certify that all information in this application is true and to provide all required documents to determine eligibility and to enter into a housing stability plan if I am eligible for assistance. I also understand that financial assistance is not guaranteed, is time-limited, and may be terminated or adjusted at any time. I declare that all information I have provided in this application is true to the best of my knowledge.

Head of Household Signature: _____ Date: _____



B . Rapid Rehousing Assessment (Cross through and skip this section if applicant household is applying for prevention assistance)

Homeless Status Documentation: To receive rapid rehousing assistance, clients must be homeless by the HUD Homeless Definition and eligible for assistance under certain categories. Use this portion of the form if the applicant client household is Literally Homeless (Category 1), or is fleeing/attempting to flee domestic violence (*Category 4*) **and** also meets the category of Literally Homeless. Otherwise, complete Section B. of this form for Homeless Prevention.

1. Is household among the eligible target population for this program?

- Living/staying in a shelter.
- Living on the streets, a car, an encampment or a place not meant for human habitation.
- Living/staying in transitional housing.
- Exiting an institution where s(he) resided for 90 days or less and previously resided in a shelter or the streets of place not mean for human habitation.
- Fleeing or attempting to flee domestic violence **and also meets one of the above conditions.**

Documentation	
Literally Homeless – on the streets or in a shelter	(in order of preference for documentation) <input type="checkbox"/> Written observation by an outreach worker (attached), or <input type="checkbox"/> Written referral by another housing or service provider (attached) HMIS intake for shelter/TH, or <input type="checkbox"/> Self- certification that s(he) was living on the streets or in a shelter (attached)
Exiting an institution and entered from literal homelessness	One of the forms of evidence above <u>and</u> <input type="checkbox"/> Discharge paperwork or written/ or documented oral referral (attached), or <input type="checkbox"/> Written report of intake workers due diligence to obtain above evidence <u>and</u> certification by the individual that they exited institution (attached)

Be sure to attach the supporting documentation to the application in file.

2. This household is a candidate for ESG rapid rehousing because:

- They are homeless but have adequate income to afford a place if assisted to obtain one with short-term assistance (deposit and up to one to three month’s rent subsidy).
- They are homeless and don’t currently have adequate income for housing but have potential to increase income to be self sustainable within approximately 6 months and are willing to commit to a housing stability plan.
- They are currently homeless but with assistance can move into a stable situation with friends or family or another situation that doesn’t require an increase in income **and will be included on a lease.**
- They are currently homeless and are expected to receive a housing subsidy within six months from another source but need financial assistance to gain housing and/or support services

Subsidy anticipated:

- OPRI VASH Shelter Plus Care Other: _____

Benefit anticipated: SSI Date expected: _____ Verified by 3rd Party: _____

Note: ESG funds may not be used to cover any cost covered by another subsidy source. For rapid rehousing candidates with a subsidy, ESG may only be used to pay security deposit and utility deposits if needed to secure housing.

Current Subsidy _____ pays for:

No other subsidy currently

Proceed to Part D: Income Verification Section

C. Homelessness Prevention (Cross through and skip this section if applicant household is applying for Rapid Rehousing)

To receive Prevention assistance, clients may either be homeless under certain categories of the HUD Homeless Definition or At risk of Homelessness under any category of that definition. Use this portion of the form if the applicant client household is at Imminent Risk of Homelessness (Category 2), fleeing/attempting to flee domestic violence **but** does not meet the category of Literally Homeless (Category 4) or is At Risk of Homelessness. Households who do not qualify for rapid rehousing or prevention assistance under these definitions are not eligible for ESG assistance under this program.

1. This household is a candidate for prevention assistance because:

- They are currently seeking shelter, and have been staying with family or friends who will no longer let them remain there. (Must be required to leave within 14 days.)
- They are staying in a hotel or motel using their own resources, have no other residence and lack the resource and support networks to obtain other permanent housing.
- They are fleeing or attempting to flee domestic violence, have no other residence and lack the resource and support networks to obtain other permanent housing.
- ~~They have a place to live with their name on the lease from which they are being evicted (must be required to leave within 14 days.)~~ **Not eligible under the City of Berkeley PHP.**
- They are about to be discharged from foster care, or have recently been discharged from foster care, and the residence where they are currently living will be lost within 14 days

Documentation	
Imminent Risk of Homelessness	<input type="checkbox"/> A court order resulting from an eviction action notifying the individual or family that they must leave (attached), or <input type="checkbox"/> Leaving a hotel or motel – evidence that household has been staying in hotel/ motel (attached), and this application documents lack of resources <input type="checkbox"/> A documented and verified oral statement that residence will be lost within 14 days of the date of this application (attached), and this application documents lack of resources.
Leaving an institution, including foster care	One of the forms of evidence above <u>and</u> <input type="checkbox"/> Discharge paperwork or written/oral referral (attached), or <input type="checkbox"/> Written report of intake workers due diligence to obtain above evidence <u>and</u> certification by the individual that they exited an institution or foster care (attached)
Fleeing domestic violence	For victim services providers: <input type="checkbox"/> An oral statement, by the individual or head of household self-certified or certified by the intake worker, which states they are fleeing and have no subsequent resident or resources. For non-victim services providers: <input type="checkbox"/> An oral statement, by the individual or head of household self which states they are fleeing and have no subsequent resident or resources. Where the safety of the individual or family is not jeopardized, the oral statement must be verified.

2. Housing Assessment (Prevention Only) *Households with a lease in their name are not eligible for the City of Berkeley PHP assistance. Please go to section II of this page.*

I. If household intends to keep current housing, what is the monthly rent? _____



If the household intends to remain in their current unit, does the rent amount exceed the FMR payment standard (based on the chart below)?

No: Proceed to next page.

Yes: Client is not eligible to be subsidized in their current unit. Ask the client if they are interested in relocating to less expensive housing and if so, proceed with assessment. Otherwise, stop here; client is not eligible. Proceed to end of form

Final FY 2025 FMRs By Unit Bedrooms Oakland-Fremont, CA HUD Metro FMR Area					
SRO	Studio/Efficiency	1-bedroom	2-bedroom	3-bedroom	4-bedroom
\$1,453	\$1,937	\$2,201	\$2,682	\$3,432	\$4,077

Source: <http://www.huduser.org/portal/datasets/fmr.html> 11/7/24

Is your name on a rental agreement?

No Yes

If you owe back rent, how much do you owe? _____ **Not eligible under the City of Berkeley PHP.**

How many month's rent is that?

One Two Three Four Five Six or more Don't Know

Is your landlord willing to accept rent from you?

No Yes Don't Know Does Not Apply

If you are at risk of eviction, where are you in the eviction process?

Have not been served formal notice Served a 3-day notice to pay rent or quit Served an Unlawful Detainer summons Eviction judgment has been issued

Does not apply

II. If your name is not on a rental agreement, are you living with someone who has a rental agreement and who has notified you in writing that you must leave?
 No Yes

Do you currently receive any type of housing or utility subsidy or assistance from any other source?

No Yes

Subsidy pays for: _____

Note: ESG funds cannot be used to cover any cost covered by another subsidy source. For prevention candidates with a housing subsidy, ESG may only be used to pay the tenant portion of overdue back rent.

Be sure to attach housing status verification form and supporting documentation in file. Proceed to Part D: Income Verification Section

D. Income Verification

What is the combined income of this applicant household? _____

Household size: _____

Alameda County, California FY2024 Income Limits								
Household Size	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Extremely Low Income (30% of AMI)	\$32,700	\$37,400	\$42,050	\$46,700	\$50,450	\$54,200	\$57,950	\$61,650

Source: https://www.huduser.gov/portal/datasets/il.html#data_2024

At or below 30% AMI for household size

Above 30% AMI for household size and seeking rapid rehousing assistance. **The City of Berkeley authorization of recipient may be is required to proceed.**

Required Authorization: _____ (if applicable)

Above 30% AMI for household size and seeking prevention assistance– INELIGIBLE: Proceed to end of form.

You may use the ESG Income Eligibility Calculation Form or another similar form to determine income. Be sure to include income verification form and supporting documentation for determination in file.

E. Resources, Networks and Asset Determination

In addition to meeting the housing status and income requirements, applicants must demonstrate that they do not have sufficient support or resources to retain or gain housing on their own.

ii. Asset Assessment

To determine whether the applicant household has resources that could be used to prevent or end their homelessness, and to determine the amount of financial assistance to be provided, the program must review their assets. This portion of the form applies to all adults in the household listed on page 1.

No Bank accounts

Bank Accounts (attach appropriate third party documentation for all accounts listed below)

1. Name of Financial Institution: _____ Type of account: _____

Name(s) on Account: _____

Acct #: _____ Acct. Balance: _____ as of ____/____/____

2. Name of Financial Institution: _____ Type of account: _____

Name(s) on Account: _____

Acct #: _____ Acct. Balance: _____ as of ____/____/____

Investment Accounts (obtain appropriate third party documentation for all accounts listed below)

1. Name of Financial Institution: _____ Type of account: _____

Name(s) on Account: _____

Acct #: _____ Acct. Balance: _____ as of ____/____/____

Other Assets

of Vehicles: _____ No Vehicles

Make: _____ Model: _____ Year: _____

Make: _____ Model: _____ Year: _____

For cars that are 2007 or newer, note blue book value: _____

Property (describe and note value): _____

Other (describe): _____

Be sure to attached copies of bank statements or other asset verification

 If assets exceed **\$2,000** per individual or **\$3,000** per couple, if any vehicle is worth more than \$10,000, or if household has more working cars than adult drivers, the household is ineligible.

No Yes: ineligible. Proceed to end of form

ii. Personal Resource and Networks

Other subsequent housing options

What steps have you taken to identify other appropriate housing options that you can afford *without any assistance from this program*?

Summary of assessment: _____

Does the household have any other appropriate housing options? Yes No

2. Financial Resources

Do you have any other resources that you could use to help your household gain housing or remain in your

housing? (See asset assessment; discuss use of participants personal resources to resolve situation.)

Summary of assessment: _____

Does the household have other financial resources sufficient to obtain other appropriate subsequent housing or remain in their existing housing? Yes No

2) Support Networks

Do you have any other support networks that could help you gain housing or remain in your housing? (This would include family or friends who can lend or give money, a faith-based organization that can assist you, someone with whom you can live, etc.)?

Summary of assessment: _____

Does the household have support networks needed to obtain other appropriate subsequent housing or remain in their existing housing? Yes No

F. Approach to housing stability

How did your current situation of homelessness or housing instability come about?

Describe: _____

Are you currently doing anything to increase your household income or decrease your costs?

No Yes Does Not Apply

Describe: _____

If you are to be assisted, are you willing to participate in services to increase your income or decrease your costs?

No Yes Does Not Apply

 **If household is not currently working toward increasing income or decreasing costs and is unwilling to do so, the household *may be* determined as ineligible.** (Note that households with a fixed income may not need to increase income to remain stable.)

Please add any other information pertinent to eligibility determination:

FOR STAFF USE ONLY:

Last Name: _____ First Name: _____ HMIS ID: _____

Eligibility Determination

A. Household is not eligible to receive ESG assistance due to:

- Not among target population for local program
- Ineligible Housing Status
- Over Income
- Households Assets exceed asset limit
- Household is already receiving a subsidy for the same cost for which the household is seeking assistance
- Adults in household unwilling to engage in activities or participate in services designed to support housing stability plan
- Household as already received 24 months of ESG assistance in last 36 months

If client is not eligible, inform client of determination and refer client to other programs that may be able to assist the household. Programs referred to:

1. Program: _____ How was referral made?: _____
2. Program: _____ How was referral made?: _____
3. Program: _____ How was referral made?: _____
4. Program: _____ How was referral made?: _____

B. Household is eligible to receive ESG assistance.

- Eligibility for rapid rehousing verified;** household will be enrolled and housing search assistance will begin.
- Eligibility for prevention assistance verified;** new housing has been identified or current housing is to be retained and program will proceed to check on unit eligibility and to offer financial assistance and housing stability support.

Staff signature: _____ **Date:** _____

Proceed to ~~enroll~~ collect the below documents from the Household:

- Complete ROI and HMIS Intake
- Enter data into HMIS
- Sign the Participation Agreement
- Complete the Household Budget
- Develop Housing Stability Plan
- Complete Request for Tenancy Approval
- Complete Financial Assistance Calculation Form

City of Berkeley ESG Program Participation Agreement

(click [here](#) to return to relevant section of the manual)

The ESG Program provides support services and limited financial resources to help households gain housing or remain housed. I understand that this program may provide me with some or all of the following services:

- Assistance finding and obtaining housing
- Assistance developing a housing plan
- Assistance to stay in housing I currently occupy, including legal assistance and/or negotiations with family members, friends or landlords;
- One-time or short-term financial assistance to support gaining or retaining housing which may include rental deposits, rental or utility arrears, or short to medium term rental assistance payments designed to secure or retain housing;
- Referrals and support to apply for benefits for which I or a member of my household may be eligible.
- Other services related to securing housing, such as, but not limited to, assistance getting identification, preparing housing applications, searching for housing, negotiating with landlords and other services.

I agree to do the following:

- Provide accurate and honest information to my housing specialist and other program staff.
- Work with a housing specialist to develop a housing plan.
- Take all necessary steps to achieve the goals outlined in the plan.
- Meet with my housing specialist at intervals established in my housing plan, and not less than monthly during my participation in the program.
- Permit home visits and inspections of my housing during my participation in the program. (Advance notice will be provided.)
- Provide current proof of income when requested.
- Pay my portion of rent on time every month and *immediately* advise the housing specialist if I have any trouble in doing so.
- Provide any documentation required by the housing specialist as it pertains to progress on my housing plan, my rent status or income (i.e. attendance record for job training program, proof of application for benefits, etc.)
- Be contacted for follow-up phone calls about my participation in ESG for up to 24 months after I complete the program.

I understand that neither _____ (agency name) nor any party to the ESG Program is responsible for my rent or lease. I understand that assistance will only be provided if I am in compliance with the program requirements including the terms of my Housing Stability Plan.

Client Name: _____ Client Signature: _____ Date: _____

Housing Specialist: _____ Agency Name : _____ Date: _____



City of Berkeley Sample Budgeting Worksheet

(click [here](#) to return to relevant section of the manual)

Participant Name:	Date:	
	Actual (with current income)	Proposed (with anticipated income and/or subsidy)
Housing Expenses		
Rent		
PG&E		
Water		
Other:		
Car Expenses		
Loan payment		
Insurance		
Gas		
Maintenance & repairs		
Debt		
Creditor 1		
Creditor 2		
Miscellaneous		
Groceries, Lunches, meals		
Childcare		
School supplies		
Prescriptions		
Cable TV		
Internet Connection		
Telephone		
Clothing		
Hair supplies/Toiletries		
Other:		
Other:		
Expense Total		
Income		
Earnings		
Social Security related \$		
Unemployment		
Food Stamps		
Other:		
Other:		
Income Total		
Total Income Minus Expenses		

Participant Signature: _____ Date: _____

Case Manager/Housing Specialist Name _____ Signature _____ Date _____

City of Berkeley ESG Housing Stability Plan

(click [here](#) to return to relevant section of the manual)

Client/Head of Household Name: _____

Initial Plan Date _____

My 30 day housing goal is: _____

If different, my 90 day goal is _____

If different, my permanent housing goal is _____

I have or will have the following resources to help me achieve my goals:

- 1.
- 2.
- 3.

In order to reach these goals, I commit to take the following steps:

Step	Actions	What I'll do/Help I'll Receive	30 day progress	60day progress	90 day progress
1		<input type="checkbox"/> referrals to mainstream resources	CM Sign: Date:	CM Sign: Date:	CM sign: Date:
2		<input type="checkbox"/> referrals to mainstream resources	CM Sign: Date:	CM Sign: Date:	CM sign: Date:
3		<input type="checkbox"/> referrals to mainstream resources	CM Sign: Date:	CM Sign: Date:	CM sign: Date:

Client Signature: _____ Date: _____ Housing Specialist: _____ Date: _____

City of Berkeley ESG Financial Assistance Calculation Form

(click [here](#) to return to relevant section of the manual)

Before preparing this calculation, complete the budget form with the Head of Household. Use this form and information from the application, the budget and the lease and/or arrears documentation to determine the amount of financial assistance that the household will receive. **This form must be prepared every three months during the time in which the household receives financial assistance.**

Head of Household : _____ Service Point ID: _____

Assessment date: _____ Staff: _____

First financial assistance calculation

Reassessment of financial assistance

A. GENERAL

Enter the information below from the budget and assets form to determine the amount of financial assistance

Combined Household income: _____ (from application) Rent: _____ (from lease)

Income minus Rent: _____ * **Percent of income for rent without subsidy:** _____

Total Expenses _____ (from budget)

* **Difference between income and expenses:** _____

* **Current Assets:** _____ (from application)

Use information indicated with * to determine financial assistance below

B. SECURITY DEPOSIT (skip if not applicable)

New residence requires a Security Deposit of: _____ (This may include up to two months rent if required as deposit but should not include first month's rent in this calculation. Assistance with First month's rent should be part of the Rental Assistance in section C. below)

Based on income and assets, **household will make:**

No contribution to the deposit without jeopardizing housing stability (household has less than 50% of income left after paying rent and household budget has no disposable income; household has assets of less than \$500.)

A one-time payment toward the security deposit of: _____ (household has assets of greater than \$500 and/or budget indicates disposable income available for a payment.)

Program will make a payment on behalf of household of: _____

B. UTILITY DEPOSIT (cross through and skip if not applicable)

To receive utilities at the new residence, one or more utility companies require a Utility Deposit of:

Utility: _____ Required Deposit: _____

Utility: _____ Required Deposit: _____

Utility: _____ Required Deposit: _____

Based on income and assets, **household will make:**

No contribution to the deposit without jeopardizing housing stability (household has less than 50% of income left after paying rent and household budget has no disposable income; household has assets of less than \$500.)

A one-time payment toward the security deposit of: _____ (household has assets of greater than \$500 and/or budget indicates disposable income available for a payment.)

Program will make a payment on behalf of household of: _____

C. SHORT OR MEDIUM TERM RENTAL ASSISTANCE (cross through and skip if not applicable)

Client has no income

Program will pay 100% of the rent for up to three months or until a change in income occurs

Household has income and will make payments to the landlord of:

50% of the rent. Amount: _____

50% of their income toward the rent: Amount _____

Another amount: _____ (Requires agency supervisor approval.)
Authorized Approval: _____

Household is awaiting an anticipated permanent subsidy and will pay 30% of their income for rent:
Subsidy anticipated: _____ Date anticipated: _____

Program will make a monthly rental assistance payment of \$ _____ (Rent minus client contribution) for up to three months or until a change in income occurs. Projected length of rental assistance: _____ months.

E. UTILITY ARREARS (skip if not applicable)

This type of support will only be provided if the household will be unable to have utilities in their housing if they do not pay past due arrears.

Household owes _____ in past utility arrears (from documentation of utility arrears)

Based on income and assets available, **Household will make:**

No payments without jeopardizing housing stability (household pays more than 50% of income for rent and/or household budget has no disposable income; household has assets of less than \$500.)

A one-time payment toward the arrears of: _____ (household has assets of greater than \$500 and/or budget indicates disposable income available for a payment.)

A monthly payment toward the arrears of: _____ Payment agreement negotiated with landlord.(budget indicates disposable income available for a payment or household has a housing subsidy – attached copy of payment agreement.)

Program will make a payment on behalf of household of _____

F. FINANCIAL ASSISTANCE AGREEMENT

The participant and the program agree to the terms of payment designated above. The program will make payments on behalf of the participant as long as the participant is in good standing with their portion of the agreement and making progress on their Housing Stability Plan.

This agreement expires: _____ (not later than 3 months from first expected payment.)

Participant Signature: _____ Date: _____

Housing Specialist Signature: _____ Date: _____

(Attach this agreement to a copy of lease or occupancy agreement and, if past due rent or utilities, a copy of a record from the landlord/lessor or utility company indicating the amount of arrears.)



City of Berkeley Rent Reasonableness and FMR Certification

(click [here](#) to return to relevant section of the manual)

	PROPOSED UNIT	COMPARISON UNIT #1	COMPARISON UNIT #2	COMPARISON UNIT #3
ADDRESS				
NUMBER OF BEDROOMS				
SQUARE FEET				
TYPE OF UNIT/CONSTRUCTION				
HOUSING CONDITION				
LOCATION/ACCESSIBILITY				
AMENITIES UNIT: SITE: NEIGHBORHOOD:				
AGE IN YEARS				
UTILITIES (TYPE)				
UNIT RENT UTILITY ALLOWANCE GROSS RENT				
HANDICAP ACCESSIBLE?				

CERTIFICATION:

A. Compliance with Payment Standard

Proposed Contract Rent + Utility Allowance = Proposed Gross Rent

Approved rent does not exceed applicable Payment Standard of \$_____.

B. Rent Reasonableness

Based upon a comparison with rents for comparable units, I have determined that the proposed rent for the unit [] is [] is not reasonable.

NAME:	SIGNATURE:	DATE:
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City of Berkeley Habitability Standards Inspection Form

(click [here](#) to return to relevant section of the manual)

(based on HUD's HQS and the HPRP Notice; Certified HQS Inspectors may use an HQS form instead)

Name of Participant	Participant Phone Number	Date of Request (mm/dd/yyyy)
Inspector		Date of Initial Inspection (mm/dd/yyyy)
Type of Inspection <input type="checkbox"/> Initial <input type="checkbox"/> Special <input type="checkbox"/> Re-inspection	Date of Last Inspection (mm/dd/yyyy)	Agency

A. General Information

INSPECTED UNIT		Year Constructed (yyyy):
Full Address		Housing Type (check as appropriate) <input type="checkbox"/> Single Family Detached <input type="checkbox"/> Duplex or two family <input type="checkbox"/> Row House or Town House <input type="checkbox"/> Low Rise; 3,4 stories including garden apt. <input type="checkbox"/> High Rise; 5 or more stories <input type="checkbox"/> Manufactured Home <input type="checkbox"/> Congregate <input type="checkbox"/> Cooperative <input type="checkbox"/> Independent Group Residence <input type="checkbox"/> Single Room Occupancy <input type="checkbox"/> Shared Housing <input type="checkbox"/> Other: _____
Number of Children in Family Under 6:		
OWNER NAME	OWNER PHONE	
ADDRESS OF OWNER/AGENT		

Is Lead Paint inspection required? (unit was constructed prior to 1978 and children under age 6 or a pregnant woman are in the household.) Yes No

B. Summary Decision on Unit (to be completed after form is filled out)

<input type="checkbox"/> Pass <input type="checkbox"/> Fail <input type="checkbox"/> Inconclusive	Number of bedrooms	Number of sleeping rooms	Print Name and Signature of Inspector
---	--------------------	--------------------------	---------------------------------------

How to use this form

1. Review each room in the house as listing in the form (1. Living Room; 2. Kitchen; 3. Bathroom; 4. Other Rooms Used for Living or Halls (use as many as needed); 5. All Secondary Rooms Not Used for Living; 6. Building Exterior; 7. Heating, Plumbing and Installation; 8. General Health and Safety.
 Important: For each item numbered on the checklist, check one box only (e.g., check one box only for item 1.4 "Security," in the Living Room).
2. In the space to the right of the item, if the decision is "Fail," write what repairs are necessary.
3. If the item passes inspection, check the "Pass" box.
4. A final summary page to note repairs needed is provided on the final page. If owner/manager is present at inspection, gather signature on final page.
5. For lead paint inspections, if not required, mark "no."
6. Complete Habitability Form indicating if the unit passed or failed and print and sign name.

INSPECTION CHECKLIST

Item #	1. LIVING ROOM Description	DECISION		Repairs Required
		Yes, PASS	No, FAIL	
1.1	LIVING ROOM PRESENT			
1.2	ELECTRICITY Are there at least two working outlets or one working outlet and one working light fixture?			
1.3	ELECTRICAL HAZARDS Is the room free from electrical hazards?			
1.4	SECURITY Are all windows and doors that are accessible from the outside lockable?			
1.5	WINDOW CONDITION Is there at least one window, are all windows free of signs of severe deterioration or missing or broken out panes?			
1.6	CEILING CONDITION Is the ceiling sound and free from hazardous defects?			
1.7	WALL CONDITION Are the walls sound and free from hazardous defects?			
1.8	FLOOR CONDITION Is the floor sound and free from hazardous defects?			
1.9	LEAD PAINT Are all painted surfaces free of deteriorated paint? If not, do deteriorated surfaces exceed more than two square feet per from and/or is more than 10% of a component?			<input type="checkbox"/> Not Applicable
Item #	2. KITCHEN Description	DECISION		Repairs Required
		Yes, PASS	No, FAIL	
2.1	KITCHEN AREA PRESENT			
2.2	ELECTRICITY Is there at least <i>one</i> working electric outlet and <i>one</i> working, permanently installed light fixture?			
2.3	ELECTRICAL HAZARDS Is the kitchen free from electrical hazards?			
2.4	SECURITY Are <i>all</i> windows and doors that are accessible from the outside lockable?			
2.5	WINDOW CONDITION Are all windows free of signs of deterioration or missing or broken out panes?			
2.6	CEILING CONDITION Is the ceiling sound and free from hazardous defects?			
2.7	WALL CONDITION Are the walls sound and free from hazardous defects?			
2.8	FLOOR CONDITION Is the floor sound and free from hazardous defects?			
2.9	LEAD PAINT Are all painted surfaces free of deteriorated paint? If not, do deteriorated surfaces exceed more than two square feet per from and/or is more than 10% of a component?			<input type="checkbox"/> Not Applicable
2.10	STOVE OR RANGE WITH OVEN Is there a working oven and a stove (or range) with top burners that work?			
2.11	REFRIGERATOR Is there a refrigerator that works and maintains a temperature low enough so that food does not spoil over a reasonable period of time?			

2.12	SINK Is there a kitchen sink that works with hot and cold running water?			
2.13	SPACE FOR STORAGE AND PREPARATION OF FOOD Is there space to store and prepare food?			
3. BATHROOM		DECISION		Repairs Required
Item #	Description	Yes, PASS	No, FAIL	
3.1	BATHROOM PRESENT			
3.2	ELECTRICITY Is there at least <i>one</i> permanently installed light fixture?			
3.3	ELECTRICAL HAZARDS Is the bathroom free from electrical hazards?			
3.4	SECURITY Are <i>all</i> windows and doors that are accessible from the outside lockable?			
3.5	WINDOW CONDITION Are all windows free of signs of deterioration or missing or broken out panes?			
3.6	CEILING CONDITION Is the ceiling sound and free from hazardous defects?			
3.7	WALL CONDITION Are the walls sound and free from hazardous defects?			
3.8	FLOOR CONDITION Is the floor sound and free from hazardous defects?			
3.9	LEAD PAINT Are all painted surfaces free of deteriorated paint? If not, do deteriorated surfaces exceed more than two square feet per from and/or is more than 10% of a component?			<input type="checkbox"/> Not Applicable
3.10	FLUSH TOILET IN ENCLOSED ROOM IN UNIT Is there a working toilet in the unit for exclusive private use of the tenant?			
3.11	FIXED WASH BASIN OR LAVATORY IN UNIT Is there a working, permanently installed wash basin with hot and cold running water in the unit?			
3.12	TUB OR SHOWER IN UNIT Is there a working tub or shower with hot and cold running water in the unit?			
3.13	VENTILATION Are there operable windows or a working vent system?			
4. OTHER ROOMS USED FOR LIVING OR HALLS		DECISION		Repairs Required
Item #	Description	Yes, PASS	No, FAIL	
4.1	ROOM CODE and ROOM LOCATION: right/left _____ front/rear _____ floor level _____	ROOM CODES 1 = Bedroom or any other room used for sleeping (regardless of type of room) 2 = Dining Room, or Dining Area 3 = Second Living Room, Family Room, Den, Playroom, TV Room 4 = Entrance Halls, Corridors, Halls, Staircases 5 = Additional Bathroom 6 = Other		
4.2	ELECTRICITY If Room Code = 1, are there at least two working outlets or one working outlet and one working, permanently installed light fixture? If Room Code does not = 1, is there a means of illumination?			

4.3	ELECTRICAL HAZARDS Is the room free from electrical hazards?			
4.4	SECURITY Are all windows and doors that are accessible from the outside lockable?			
4.5	WINDOW CONDITION If Room Code = 1, is there at least one window? And, regardless of Room Code, are all windows free of signs of severe deterioration or missing or broken out panes?			
4.6	CEILING CONDITION Is the ceiling sound and free from hazardous defects?			
4.7	WALL CONDITION Are the walls sound and free from hazardous defects?			
4.8	FLOOR CONDITION Is the floor sound and free from hazardous defects?			
4.9	LEAD PAINT Are all painted surfaces free of deteriorated paint? If not, do deteriorated surfaces exceed more than two square feet per from and/or is more than 10% of a component?			<input type="checkbox"/> Not Applicable
4.10	SMOKE DETECTORS Are smoke detectors in each room used for sleeping? Are they working?			
	4. OTHER ROOMS USED FOR LIVING OR HALLS	DECISION		Repairs Required
Item #	Description	Yes, PASS	No, FAIL	
4.1	ROOM CODE and ROOM LOCATION: right/left _____ front/rear _____ floor level _____	ROOM CODES 1 = Bedroom or any other room used for sleeping (regardless of type of room) 2 = Dining Room, or Dining Area 3 = Second Living Room, Family Room, Den, Playroom, TV Room 4 = Entrance Halls, Corridors, Halls, Staircases 5 = Additional Bathroom 6 = Other		
4.2	ELECTRICITY			
4.3	ELECTRICAL HAZARDS			
4.4	SECURITY			
4.5	WINDOW CONDITION			
4.6	CEILING CONDITION			
4.7	WALL CONDITION			
4.8	FLOOR CONDITION			
4.9	LEAD PAINT			<input type="checkbox"/> Not Applicable
4.10	SMOKE DETECTORS			
	4. OTHER ROOMS USED FOR LIVING OR HALLS	DECISION		Repairs Required
Item #	Description	Yes, PASS	No, FAIL	
4.1	ROOM CODE and ROOM LOCATION: right/left _____ front/rear _____ floor level _____	ROOM CODES 1 = Bedroom or any other room used for sleeping (regardless of type of room) 2 = Dining Room, or Dining Area 3 = Second Living Room, Family Room, Den, Playroom, TV Room 4 = Entrance Halls, Corridors, Halls, Staircases 5 = Additional Bathroom 6 = Other		
4.2	ELECTRICITY			
4.3	ELECTRICAL HAZARDS			

4.4	SECURITY			
4.5	WINDOW CONDITION			
4.6	CEILING CONDITION			
4.7	WALL CONDITION			
4.8	FLOOR CONDITION			
4.9	LEAD PAINT			<input type="checkbox"/> Not Applicable
4.10	SMOKE DETECTORS			
5. ALL SECONDARY ROOMS NOT USED FOR LIVING		DECISION		Repairs Required
Item #	Description	Yes, PASS	No, FAIL	
5.1	NONE. GO TO PART 6			
5.2	SECURITY Are all windows and doors that are accessible from the outside lockable in each room?			
5.3	ELECTRICAL HAZARDS Are all these rooms free from electrical hazards?			
5.4	OTHER POTENTIALLY HAZARDOUS FEATURES IN ANY OF THESE ROOMS Are all of these rooms free of any other potentially hazardous features? For each room with an "other potentially hazardous feature" explain hazard and means of control of interior access to room.			
6. BUILDING EXTERIOR		DECISION		Repairs Required
Item #	Description	Yes, PASS	No, FAIL	
6.1	CONDITION OF FOUNDATION Is the foundation sound and free from hazards?			
6.2	CONDITION OF STAIRS, RAILS, AND PORCHES Are all the exterior stairs, rails and porches sound and free from hazards?			
6.3	CONDITION OF ROOF AND GUTTERS Are the roof, gutters and downspouts sound and free from hazards?			
6.4	CONDITION OF EXTERIOR SURFACES Are exterior surfaces sound and free from hazards?			
6.5	CONDITION OF CHIMNEY Is the chimney sound and free from hazards?			
6.6	LEAD PAINT: EXTERIOR SURFACES Are all painted surfaces free of deteriorated paint? If not, do deteriorated surfaces exceed 20 square feet of total exterior surface area?			<input type="checkbox"/> Not Applicable
6.7	MANUFACTURED HOMES: TIE DOWNS If the unit is a mobile home, it is properly placed and tied down? If not a mobile home, check "Not Applicable."			
7. HEATING, PLUMBING AND INSULATION		DECISION		Repairs Required
Item #	Description	Yes, PASS	No, FAIL	
7.1	ADEQUACY OF HEATING EQUIPMENT a. Is the heating equipment capable of providing adequate heat (either directly or indirectly) to all rooms used for living? b. Is the heating equipment oversized by more than 15%?			

	c. Are pipes and ducts located in unconditioned space insulated?			
7.2	SAFETY OF HEATING EQUIPMENT Is the unit free from unvented fuel burning space heaters, or any other types of unsafe heating conditions?			
7.3	VENTILATION AND ADEQUACY OF COOLING Does this unit have adequate ventilation and cooling by means of operable windows or a working cooling system?			
7.4	HOT WATER HEATER Is hot water heater located, equipped, and installed in a safe manner?			
7.5	WATER SUPPLY Is the unit served by an approvable public or private sanitary water supply?			
7.6	PLUMBING Is plumbing free from major leaks or corrosion that causes serious and persistent levels of rust or contamination of the drinking water?			
7.7	SEWER CONNECTION Is plumbing connected to an approvable public or private disposal system, and is it free from sewer back up?			
	8. GENERAL HEALTH AND SAFETY	DECISION		Repairs Required
Item #	Description	Yes, PASS	No, FAIL	
8.1	ACCESS TO UNIT Can the unit be entered without having to go through another unit?			
8.2	EXITS: Is there an acceptable fire exit from this building that is not blocked?			
8.3	EVIDENCE OF INFESTATION Is the unit free from rats or severe infestation by mice or vermin?			
8.4	GARBAGE AND DEBRIS Is the unit free from heavy accumulation of garbage or debris inside and outside?			
8.5	REFUSE DISPOSAL Are there adequate covered facilities for temporary storage and disposal of food wastes, and are they approved by a local agency?			
8.6	INTERIOR STAIRS AND COMMON HALLS Are interior stairs and common halls free from hazards to the occupant because of loose, broken or missing steps on stairways, absent or insecure railings, or other hazards?			
8.7	OTHER INTERIOR HAZARDS Is the interior of the unit free from any other hazards not specifically identified previously?			
8.8	ELEVATORS Are they working and safe?			
8.9	INTERIOR AIR QUALITY Is the unit free from abnormally high levels of air pollution from vehicular exhaust, sewer gas, fuel gas, dust, or other pollutants?			
8.10	SITE AND NEIGHBORHOOD CONDITIONS Are the site and immediate neighborhood free from conditions, which would seriously and continuously endanger the health or safety of the residents?			
8.11	LEAD PAINT: OWNER CERTIFICATION If the owner of the unit is required to treat or cover any interior or exterior surfaces, has the certification of compliance been obtained?			<input type="checkbox"/> Not Applicable

Priority Home Partnership Rental Assistance Agreement Letter

(click [here](#) to return to relevant section of the manual)

(date)

(landlord address)

_____ (Head of Household) has been approved to receive temporary financial assistance through the Emergency Solutions Grant (ESG) program. The program is designed to help the participant secure and/or retain housing and be a successful tenant. Our agency will maintain regular contact during his/her time in the program to assist him/her with any problems related to his/her housing or tenancy. The program does not, however, assume any responsibility for the tenant's rent or for compliance with the lease. The tenant is fully responsible for complying with the terms of the lease he/she has with you.

The person named above has been approved for assistance with (check all that apply):

- A rental deposit in the amount of \$ _____
- A short-term rent subsidy in the amount of \$ _____ (currently approved until _____ date. This subsidy may be extended at the program's discretion)
- Assistance with past due rent in the amount of \$ _____

All other payments under the terms of the lease are the responsibility of the tenant.

The City of Berkeley Priority Home Partnership Program will provide the above housing assistance payments to you beginning [date]. By signing below, you agree to apply all payments you receive on the tenant's behalf toward the specified housing-related costs on the check. The termination of housing assistance payments shall not affect the household's other rights under the lease.

The tenant is required to notify us if he or she moves; however, if you ever receive a subsidy check for a tenant who has moved, it is your responsibility to return the check to us. Financial assistance from this program can only be used toward the housing-related costs of the tenant named above while he/she resides in your housing. You also must notify us if during the term of this agreement you notify the tenant to vacate or if you lodge any complaint under state or local law to commence an eviction.

The ESG program requires landlords to comply with the Violence Against Women and Justice Department Reauthorization Act of 2005 including the below:

1. The Landlord may not consider incidents of domestic violence, dating violence or stalking as serious or repeated violations of the lease or other "good cause" for termination of assistance, tenancy or occupancy rights of the victim of abuse.
2. The Landlord may not consider criminal activity directly relating to abuse, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant's family is the victim or threatened victim of that abuse.
3. The Landlord may request in writing that the victim, or a family member on the victim's behalf, certify that the individual is a victim of abuse and that the Certification of Domestic Violence, Dating Violence or Stalking, Form HUD-91066, or other documentation as noted on the certification form, be completed and submitted within 14 business days, or an agreed upon extension date, to receive protection under the VAWA. Failure to provide the certification or other supporting documentation within the specified timeframe may result in eviction.

You are welcome to contact me if you have any questions or concerns regarding the program or this tenant's housing. [*name, title at 510 XXX-XXXX or housing specialist @ agency.org*]. Thank you for working with us.

Sincerely,

I have read this agreement and I agree to accept payments on behalf of the tenant listed above as described in this letter. I have provided a W-9 form to the agency.

Property Owner/Property Manager Name: _____

Signature: _____ **Date:** _____



Household has income greater than 30% of Median Income for the ESG program, or greater than 50% of AMI for the PRCS or FRHP program, discontinue assistance. Record the determination below, and complete the Exit Form for all adults. (For other programs, check program guidelines.)

Is household receiving now or going to begin to receive a housing subsidy from another program?

- Yes No

Subsidy: _____ Start date: ____/____/_____



If household will be starting another subsidy, household is not eligible for continued financial assistance. Household may continue to receive supportive services if needed to prevent homelessness. Skip to Housing Stability Plan Progress.

Rent as Portion of Income

Is the household receiving Financial Assistance to remain housed?

- Yes No

What is the **TOTAL** monthly rent? _____ (the total rent, *not the portion currently paid by tenant*)

Rent to Income ratio: $\frac{\text{Total Monthly Rent (_____)}}{\text{Gross Monthly Household Income (_____)}} \times 100 = \text{_____} \%$



If the income to rent ratio is lower than 50% for ESG and PRCS and 40% for FRHP, discontinue financial assistance. Household may continue to receive supportive services if needed to prevent homelessness.

Housing Stability Plan Progress

Progress toward Obtaining or Maintaining Appropriate Housing:

- Achieved and Complete Making adequate progress Not making adequate progress

Progress toward Income or Employment Goals:

- Achieved and Complete Making adequate progress Not making adequate progress Does Not Apply

Progress toward Other Stability Goals:

- Achieved and Complete Making adequate progress Not making adequate progress Does Not Apply

Comments on Plan Progress, Accomplishments and Barriers:



If the household has achieved/completed all goals, they are no longer in need of assistance; discontinue assistance. If the household is not making adequate progress on the Housing Stability Plan, and the household has been offered all assistance necessary to make progress and has refused such assistance, **you may discontinue assistance.** Indicate in comments below efforts made and current status of plan. Programs are strongly encouraged not to discontinue assistance if household is making appropriate efforts but progress is delayed. If discontinuing assistance, record the determination below, and complete the Exit Form for all adults.

Does household have financial resources and/or support networks that can help them gain/remain in housing?



If household has other resources or support networks that can help them gain or remain in housing that are adequate to secure their housing, **discontinue assistance**. Record the determination below, and complete the HMIS Exit Form for all adults.

RESULT OF REASSESSMENT:

Discontinuing Program Assistance:

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Received maximum permitted assistance | <input type="checkbox"/> Over Income | <input type="checkbox"/> Below targeted rent to income ratio and does not require services. | <input type="checkbox"/> Receiving housing subsidy and does not require services. |
| <input type="checkbox"/> Completed Housing Stability Plan Goals | <input type="checkbox"/> Not making adequate progress | <input type="checkbox"/> has other resources or support networks that can secure the housing | <input type="checkbox"/> Other: _____ |

After completing the reassessment of eligibility, I have been informed that I/my household am/are no longer eligible for assistance from this program. I understand that I and my household will be exited from the program. I understand that if I am in need at a later time I may reapply for assistance (as long as I have not exceeded the maximum length of assistance and continue to be eligible.)

Head of Household Signature: _____ Date: _____

Staff member signature: _____ Date: _____

Continuing Assistance:

- Continue *housing stabilization services only*. Revise/update Housing Stability Plan, and prepare new household budget if income has changed.
- Continue financial assistance and housing stabilization services. Complete new financial assistance calculation, revise/update housing stability plan and prepare new budget.

Attached:

- | | | |
|---|---|--|
| <input type="checkbox"/> Revised Housing Stability Plan | <input type="checkbox"/> New Budget (if applicable) | <input type="checkbox"/> New Financial Assistance Calculation form (if applicable) |
|---|---|--|

*After completing the reassessment of eligibility, I have been informed that I/my household am/are eligible for continued assistance from this program. I understand that my participation agreement remains in force and that a new stability plan, budget and financial contribution may be required. I understand that I will be reassessed again within three months **or less** and that assistance may be discontinued at any time.*

Head of Household Signature: _____ Date: _____

Staff member signature: _____ Date: _____

ACHMIS Annual Assessment Form

ACHMIS Annual Assessment v2022.1

Client Unique ID

Project Name:	Annual Update Date:
---------------	---------------------

Client First:	Middle:	Last:	Suffix:
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Client Location	CA-502
-----------------	--------

In Permanent Housing?:	Move-in Date:**	**Enter housing move in date on ENROLLMENT screen**
------------------------	-----------------	---

VA/PATH-Connection with SOAR?:	No	Yes	Client doesn't know	Client refused
--------------------------------	----	-----	---------------------	----------------

Date of PATH Status Determination:	___/___/___
------------------------------------	-------------

Client Became Enrolled in PATH?:	No	Yes
----------------------------------	----	-----

Reason Not Enrolled:	Client was found ineligible for PATH
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	Client was not enrolled for other reason(s)
--	---

	Unable to locate client
--	-------------------------

RHY BCP Status (complete only for RHY clients)	
--	--

Date of RHY_BCP Status Determined:	___/___/___
------------------------------------	-------------

Youth Eligible for RHY Services?:	No	Yes
-----------------------------------	----	-----

Reason why Services are Not Funded by a BCP Grant:	Out of Age Range	Ward of the State-Immediate Reunification	
--	------------------	---	--

	Other	Ward of the Criminal Justice System-Immediate Reunification	
--	-------	---	--

Runaway Youth?:	No	Yes	Client Doesn't Know	Client Refused
-----------------	----	-----	---------------------	----------------

Disability:	No	Yes	Client doesn't know	Client refused
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Expected to be of long-continued and indefinite duration and substantially impairs ability to live independently:	Physical	Mental Health	Chronic Health Condition	Alcohol	Drugs	Both	Developmental	HIV/AIDS

Client Unique ID

Domestic Violence:

Are you, or have you been a survivor of domestic or intimate partner violence?			
Yes	No	Client doesn't know	Client refused
If YES, how long ago did you have this experience?		If YES, are you currently fleeing?	
Within the past 3 months	3 to 6 months ago	6 months to 1 year ago	No
1 year ago or more	Client doesn't know	Client refused	Yes
		Client doesn't know	Client refused

Cash Income for Individual	Non-Cash Benefits
----------------------------	-------------------

Income from Any Source?				Receiving Non-Cash Benefits?			
Yes	No	Client doesn't know	Client refused	Yes	No	Client doesn't know	Client refused

Source:	Amount:	
Earned income (i.e., employment income)	\$ _____ .00	Supplemental Nutrition Assistance Program (SNAP)
Unemployment Insurance	\$ _____ .00	Special Supplemental, Nutrition Program for Women, Infants, and Children
Worker's Compensation	\$ _____ .00	TANF Child Care services
Private disability Insurance	\$ _____ .00	TANF Transportation services
VA Service-Connected Disability Compensation	\$ _____ .00	Other TANF-Funded services
Social Security Disability Insurance (SSDI) \$	\$ _____ .00	Other Non-Cash Benefit Source: _____

Health Insurance

Covered by Health Insurance?			
Yes	No	Client doesn't know	Client refused

Supplemental Security Income (SSI)	\$ _____ .00	MEDICAID/Medi-Cal
Retirement Income from Social Security	\$ _____ .00	MEDICARE
VA Non-Service-Connected Disability Pension \$	\$ _____ .00	State Children's Health Insurance
Pension or retirement income from a former job	\$ _____ .00	Veteran's Administration (VA) Medical Services
Temporary Assistance for Needy Families (TANF)	\$ _____ .00	Employer-Provided Health Insurance
General Assistance (GA)	\$ _____ .00	Health Insurance obtained through COBRA
Alimony or other spousal support	\$ _____ .00	Private Pay Health Insurance
Child Support	\$ _____ .00	State Health Insurance for Adults
Other Cash Income	\$ _____ .00	Indian Health Services Program
Other Cash Income Source:		Other Health Insurance Source: _____

Total Cash Income for Individual:	\$	
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ACHMIS Annual Assessment v2022.1

Client Unique ID

Well-being				
Client perceives their life has value and worth.	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree
	Strongly agree	Client doesn't know	Client refused	
Client perceives they have support from others who will listen to problems.	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree
	Strongly agree	Client doesn't know	Client refused	
Client perceives they have a tendency to bounce back after hard times.	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat agree
	Strongly agree	Client doesn't know	Client refused	
Client's frequency of feeling nervous, tense, worried, frustrated, or afraid.	Not at all	Once a month	Several times a month	Several times a week
	At least every day	Client doesn't know	Client refused	

RHY Specific Youth Information

Pregnancy Status:	No	*Yes	Client doesn't know	Client refused
*Due Date:	___ / ___ / ___			

Staff Completing (Printed Name):	Date:
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Priority Home Partnership Notification of Termination of ESG Assistance

(click [here](#) to return to relevant section of the manual)

You/your household has violated the terms of your ESG Participation Agreement, signed by _____ on _____ (date.) The program violation(s) consist of _____

The program is hereby advising you that as of ___/___/_____ no further

- financial assistance
- housing stabilization services

Will be provided to you/your household.

You/your household will be solely responsible for covering all housing/utility costs as of that date.

(Staff signature)

(Date)

I have reviewed and authorized this notification:

(Supervisor signature)

(Date)

Procedure for due process: If you disagree with this determination, you may request a review of this decision within 10 days of the date of this notice by making a request **in writing*** to:

{job title}
{Address}
{Address}

The {job title} will review your request and may investigate your claims, ask to interview you, members of your household, your landlord, or call a hearing with yourself, agency staff, and any others that may be needed to review this decision. The {job title} must review your request and make a final determination within 14 calendar days. A written notice of the final decision will be provided to you.

**Reasonable accommodation: If you are unable to prepare a request in writing due to a disability and need a reasonable accommodation, you may request a specific accommodation, such as assistance in preparing the request, from the program manager or another staff member.*

City of Berkeley ESG Income Eligibility Calculation Worksheet

City of Berkeley ESG Income Eligibility Calculation Worksheet
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To be eligible for ESG, households must be at or below 30% of the Area Median Income (and meet other Federal and local ESG eligibility requirements.) This worksheet has been adapted from the HUD authorized form used for HPRP can be used to determine whether an applicant household meets the ESG eligible income requirement. A copy of this form or a similar document used to determine income should be kept in the client file. Be sure to attach to the document copies of all income documentation used to prepare the calculation. See the income verification policy for further information and instructions.

Household Member Number	Household Member Name	Age of Household Member
1		
2		
3		
4		
5		

	Total Household Members (Household size)	
	30% of Area Median Income (AMI) for Household Size	\$

Household Member Number / Name	Sources of Household Income	Gross Documented Current Income Amount	Frequency of Income	Number of Payments per Year	Annual Gross Income (gross income amount X # of payments per year)
	Earned Income (for ADULT household members only)	\$			\$
	Earned Income (for ADULT household members only)	\$			\$
	Self-employment/ business income	\$			\$
	Interest & Dividend Income	\$			\$
	Pension/Retirement Income	\$			\$
	Unemployment & Disability Income	\$			\$
	Unemployment & Disability Income	\$			\$
	TANF/Public Assistance	\$			\$
	Alimony, Child Support and Foster Care Income	\$			\$
	Armed Forces Income	\$			\$

	Other (specify):	\$			\$
Total Annual Gross Income from all Sources					\$
30% of Area Median Income for Household Size					\$
Variance (If less than AMI, then household is income eligible)					\$
<i>Is the household at or below 30% Area Median Income?</i>					<i>YES-Income Eligible NO-COB approval needed</i>

Lease Addendum - VAWA
VIOLENCE AGAINST WOMEN AND JUSTICE DEPARTMENT REAUTHORIZATION ACT OF 2005

TENANT	LANDLORD	UNIT NO. & ADDRESS
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This lease addendum adds the following paragraphs to the Lease between the above referenced Tenant and Landlord.

• **Purpose of the Addendum**

The lease for the above referenced unit is being amended to include the provisions of the Violence Against Women and Justice Department Reauthorization Act of 2005 (VAWA).

• **Conflicts with Other Provisions of the Lease**

In case of any conflict between the provisions of this Addendum and other sections of the Lease, the provisions of this Addendum shall prevail.

• **Term of the Lease Addendum**

The effective date of this Lease Addendum is _____. This Lease Addendum shall continue to be in effect until the Lease is terminated.

• **VAWA Protections**

1. The Landlord may not consider incidents of domestic violence, dating violence or stalking as serious or repeated violations of the lease or other “good cause” for termination of assistance, tenancy or occupancy rights of the victim of abuse.
2. The Landlord may not consider criminal activity directly relating to abuse, engaged in by a member of a tenant’s household or any guest or other person under the tenant’s control, cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant’s family is the victim or threatened victim of that abuse.
3. The Landlord may request in writing that the victim, or a family member on the victim’s behalf, certify that the individual is a victim of abuse and that the Certification of Domestic Violence, Dating Violence or Stalking, Form HUD-5382, or other documentation as noted on the certification form, be completed and submitted within 14 business days, or an agreed upon extension date, to receive protection under the VAWA. Failure to provide the certification or other supporting documentation within the specified timeframe may result in eviction.

Tenant

Date

Landlord

Date

Form HUD-91067
(9/2008)

Alternative Lease Addendum – Violence Against Women Act
LEASE ADDENDUM - VAWA VIOLENCE AGAINST WOMEN ACT

TENANT	LANDLORD	UNIT NO. & ADDRESS
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Purpose of the Addendum - This Lease Addendum adds the following paragraphs to the Lease between the above-referenced Tenant and Landlord to include the provisions of the Violence Against Women and Justice Department Reauthorization Act of 2005 and subsequent revisions (VAWA). The U.S. Department of Housing and Urban Development (HUD) is the Federal agency that oversees the City of Berkeley’s ESG **Short Term Rental Assistance Program** compliance with VAWA.

- **Conflicts with Other Provisions of the Lease** - In case of any conflict between the provisions of this Addendum and other sections of the Lease, the provisions of this Addendum shall prevail.

- **Term of the Lease Addendum** - The effective date of this Lease Addendum is _____.
This Lease Addendum shall continue to be in effect until the Lease is terminated.

Properties that receive federal funding must abide by VAWA and the following HUD Notices
HUD- 5380, HUD-5381, HUD-5382, HUD-5383

HUD-5380 - The Violence Against Women Act (VAWA) provides protections for victims of domestic violence, dating violence, sexual assault, or stalking. VAWA protections are not only available to women, but are available equally to all individuals regardless of sex, gender identity, or sexual orientation.

HUD-5381 - In accordance with the Violence Against Women Act (VAWA), the housing provider allows tenants who are victims of domestic violence, dating violence, sexual assault, or stalking to request an emergency transfer from the tenant’s current unit to another unit. The ability of a housing provider to honor such request for tenants currently receiving assistance, however, may depend upon a preliminary determination that the tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, and on whether the housing provider has another dwelling unit that is available and is safe to offer the tenant for temporary or more permanent occupancy. This plan identifies tenants who are eligible for an emergency transfer, the documentation needed to request an emergency transfer, confidentiality protections, and how an emergency transfer may occur.

The requirements you must meet are:

1. You are a victim of domestic violence, dating violence, sexual assault, or stalking. If your housing provider does not already have documentation that you are a victim of domestic violence, dating violence, sexual assault, or stalking, your housing provider may ask you for such documentation.
2. You expressly request the emergency transfer. Submission of documentation confirms that you have expressly requested a transfer.
3. You reasonably believe you are threatened with imminent harm from further violence if you remain in your current

unit. This means you have a reason to fear that if you do not receive a transfer you would suffer violence in the very near future. OR

You are a victim of sexual assault and the assault occurred on the premises during the 90- calendar-day period before you request a transfer. If you are a victim of sexual assault, then in addition to qualifying for an emergency transfer because you reasonably believe you are threatened with imminent harm from further violence if you remain in your unit, you may qualify for an emergency transfer if the sexual assault occurred on the premises of the property from which you are seeking your transfer, and that assault happened within the 90-calendar-day period before you submit this form or otherwise expressly request the transfer.

HUD-5383 - If you have third-party documentation that demonstrates why you are eligible for an emergency transfer, you should submit that documentation to your housing provider if it is safe for you to do so. Examples of third party documentation include, but are not limited to: a letter or other documentation from a victim service provider, social worker, legal assistance provider, pastoral counselor, mental health provider, or other professional from whom you have sought assistance; a current restraining order; a recent court order or other court records; a law enforcement report or records; communication records from the perpetrator of the violence or family members or friends of the perpetrator of the violence, including emails, voicemails, text messages, and social media posts. You may self-report the request for transfer in writing.

The time period to submit documentation is 14 business days from the date that you receive a written request from your housing provider asking that you provide documentation of the occurrence of domestic violence, dating violence, sexual assault, or stalking. Your housing provider may, but is not required to, extend the time period to submit the documentation, if you request an extension of the time period. If the requested information is not received within 14 business days of when you received the request for the documentation, or any extension of the date provided by your housing provider, your housing provider does not need to grant you any of the VAWA protections. Distribution or issuance of this form does not serve as a written request for certification.

HUD-5383 - The housing provider cannot guarantee that a transfer request will be approved or how long it will take to process a transfer request. The housing provider will, however, act as quickly as possible to move a tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking to another unit, subject to availability and safety of a unit. If a tenant reasonably believes a proposed transfer would not be safe, the tenant may request a transfer to a different unit. If a unit is available, the transferred tenant must agree to abide by the terms and conditions that govern occupancy in the unit to which the tenant has been transferred. The housing provider may be unable to transfer a tenant to a particular unit if the tenant has not or cannot establish eligibility for that unit. If the housing provider has no safe and available units for which a tenant who needs an emergency is eligible, the housing provider will assist the tenant in identifying other housing providers who may have safe and available units to which the tenant could move.

Confidentiality: All information provided to your housing provider concerning the incident(s) of domestic violence, dating violence, sexual assault, or stalking, and concerning your request for an emergency transfer shall be kept confidential.

Property Address: _____ Unit Number: _____

Date of Original Lease: _____ Date of this Lease Amendment: _____

Tenant First on Lease

Tenant Second on Lease

Landlord

Type or Print Name Here

Type or Print Name Here

Type or Print Name Here

Signature

Signature

Signature



VAWA Resources can be found here:

https://www.hud.gov/program_offices/housing/mfh/violence_against_women_act

HUD VAWA Forms

- [HUD-5380](#) Notice of Occupancy Rights Under the Violence Against Women Act
- [HUD-5381](#) Model Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking
- [HUD-5382](#) Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking, and Alternate Documentation
- [HUD-5383](#) Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

Additional Resources

- [National Domestic Violence Hotline](#) - 1-800-799-7233 or 1-800-787-3224 (TTY)
- The Rape, Abuse & Incest National Network’s [National Sexual Assault telephone Hotline](#) - **1.800.656.HOPE**
- National Center for Victims of Crime’s [Stalking Resource Center](#)

Notice of Occupancy Rights under the Violence Against Women Act

NOTICE OF OCCUPANCY RIGHTS UNDER
THE VIOLENCE AGAINST WOMEN ACT

U.S. Department of Housing and Urban Development

OMB Approval No. 2577-0286

Expires 06/30/2017

[Insert Name of Housing Provider¹]

Notice of Occupancy Rights under the Violence Against Women Act²

To all Tenants and Applicants

The Violence Against Women Act (VAWA) provides protections for victims of domestic violence, dating violence, sexual assault, or stalking. VAWA protections are not only available to women, but are available equally to all individuals regardless of sex, gender identity, or sexual orientation.³ The U.S. Department of Housing and Urban Development (HUD) is the Federal agency that oversees that **[insert name of program or rental assistance]** is in compliance with VAWA. This notice explains your rights under VAWA. A HUD-approved certification form is attached to this notice. You can fill out this form to show that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking, and that you wish to use your rights under VAWA.”

Protections for Applicants

If you otherwise qualify for assistance under **[insert name of program or rental assistance]**, you cannot be denied admission or denied assistance because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

¹ The notice uses HP for housing provider but the housing provider should insert its name where HP is used. HUD’s program-specific regulations identify the individual or entity responsible for providing the notice of occupancy rights.

² Despite the name of this law, VAWA protection is available regardless of sex, gender identity, or sexual orientation.

³ Housing providers cannot discriminate on the basis of any protected characteristic, including race, color, national origin, religion, sex, familial status, disability, or age. HUD-assisted and HUD-insured housing must be made available to all otherwise eligible individuals regardless of actual or perceived sexual orientation, gender identity, or marital status.

Protections for Tenants

If you are receiving assistance under **[insert name of program or rental assistance]**, you may not be denied assistance, terminated from participation, or be evicted from your rental housing because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

Also, if you or an affiliated individual of yours is or has been the victim of domestic violence, dating violence, sexual assault, or stalking by a member of your household or any guest, you may not be denied rental assistance or occupancy rights under **[insert name of program or rental assistance]** solely on the basis of criminal activity directly relating to that domestic violence, dating violence, sexual assault, or stalking.

Affiliated individual means your spouse, parent, brother, sister, or child, or a person to whom you stand in the place of a parent or guardian (for example, the affiliated individual is in your care, custody, or control); or any individual, tenant, or lawful occupant living in your household.

Removing the Abuser or Perpetrator from the Household

HP may divide (bifurcate) your lease in order to evict the individual or terminate the assistance of the individual who has engaged in criminal activity (the abuser or perpetrator) directly relating to domestic violence, dating violence, sexual assault, or stalking.

If HP chooses to remove the abuser or perpetrator, HP may not take away the rights of eligible tenants to the unit or otherwise punish the remaining tenants. If the evicted abuser or perpetrator was the sole tenant to have established eligibility for assistance under the program, HP must allow the tenant who is or has been a victim and other household members to remain in the unit for a period of time, in order to establish eligibility under the program or under another HUD housing program covered by VAWA, or, find alternative housing.

In removing the abuser or perpetrator from the household, HP must follow Federal, State, and local eviction procedures. In order to divide a lease, HP may, but is not required to, ask you for documentation or certification of the incidences of domestic violence, dating violence, sexual assault, or stalking.

Moving to Another Unit

Upon your request, HP may permit you to move to another unit, subject to the availability of other units, and still keep your assistance. In order to approve a request, HP may ask you to provide documentation that you are requesting to move because of an incidence of domestic violence, dating violence, sexual assault, or stalking. If the request is a request for emergency transfer, the housing provider may ask you to submit a written request or fill out a form where you certify that you meet the criteria for an emergency transfer under VAWA. The criteria are:

(1) You are a victim of domestic violence, dating violence, sexual assault, or stalking. If your housing provider does not already have documentation that you are a victim of domestic violence, dating violence, sexual assault, or stalking, your housing provider may ask you for such documentation, as described in the documentation section below.

(2) You expressly request the emergency transfer. Your housing provider may choose to require that you submit a form, or may accept another written or oral request.

(3) You reasonably believe you are threatened with imminent harm from further violence if you remain in your current unit. This means you have a reason to fear that if you do not receive a transfer you would suffer violence in the very near future.

OR

You are a victim of sexual assault and the assault occurred on the premises during the 90-calendar-day period before you request a transfer. If you are a victim of sexual assault, then in addition to qualifying for

an emergency transfer because you reasonably believe you are threatened with imminent harm from further violence if you remain in your unit, you may qualify for an emergency transfer if the sexual assault occurred on the premises of the property from which you are seeking your transfer, and that assault happened within the 90-calendar-day period before you expressly request the transfer.

HP will keep confidential requests for emergency transfers by victims of domestic violence, dating violence, sexual assault, or stalking, and the location of any move by such victims and their families.

HP's emergency transfer plan provides further information on emergency transfers, and HP must make a copy of its emergency transfer plan available to you if you ask to see it.

Documenting You Are or Have Been a Victim of Domestic Violence, Dating Violence, Sexual Assault or Stalking

HP can, but is not required to, ask you to provide documentation to “certify” that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking. Such request from HP must be in writing, and HP must give you at least 14 business days (Saturdays, Sundays, and Federal holidays do not count) from the day you receive the request to provide the documentation. HP may, but does not have to, extend the deadline for the submission of documentation upon your request.

You can provide one of the following to HP as documentation. It is your choice which of the following to submit if HP asks you to provide documentation that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

- A complete HUD-approved certification form given to you by HP with this notice, that documents an incident of domestic violence, dating violence, sexual assault, or stalking. The form will ask for your name, the date, time, and location of the incident of domestic violence, dating violence, sexual assault, or stalking, and a description of the incident. The certification

form provides for including the name of the abuser or perpetrator if the name of the abuser or perpetrator is known and is safe to provide.

- A record of a Federal, State, tribal, territorial, or local law enforcement agency, court, or administrative agency that documents the incident of domestic violence, dating violence, sexual assault, or stalking. Examples of such records include police reports, protective orders, and restraining orders, among others.
- A statement, which you must sign, along with the signature of an employee, agent, or volunteer of a victim service provider, an attorney, a medical professional or a mental health professional (collectively, “professional”) from whom you sought assistance in addressing domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse, and with the professional selected by you attesting under penalty of perjury that he or she believes that the incident or incidents of domestic violence, dating violence, sexual assault, or stalking are grounds for protection.
- Any other statement or evidence that HP has agreed to accept.

If you fail or refuse to provide one of these documents within the 14 business days, HP does not have to provide you with the protections contained in this notice.

If HP receives conflicting evidence that an incident of domestic violence, dating violence, sexual assault, or stalking has been committed (such as certification forms from two or more members of a household each claiming to be a victim and naming one or more of the other petitioning household members as the abuser or perpetrator), HP has the right to request that you provide third-party documentation within thirty 30 calendar days in order to resolve the conflict. If you fail or refuse to provide third-party documentation where there is conflicting evidence, HP does not have to provide you with the protections contained in this notice.

Confidentiality

HP must keep confidential any information you provide related to the exercise of your rights under VAWA, including the fact that you are exercising your rights under VAWA.

HP must not allow any individual administering assistance or other services on behalf of HP (for example, employees and contractors) to have access to confidential information unless for reasons that specifically call for these individuals to have access to this information under applicable Federal, State, or local law.

HP must not enter your information into any shared database or disclose your information to any other entity or individual. HP, however, may disclose the information provided if:

- You give written permission to HP to release the information on a time limited basis.
- HP needs to use the information in an eviction or termination proceeding, such as to evict your abuser or perpetrator or terminate your abuser or perpetrator from assistance under this program.
- A law requires HP or your landlord to release the information.

VAWA does not limit HP's duty to honor court orders about access to or control of the property. This includes orders issued to protect a victim and orders dividing property among household members in cases where a family breaks up.

Reasons a Tenant Eligible for Occupancy Rights under VAWA May Be Evicted or Assistance May Be Terminated

You can be evicted and your assistance can be terminated for serious or repeated lease violations that are not related to domestic violence, dating violence, sexual assault, or stalking committed against you. However, HP cannot hold tenants who have been victims of domestic violence, dating violence, sexual assault, or stalking to a more demanding set of rules than it applies to tenants who have not been victims of domestic violence, dating violence, sexual assault, or stalking.

The protections described in this notice might not apply, and you could be evicted and your assistance terminated, if HP can demonstrate that not evicting you or terminating your assistance would present a real physical danger that:

- 1) Would occur within an immediate time frame, and
- 2) Could result in death or serious bodily harm to other tenants or those who work on the property.

If HP can demonstrate the above, HP should only terminate your assistance or evict you if there are no other actions that could be taken to reduce or eliminate the threat.

Other Laws

VAWA does not replace any Federal, State, or local law that provides greater protection for victims of domestic violence, dating violence, sexual assault, or stalking. You may be entitled to additional housing protections for victims of domestic violence, dating violence, sexual assault, or stalking under other Federal laws, as well as under State and local laws.

Non-Compliance with The Requirements of This Notice

You may report a covered housing provider's violations of these rights and seek additional assistance, if needed, by contacting or filing a complaint with **[insert contact information for any intermediary, if applicable]** or **[insert HUD field office]**.

For Additional Information

You may view a copy of HUD's final VAWA rule at **[insert Federal Register link]**.

Additionally, HP must make a copy of HUD's VAWA regulations available to you if you ask to see them.

For questions regarding VAWA, please contact **[insert name of program or rental assistance contact information able to answer questions on VAWA]**.

For help regarding an abusive relationship, you may call the National Domestic Violence Hotline at 1-800-799-7233 or, for persons with hearing impairments, 1-800-787-3224 (TTY). You may also contact **[Insert contact information for relevant local organizations]**.

For tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at <https://www.victimsofcrime.org/our-programs/stalking-resource-center>.

For help regarding sexual assault, you may contact **[Insert contact information for relevant organizations]**

Victims of stalking seeking help may contact **[Insert contact information for relevant organizations]**.

Attachment: Certification form HUD-5382 **[form approved for this program to be included]**

From HUD-5380 (12/2016)

Model Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

MODEL EMERGENCY TRANSFER PLAN FOR
VICTIMS OF DOMESTIC VIOLENCE, DATING
VIOLENCE, SEXUAL ASSAULT, OR STALKING

U.S. Department of Housing and Urban Development

OMB Approval No. 2577-0286

Expires 06/30/2017

[Insert name of covered housing provider]

Model Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

Emergency Transfers

[Insert name of covered housing provider (acronym HP for purposes of this model plan)] is concerned about the safety of its tenants, and such concern extends to tenants who are victims of domestic violence, dating violence, sexual assault, or stalking. In accordance with the Violence Against Women Act (VAWA),⁴ HP allows tenants who are victims of domestic violence, dating violence, sexual assault, or stalking to request an emergency transfer from the tenant's current unit to another unit. The ability to request a transfer is available regardless of sex, gender identity, or sexual orientation.⁵ The ability of HP to honor such request for tenants currently receiving assistance, however, may depend upon a preliminary determination that the tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, and on whether HP has another dwelling unit that is available and is safe to offer the tenant for temporary or more permanent occupancy.

This plan identifies tenants who are eligible for an emergency transfer, the documentation needed to request an emergency transfer, confidentiality protections, how an emergency transfer may occur, and guidance to tenants on safety and security.

⁴ Despite the name of this law, VAWA protection is available to all victims of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, gender identity, or sexual orientation.

⁵ Housing providers cannot discriminate on the basis of any protected characteristic, including race, color, national origin, religion, sex, familial status, disability, or age. HUD-assisted and HUD-insured housing must be made available to all otherwise eligible individuals regardless of actual or perceived sexual orientation, gender identity, or marital status.

This plan is based on a model emergency transfer plan published by the U.S. Department of Housing and Urban Development (HUD), the Federal agency that oversees that [insert name of program or rental assistance here] is in compliance with VAWA.

Eligibility for Emergency Transfers

A tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking, as provided in HUD’s regulations at 24 CFR part 5, subpart L is eligible for an emergency transfer, if: the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant remains within the same unit. If the tenant is a victim of sexual assault, the tenant may also be eligible to transfer if the sexual assault occurred on the premises within the 90-calendar-day period preceding a request for an emergency transfer.

A tenant requesting an emergency transfer must expressly request the transfer in accordance with the procedures described in this plan.

Tenants who are not in good standing may still request an emergency transfer if they meet the eligibility requirements in this section.

Emergency Transfer Request Documentation

To request an emergency transfer, the tenant shall notify HP’s management office and submit a written request for a transfer to [HP to insert location]. HP will provide reasonable accommodations to this policy for individuals with disabilities.

The tenant’s written request for an emergency transfer should include either:

1. A statement expressing that the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant were to remain in the same dwelling unit assisted under HP’s program; OR
2. A statement that the tenant was a sexual assault victim and that the sexual assault occurred on the premises during the 90-calendar-day period preceding the tenant’s request for an emergency transfer.

Confidentiality

HP will keep confidential any information that the tenant submits in requesting an emergency transfer, and information about the emergency transfer, unless the tenant gives HP written permission to release the information on a time limited basis, or disclosure of the information is required by law or required for use in an eviction proceeding or hearing regarding termination of assistance from the covered program. This includes keeping confidential the new location of the dwelling unit of the tenant, if one is provided, from the person(s) that committed an act(s) of domestic violence, dating violence, sexual assault, or stalking against the tenant. See the Notice of Occupancy Rights under the Violence Against Women Act For All Tenants for more information about HP's responsibility to maintain the confidentiality of information related to incidents of domestic violence, dating violence, sexual assault, or stalking.

Emergency Transfer Timing and Availability

HP cannot guarantee that a transfer request will be approved or how long it will take to process a transfer request. HP will, however, act as quickly as possible to move a tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking to another unit, subject to availability and safety of a unit. If a tenant reasonably believes a proposed transfer would not be safe, the tenant may request a transfer to a different unit. If a unit is available, the transferred tenant must agree to abide by the terms and conditions that govern occupancy in the unit to which the tenant has been transferred. HP may be unable to transfer a tenant to a particular unit if the tenant has not or cannot establish eligibility for that unit.

If HP has no safe and available units for which a tenant who needs an emergency is eligible, HP will assist the tenant in identifying other housing providers who may have safe and available units to which the tenant could move. At the tenant's request, HP will also assist tenants in contacting the local organizations offering assistance to victims of domestic violence, dating violence, sexual assault, or stalking that are attached to this plan.

Safety and Security of Tenants

Pending processing of the transfer and the actual transfer, if it is approved and occurs, the tenant is urged to take all reasonable precautions to be safe.

Tenants who are or have been victims of domestic violence are encouraged to contact the National Domestic Violence Hotline at 1-800-799-7233, or a local domestic violence shelter, for assistance in creating a safety plan. For persons with hearing impairments, that hotline can be accessed by calling 1-800-787-3224 (TTY).

Tenants who have been victims of sexual assault may call the Rape, Abuse & Incest National Network's National Sexual Assault Hotline at 800-656-HOPE, or visit the online hotline at <https://ohl.rainn.org/online/>.

Tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at <https://www.victimsofcrime.org/our-programs/stalking-resource-center>.

Attachment: Local organizations offering assistance to victims of domestic violence, dating violence, sexual assault, or stalking.

Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking and alternate documentation

**CERTIFICATION OF
DOMESTIC VIOLENCE,
DATING VIOLENCE,
SEXUAL ASSAULT, OR STALKING,
AND ALTERNATE DOCUMENTATION**

**U.S. Department of Housing
and Urban Development**

OMB Approval No. 2577-0286
Exp. 06/30/2017

Purpose of Form: The Violence Against Women Act (“VAWA”) protects applicants, tenants, and program participants in certain HUD programs from being evicted, denied housing assistance, or terminated from housing assistance based on acts of domestic violence, dating violence, sexual assault, or stalking against them. Despite the name of this law, VAWA protection is available to victims of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, gender identity, or sexual orientation.

Use of This Optional Form: If you are seeking VAWA protections from your housing provider, your housing provider may give you a written request that asks you to submit documentation about the incident or incidents of domestic violence, dating violence, sexual assault, or stalking.

In response to this request, you or someone on your behalf may complete this optional form and submit it to your housing provider, or you may submit one of the following types of third-party documentation:

- (1) A document signed by you and an employee, agent, or volunteer of a victim service provider, an attorney, or medical professional, or a mental health professional (collectively, “professional”) from whom you have sought assistance relating to domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse. The document must specify, under penalty of perjury, that the professional believes the incident or incidents of domestic violence, dating violence, sexual assault, or stalking occurred and meet the definition of “domestic violence,” “dating violence,” “sexual assault,” or “stalking” in HUD’s regulations at 24 CFR 5.2003.
- (2) A record of a Federal, State, tribal, territorial or local law enforcement agency, court, or administrative agency; or
- (3) At the discretion of the housing provider, a statement or other evidence provided by the applicant or tenant.

Submission of Documentation: The time period to submit documentation is 14 business days from the date that you receive a written request from your housing provider asking that you provide documentation of the occurrence of domestic violence, dating violence, sexual assault, or stalking. Your housing provider may, but is not required to, extend the time period to submit the documentation, if you request an extension of the time period. If the requested information is not received within 14 business days of when you received the request for the documentation, or any extension of the date provided by your housing provider, your housing provider does not need to grant you any of the VAWA protections. Distribution or issuance of this form does not serve as a written request for certification.

Confidentiality: All information provided to your housing provider concerning the incident(s) of domestic violence, dating violence, sexual assault, or stalking shall be kept confidential and such details shall not be entered into any shared database. Employees of your housing provider are not to have access to these details unless to grant or deny VAWA protections to you, and such employees may not disclose this information to any other entity or individual, except to the extent that disclosure is: (i) consented to by you in writing in a time-limited release; (ii) required for use in an eviction proceeding or hearing regarding termination of assistance; or (iii) otherwise required by applicable law.

TO BE COMPLETED BY OR ON BEHALF OF THE VICTIM OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING

1. Date the written request is received by victim: _____

2. Name of victim: _____

3. Your name (if different from victim's): _____

4. Name(s) of other family member(s) listed on the lease: _____

5. Residence of victim: _____

6. Name of the accused perpetrator (if known and can be safely disclosed): _____

7. Relationship of the accused perpetrator to the victim: _____

8. Date(s) and times(s) of incident(s) (if known): _____

10. Location of incident(s): _____

In your own words, briefly describe the incident(s): _____ _____ _____

This is to certify that the information provided on this form is true and correct to the best of my knowledge and recollection, and that the individual named above in Item 2 is or has been a victim of domestic violence, dating violence, sexual assault, or stalking. I acknowledge that submission of false information could jeopardize program eligibility and could be the basis for denial of admission, termination of assistance, or eviction.

Signature _____ Signed on (Date) _____

Public Reporting Burden: The public reporting burden for this collection of information is estimated to average 1 hour per response. This includes the time for collecting, reviewing, and reporting the data. The information provided is to be used by the housing provider to request certification that the applicant or tenant is a victim of domestic violence, dating violence, sexual assault, or stalking. The information is subject to the confidentiality requirements of VAWA. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid Office of Management and Budget control number.

Form HUD-5382 (12/2016)

Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

**EMERGENCY TRANSFER
REQUEST FOR CERTAIN
VICTIMS OF DOMESTIC
VIOLENCE, DATING VIOLENCE,
SEXUAL ASSAULT, OR STALKING**

**U.S. Department of Housing
and Urban Development**

OMB Approval No. 2577-0286
Exp. 06/30/2017

Purpose of Form: If you are a victim of domestic violence, dating violence, sexual assault, or stalking, and you are seeking an emergency transfer, you may use this form to request an emergency transfer and certify that you meet the requirements of eligibility for an emergency transfer under the Violence Against Women Act (VAWA). Although the statutory name references women, VAWA rights and protections apply to all victims of domestic violence, dating violence, sexual assault or stalking. Using this form does not necessarily mean that you will receive an emergency transfer. See your housing provider's emergency transfer plan for more information about the availability of emergency transfers.

The requirements you must meet are:

(1) You are a victim of domestic violence, dating violence, sexual assault, or stalking. If your housing provider does not already have documentation that you are a victim of domestic violence, dating violence, sexual assault, or stalking, your housing provider may ask you for such documentation. In response, you may submit Form HUD-5382, or any one of the other types of documentation listed on that Form.

(2) You expressly request the emergency transfer. Submission of this form confirms that you have expressly requested a transfer. Your housing provider may choose to require that you submit this form, or may accept another written or oral request. Please see your housing provider's emergency transfer plan for more details.

(3) You reasonably believe you are threatened with imminent harm from further violence if you remain in your current unit. This means you have a reason to fear that if you do not receive a transfer you would suffer violence in the very near future.

OR

You are a victim of sexual assault and the assault occurred on the premises during the 90-calendar-day period before you request a transfer. If you are a victim of sexual assault, then in addition to qualifying for an emergency transfer because you reasonably believe you are threatened with imminent harm from further violence if you remain in your unit, you may qualify for an emergency transfer if the sexual assault occurred on the premises of the property from which you are seeking your transfer, and that assault happened within the 90-calendar-day period before you submit this form or otherwise expressly request the transfer.

Submission of Documentation: If you have third-party documentation that demonstrates why you are eligible for an emergency transfer, you should submit that documentation to your housing provider if it is safe for you to do so. Examples of third party documentation include, but are not limited to: a letter or other documentation from a victim service provider, social worker, legal assistance provider, pastoral counselor, mental health provider, or other professional from whom you have sought assistance; a current restraining order; a recent court order or other court records; a law enforcement report or records; communication records from the perpetrator of the violence or family members or friends of the perpetrator of the violence, including emails, voicemails, text messages, and social media posts.

Confidentiality: All information provided to your housing provider concerning the incident(s) of domestic violence, dating violence, sexual assault, or stalking, and concerning your request for an emergency transfer shall be kept confidential. Such

details shall not be entered into any shared database. Employees of your housing provider are not to have access to these details unless to grant or deny VAWA protections or an emergency transfer to you. Such employees may not disclose this information to any other entity or individual, except to the extent that disclosure is: (i) consented to by you in writing in a time-limited release; (ii) required for use in an eviction proceeding or hearing regarding termination of assistance; or (iii) otherwise required by applicable law.

TO BE COMPLETED BY OR ON BEHALF OF THE PERSON REQUESTING A TRANSFER

1. Name of victim requesting an emergency transfer: _____

2. Your name (if different from victim's) _____

3. Name(s) of other family member(s) listed on the lease: _____

4. Name(s) of other family member(s) who would transfer with the victim: _____

5. Address of location from which the victim seeks to transfer: _____

6. Address or phone number for contacting the victim: _____

7. Name of the accused perpetrator (if known and can be safely disclosed): _____

8. Relationship of the accused perpetrator to the victim: _____

9. Date(s), Time(s) and location(s) of incident(s): _____

10. Is the person requesting the transfer a victim of a sexual assault that occurred in the past 90 days on the premises of the property from which the victim is seeking a transfer? If yes, skip question 11. If no, fill out question 11.

11. Describe why the victim believes they are threatened with imminent harm from further violence if they remain in their current unit.

12. If voluntarily provided, list any third-party documentation you are providing along with this notice:

This is to certify that the information provided on this form is true and correct to the best of my knowledge, and that the individual named above in Item 1 meets the requirement laid out on this form for an emergency transfer. I acknowledge that submission of false information could jeopardize program eligibility and could be the basis for denial of admission, termination of assistance, or eviction.

Signature _____ Signed on (Date) _____

Form HUD-5383 (12/2016)