

# HOME-ARP Allocation Plan Template

## Guidance

- To receive its HOME-ARP allocation, a PJ must:
  - Engage in consultation with at least the required organizations;
  - Provide for public participation including a 15-day public comment period and one public hearing, at a minimum; and,
  - Develop a plan that meets the requirements in the HOME-ARP Notice.
- To submit: a PJ must upload a Microsoft Word or PDF version of the plan in IDIS as an attachment next to the “HOME-ARP allocation plan” option on either the AD-26 screen (for PJs whose FY 2021 annual action plan is a Year 2-5 annual action plan) or the AD-25 screen (for PJs whose FY 2021 annual action plan is a Year 1 annual action plan that is part of the 2021 consolidated plan).
- PJs must also submit an SF-424, SF-424B, and SF-424D, and the following certifications as an attachment on either the AD-26 or AD-25 screen, as applicable:
  - Affirmatively Further Fair Housing;
  - Uniform Relocation Assistance and Real Property Acquisition Policies Act and Anti-displacement and Relocation Assistance Plan;
  - Anti-Lobbying;
  - Authority of Jurisdiction;
  - Section 3; and,
  - HOME-ARP specific certification.

**Participating Jurisdiction:** City of Monterey Park

**Date:**

4/28/2022

## Consultation

Before developing its plan, a PJ must consult with the CoC(s) serving the jurisdiction’s geographic area, homeless and domestic violence service providers, veterans’ groups, public housing agencies (PHAs), public agencies that address the needs of the qualifying populations, and public or private organizations that address fair housing, civil rights, and the needs of persons with disabilities, at a minimum. State PJs are not required to consult with every PHA or CoC within the state’s boundaries; however, local PJs must consult with all PHAs (including statewide or regional PHAs) and CoCs serving the jurisdiction.

### ***Summarize the consultation process:***

The City of Monterey Park held 8 virtual consultation sessions with key stakeholders to best discuss the best use of HOME-ARP funds. The consultations sessions were conducted remotely on 03/24/22, 03/31/22, 04/06/22, 04/07/22, 04/12/22, 04/21/22, 04/25/22 and 17 people were

involved in the interview process. Prior to the consultation meetings, the stakeholders were provided with an overview and description of the project including the activities that will be provided with the funding. The stakeholders were asked for ideas and recommendations on how to best use the funds and the current gaps in service each organization is currently facing.

Through the consultation process, the stakeholders that manage homeless and public benefit programs emphasized that a huge barrier within the homeless service systems in the San Gabriel Valley is lack of bed availability and affordable housing. The rapid escalation of rents is also placing a strain on Los Angeles County residents. In 2018 Los Angeles Homeless Services Authority reported a housing gap for individuals at 40,764, families at 5,069 and for individuals veterans at 2,928.

Due to lack of bed availability in shelters and permanent housing the program would use the funds to provide emergency and/or interim housing along with client supportive services in a hotel/motel setting. Through case management, a housing navigator will identify and assist the client's needs and barriers to find a long-term solution.

The program's qualifying population also includes residents on the verge of becoming homeless, veterans and victims of domestic violence, sexual assault and human trafficking. The program's activities include assisting clients with obtaining legal documents, resource referrals to mental health providers, full service partnerships, rapid re-housing, emergency hotel vouchers, substance abuse, debt resolution, utility arrears and assisting with the client's income.

Through the consultation process it was found that people are more receptive to living in a single room due to the fact that some individuals have past trauma with living in communal areas. The program allows the clients to be more open to different services and lower their barriers. Also, some unhoused residents are not willing to leave an area they are familiar due to cultural competency. This program would allow unhoused residents to be able to get the services they need and stay in the community they know.

*List the organizations consulted, and summarize the feedback received from these entities.*

<b>Agency/Org Consulted</b>	<b>Type of Agency/Org</b>	<b>Method of Consultation</b>	<b>Feedback</b>
<b>Los Angeles Homeless Service Authority</b>	CoC, homeless service provider	Virtual meeting on 04/21/22	Lack of available resources in SPA 3.  Must address all of client's challenges. Ex: substance abuse, mental health, etc.  Increase awareness among the community.
<b>China Town Services Center</b>	Chinese-American	Virtual meeting on 03/24/22	Lack of bed availability in SPA 3.

	health and human service organization		Shelters should be staffed with individuals who are educated in the nuances with the sheltered population.  List of resources should be made available in multiple commonly spoken language.
<b>Union Station Homeless Services</b>	Homeless service provider	Virtual meeting on 04/12/22	Aware of lack of bed availability in SPA 3.  Provide substance abuse resources.
<b>East Los Angeles Women’s Center</b>	Domestic Violence and Housing Services	Virtual meeting 03/31/22	Access to service is key when servicing domestic violence victims.  East LA Women’s Center get about 70 calls a week related to housing.
<b>StarView Behavioral Health Urgent Care Center</b>	Behavior Mental Health	Virtual meeting on 04/06/22	Lack of bed availability in SPA 3.  Not enough locations are willing take an individual that isn’t med complaint, have their prescription, or allow client’s to be able to take their medication in a safe location.
<b>Neighborhood Legal Services</b>	Legal services and housing services	Virtual meeting on 04/07/22	Lack of bed availability in SPA 3.
<b>Veterans Administration</b>	Veterans service organization	Virtual meeting on 04/12/22	Lack of bed availability in SPA 3.  Barriers finding landlords willing to house clients.  Barrier – Veterans becoming eligible for services. Ex. Must be chronically homeless with a disability diagnosis.
<b>LACDA</b>	Local government, fair housing and civil rights	Virtual meeting on 04/25/22	Not limited to just the homelessness population but look into other “qualifying populations” that are on the verge of become homeless and/or victim’s of domestic violence, college students living in their vehicles and human trafficking.  Awareness of legal services is important.

			Funding should support prevention activities.
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## Public Participation

PJs must provide for and encourage citizen participation in the development of the HOME-ARP allocation plan. Before submission of the plan, PJs must provide residents with reasonable notice and an opportunity to comment on the proposed HOME-ARP allocation plan of **no less than 15 calendar days**. The PJ must follow its adopted requirements for “reasonable notice and an opportunity to comment” for plan amendments in its current citizen participation plan. In addition, PJs must hold **at least one public hearing** during the development of the HOME-ARP allocation plan and prior to submission.

For the purposes of HOME-ARP, PJs are required to make the following information available to the public:

- The amount of HOME-ARP the PJ will receive,
- The range of activities the PJ may undertake.

***Describe the public participation process, including information about and the dates of the public comment period and public hearing(s) held during the development of the plan:***

- ***Public comment period: start date - 5/2/2022 end date - 5/16/2022***
- ***Public hearing: 5/18/2022***

The ensure the HOME-ARP Action Plan addresses the needs in the City of Monterey Park, the citizen participation and consultation processes were designed to gather public input on the development of the Action Plan. The City of Monterey Park held 8 consultation sessions with key stakeholders including the Continuum of Care agency which services the area on the following dates: 03/24/22, 03/31/22, 04/06/22, 04/07/22, 04/12/22, 04/21/22, 04/25/22 and 17 people were interviewed during that consultation process. The draft Action Plan was made available for public comment during a 15-day public review and comment Period which commenced on May 2, 2022. An in-person public hearing was held on May 18, 2022. Details about the public hearing and how the public can submit comments are provided in the Public Notice.

Following the conclusion of the Public Comment Period, the HOME-ARP Action Plan will be presented to the City of Monterey Park Council for approval, prior to its submittal to HUD.

***Describe any efforts to broaden public participation:***

The ensure the HOME-ARP Action Plan addresses the needs in the City of Monterey Park, the citizen participation and consultation processes were designed to gather public input on the development of the Action Plan. The draft Action Plan was made available for public comment during a 15-day public review and comment Period which commenced on May 2, 2022. An in-person public hearing was held on May 18, 2022. Details about the public hearing and how the public can submit comments are provided in the Public Notice.

A PJ must consider any comments or views of residents received in writing, or orally at a public hearing, when preparing the HOME-ARP allocation plan.

***Summarize the comments and recommendations received through the public participation process:***

To be completed after the public participation process which was made available for public comment during a 15-day public review and comment Period which commenced on May 2, 2022.

***Summarize any comments or recommendations not accepted and state the reasons why:***

To be completed after the public participation process which was made available for public comment during a 15-day public review and comment Period which commenced on May 2, 2022.

## **Needs Assessment and Gaps Analysis**

PJs must evaluate the size and demographic composition of qualifying populations within its boundaries and assess the unmet needs of those populations. In addition, a PJ must identify any gaps within its current shelter and housing inventory as well as the service delivery system. A PJ should use current data, including point in time count, housing inventory count, or other data available through CoCs, and consultations with service providers to quantify the individuals and families in the qualifying populations and their need for additional housing, shelter, or services. The PJ may use the optional tables provided below and/or attach additional data tables to this template.

**OPTIONAL Homeless Needs Inventory and Gap Analysis Table**

<b>Homeless</b>													
	<b>Current Inventory</b>					<b>Homeless Population</b>				<b>Gap Analysis</b>			
	<b>Family</b>		<b>Adults Only</b>		<b>Vets</b>	<b>Family HH (at least 1 child)</b>	<b>Adult HH (w/o child)</b>	<b>Vets</b>	<b>Victims of DV</b>	<b>Family</b>		<b>Adults Only</b>	
	<b># of Beds</b>	<b># of Units</b>	<b># of Beds</b>	<b># of Units</b>	<b># of Beds</b>					<b># of Beds</b>	<b># of Units</b>	<b># of Beds</b>	<b># of Units</b>
Emergency Shelter	8,650	2,861	6,237	6,237	149								
Transitional Housing	1,528	502	2619	2,619	535								
Permanent Supportive Housing	5,934	1,862	16,979	16,979	6,287								
Other Permanent Housing						752	1,278	0	42				
Sheltered Homeless						3,140	8,664	984	922				
Unsheltered Homeless						883	44,955	2,918	3,434				
<b>Current Gap</b>										#	#	#	#

**Suggested Data Sources:** 1. Point in Time Count (PIT); 2. Continuum of Care Housing Inventory Count (HIC); 3. Consultation

**OPTIONAL Housing Needs Inventory and Gap Analysis Table**

<b>Non-Homeless</b>			
	<b>Current Inventory</b>	<b>Level of Need</b>	<b>Gap Analysis</b>
	<b># of Units</b>	<b># of Households</b>	<b># of Households</b>
Total Rental Units	#		
Rental Units Affordable to HH at 30% AMI (At-Risk of Homelessness)	#		
Rental Units Affordable to HH at 50% AMI (Other Populations)	#		
0%-30% AMI Renter HH w/ 1 or more severe housing problems (At-Risk of Homelessness)		#	
30%-50% AMI Renter HH w/ 1 or more severe housing problems (Other Populations)		#	
<b>Current Gaps</b>			#

**Suggested Data Sources:** 1. American Community Survey (ACS); 2. Comprehensive Housing Affordability Strategy (CHAS)

***Describe the size and demographic composition of qualifying populations within the PJ's boundaries:***

The residents of the City of Monterey Park have been greatly affected by the growing number of individuals experiencing homelessness. This issue impacted not only the quality of life for the community but also caused an increase in police service calls.

The City of Monterey Park is in the western San Gabriel Valley region of Los Angeles County and lies within the Los Angeles County Continuum of Care (CoC). Within the CoC, the County of Los Angeles is divided into eight Service Planning Areas (SPA). The City of Monterey Park is in Service Planning Area 3 (SPA 3).

In 2018 Los Angeles Homeless Services Authority reported a housing gap for individuals at 40,764, families as 5,069 and for individuals veterans as 2,928.

According to the 2020 Point In Time Count, Los Angeles County including the San Gabriel Valley, saw an increase in people experiencing homelessness.

2020 Greater Los Angeles Homeless Point in Time Count:

Los Angeles County: 66,436 homeless population

San Gabriel Valley (SPA 3): 5,082 homeless population

Monterey Park: 37 people were experiencing unsheltered homelessness

Compared to the overall population of Los Angeles County, homelessness disproportionately impacts both the Black/African American (34% of the homeless population) and Hispanic/Latino (36% of the homeless population), homeless population. Males also experience higher rates of homelessness compared to female, transgender, and gender non-binary groups.

4,023 family households representing 12,817 adults and children were experiencing homelessness.

4,356 individuals experiencing homelessness were fleeing from domestic violence in 2020. This is about 40% of the homes population.

3,902 veterans were experiencing homelessness. Approximately 984 were sheltered and 2,918 were unsheltered.

Through the consultation process, the stakeholders that manage homeless and public benefit programs emphasized that a huge barrier within the homeless service systems in the San Gabriel Valley is lack of bed availability and affordable housing. The rapid escalation of rents is also placing a strain on Los Angeles County residents.

***Describe the unmet housing and service needs of qualifying populations, including but not limited to:***

- *Sheltered and unsheltered homeless populations;*
- *Those currently housed populations at risk of homelessness;*
- *Other families requiring services or housing assistance or to prevent homelessness;*  
*and,*
- *Those at greatest risk of housing instability or in unstable housing situations:*

The Point in Time Count and the Housing Inventory Count are two assessments that analyze affordable and supportive housing needs.

The CoC analysis in the 2021 Housing Inventory Count (HIC) found the following:

Annually, the CoC has a gap of 44,106 Permanent Supportive Housing (PSH) units for individuals and 1,694 units for families. This includes people who are chronically homeless, sheltered and unsheltered individuals with disabling conditions who are unlikely to exit homelessness without supportive housing intervention.

The annual Rapid Rehousing need for literally homeless population is 7,191 households.

Affordable housing units needed for literally homeless populations are 2,724 units.

Annual estimates of unsheltered individuals is 43,147 and chronically homeless is 21,285.

The 2021 Los Angeles County Affordable Housing Needs Report found the following:

499,430 low-income renter households in Los Angeles County do not have access to an affordable home.

78% of extremely low-income households in Los Angeles County are paying more than half of their income on housing costs compared to just 2% of moderate-income housing.

Renters need to earn 2.5 times minimum wage to afford the average asking rent in Los Angeles County.

Throughout the consultation process, stakeholders that manage homelessness and public benefit programs emphasized that there is not enough housing options in SPA 3 for people experiencing homelessness or for people who are at risk of experiencing homelessness due to rapid escalation of rents and affordable housing.

Due to lack of bed availability in shelters and permanent housing the program would use the funds to provide emergency and/or interim housing along with client supportive services in a hotel/motel setting. Through case management, a housing navigator will identify and assist the client's needs and barriers to find a long-term solution.

The program's qualifying population also includes residents on the verge of becoming homeless, veterans and victims of domestic violence, sexual assault and human trafficking. The program's activities include assisting clients with obtaining legal documents, resource referrals to mental health providers, full service partnerships, rapid re-housing, emergency hotel vouchers, substance abuse, debt resolution, utility arrears and assisting with the client's income.

***Identify and consider the current resources available to assist qualifying populations, including congregate and non-congregate shelter units, supportive services, TBRA, and affordable and permanent supportive rental housing:***

The Homeless Needs Inventory and Gaps table includes the Housing Inventory Chart (HIC) data from 2021. On shelter capacity, there are 21,107 emergency shelters, 708 winter shelter beds and 4,170 emergency vouchers. These included emergency hotel/motel vouchers which is redeemable at nearby motels, and are an alternate emergency shelter solution for both single adults and families. The Winter Shelter Program (WSP) provides additional shelter beds in temporary facilities during the winter months.

In the fiscal year 2018-2019, the Los Angeles County Permanent Supportive Housing Program placed 3,024 people in Measure H-funded permanent housing.

A growing number of vulnerable individuals are finding shelter or bridge housing instead of being discharged onto the streets. In the fiscal year 2018-2019, 861 homeless individuals released from detention were served in interim housing; 1,037 individuals were discharged from hospitals into interim housing; 926 individuals were discharged from substance abuse treatment into interim housing; and 138 individuals were discharged from other interim or transitional housing into more specialized interim housing.

Low-Income Housing Tax credit production and preservation in Los Angeles County increased by 69% between 2019-2020.

State funding increased 108% and federal funding increased 48% for housing production and preservation in Los Angeles County from FY 2018-19 to FY 2019-20.

The Section 8 program currently has a waiting list of 37,228 applicants. The amount of time spent on the waiting list often varies and can be as long as 14 years.

The Public Housing program currently has a waiting list of 24,685 applicants. The waiting period for public housing applicants is about 3-5 years, depending on household member size.

The LACDA (Los Angeles County Development Authority) provides a homeless admissions preference countywide limited to 30% of the number of vacant general occupancy public housing units available on July 1<sup>st</sup> of each Fiscal Year. Since 2016, the LACDA expanded its homeless preference to include 100% of all South Scattered Sites (SSS) family vacancies, and are

first offered to homeless applicants through a Los Angeles Homeless Service Authority (LAHSA) Memorandum of Understanding.

***Identify any gaps within the current shelter and housing inventory as well as the service delivery system:***

Specifically, within Monterey Park, there are no shelters or emergency housing resources. This is a large unmet need. Additionally, within existing shelters and housing, there a lack of knowledge of how to best serve and provide support for those with lived experiences that may affect their mental health i.e., survivors of domestic violence (DV), those with substance use disorder (SUD), those with severe mental illness (SMI), those with symptoms of post-traumatic syndrome (PTSD).

Due to lack of bed availability in shelters and permanent housing the program would use the funds to provide emergency and/or interim housing along with client supportive servies in a hotel/motel setting. Through case management, a housing navigator will identify and assist the client's needs and barriers to find a long-term solution.

In additionally, there are individuals experiencing homelessness not able to progress in further housing solutions.

***Identify the characteristics of housing associated with instability and an increased risk of homelessness if the PJ will include such conditions in its definition of "other populations" as established in the HOME-ARP Notice:***

As previously noted, the high rising cost of housing in Los Angeles County places all eligible populations described in the 2021 Los Angeles County affordable Housing Needs Report at increased risk of homelessness.

***Identify priority needs for qualifying populations:***

Increased availability at emergency shelters and/or interim housing for qualifying populations in SPA 3 and Los Angeles County, emerged as a priority need among all participants in the consultation process. Along with affordable housing which aligned with the Los Angeles County Affordable Housing report.

In addition to supportive and affordable housing, supportive services are also vitally important to ensure individuals experiencing homelessness can remained housed and avoid becoming homeless again. These services include intensive case management for high need individuals, as well as housing navigation and care coordination services that can be paired with rapid rehousing or other rental assistance programs operating in Los Angeles County.

Due to lack of bed availability in shelters and permanent housing the program would use the funds to provide emergency and/or interim housing along with client supportive servies in a hotel/motel setting. Through case management, a housing navigator will identify and assist the client's needs and barriers to find a long-term solution.

The program’s qualifying population also includes residents on the verge of becoming homeless, veterans and victim’s of domestic violence, sexual assault and human trafficking. The program’s activities include assisting clients with obtaining legal documents, resource referrals to mental health providers, full service partnerships, rapid re-housing, emergency hotel vouchers, substance abuse, debt resolution, utility arrears and assisting with the client’s income.

***Explain how the level of need and gaps in its shelter and housing inventory and service delivery systems based on the data presented in the plan were determined:***

The gaps analysis was based by the 2021 CoC data and 2021 Los Angeles County Affordable Housing needs assessment. The needs information was also informed by the feedback received during 8 virtual consultation sessions.

## **HOME-ARP Activities**

***Describe the method for soliciting applications for funding and/or selecting developers, service providers, subrecipients and/or contractors and whether the PJ will administer eligible activities directly:***

The City of Monterey Park posted the application to qualifying service providers who have access to the Homeless Management Information System (HMIS) and Coordinated Entry System (CES) through a Notice of Funding Availability. The City of Monterey Park received 3 proposals from non-profit organizations that qualified to administer eligible activities as a part-time housing navigator. The program’s activities include assisting clients with obtaining legal documents, resource referrals to mental health providers, full service partnerships, rapid re-housing, emergency hotel vouchers, substance abuse, debt resolution, utility arrears and assisting with the client’s income. The City of Monterey Park held 2 interviews based on the proposals for a part-time housing navigator.

***If any portion of the PJ’s HOME-ARP administrative funds were provided to a subrecipient or contractor prior to HUD’s acceptance of the HOME-ARP allocation plan because the subrecipient or contractor is responsible for the administration of the PJ’s entire HOME-ARP grant, identify the subrecipient or contractor and describe its role and responsibilities in administering all of the PJ’s HOME-ARP program:***

N/A

PJs must indicate the amount of HOME-ARP funding that is planned for each eligible HOME-ARP activity type and demonstrate that any planned funding for nonprofit organization operating assistance, nonprofit capacity building, and administrative costs is within HOME-ARP limits. The following table may be used to meet this requirement.

### Use of HOME-ARP Funding

	Funding Amount	Percent of the Grant	Statutory Limit
Supportive Services	\$ #		
Acquisition and Development of Non-Congregate Shelters	\$ #		
Tenant Based Rental Assistance (TBRA)	\$ #		
Development of Affordable Rental Housing	\$ #		
Non-Profit Operating	\$ #	# %	5%
Non-Profit Capacity Building	\$ #	# %	5%
Administration and Planning	\$ #	# %	15%
<b>Total HOME ARP Allocation</b>	\$ #		

***Additional narrative, if applicable:***

N/A

***Describe how the characteristics of the shelter and housing inventory, service delivery system, and the needs identified in the gap analysis provided a rationale for the plan to fund eligible activities:***

During the consultation process and analysis of the CoC’s housing needs, supportive and affordable housing emerged as the community’s most pressing need. Specifically, within Monterey Park, there are no shelters or emergency housing resources. This is a large unmet need. Additionally, within existing shelters and housing in Los Angeles County, there a lack of knowledge of how to best serve and provide support for those with lived experiences that may affect their mental health i.e., survivors of domestic violence (DV), those with substance use disorder (SUD), those with severe mental illness (SMI), those with symptoms of post-traumatic syndrome (PTSD). Supportive services are also included as they are essential to interim housing program. The City of Monterey Park will work with the service provider to administer the activities. The program’s activities include assisting clients with obtaining legal documents, resource referrals to mental health providers, full service partnerships, rapid re-housing, emergency hotel vouchers, substance abuse, debt resolution, utility arrears and assisting with the client’s income.

### HOME-ARP Production Housing Goals

***Estimate the number of affordable rental housing units for qualifying populations that the PJ will produce or support with its HOME-ARP allocation:***

N/A

***Describe the specific affordable rental housing production goal that the PJ hopes to achieve and describe how it will address the PJ’s priority needs:***

N/A

## Preferences

***Identify whether the PJ intends to give preference to one or more qualifying populations or a subpopulation within one or more qualifying populations for any eligible activity or project:***

- Preferences cannot violate any applicable fair housing, civil rights, and nondiscrimination requirements, including but not limited to those requirements listed in 24 CFR 5.105(a).
- PJs are not required to describe specific projects to which the preferences will apply.

There will be no additional preferences. Projects funded by these HOME-ARP dollars will use project-specific affirmative marketing and waitlists, and they will serve Qualified Populations by utilizing Coordinated Entry System to enroll participants.

***If a preference was identified, explain how the use of a preference or method of prioritization will address the unmet need or gap in benefits and services received by individuals and families in the qualifying population or category of qualifying population, consistent with the PJ's needs assessment and gap analysis:***

N/A

***If a preference was identified, describe how the PJ will use HOME-ARP funds to address the unmet needs or gaps in benefits and services of the other qualifying populations that are not included in the preference:***

N/A

## HOME-ARP Refinancing Guidelines

If the PJ intends to use HOME-ARP funds to refinance existing debt secured by multifamily rental housing that is being rehabilitated with HOME-ARP funds, the PJ must state its HOME-ARP refinancing guidelines in accordance with [24 CFR 92.206\(b\)](#). The guidelines must describe the conditions under which the PJ will refinance existing debt for a HOME-ARP rental project, including:

- ***Establish a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing to demonstrate that rehabilitation of HOME-ARP rental housing is the primary eligible activity***

N/A

- ***Require a review of management practices to demonstrate that disinvestment in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving qualified populations for the minimum compliance period can be demonstrated.***

N/A

- *State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.*

N/A

- *Specify the required compliance period, whether it is the minimum 15 years or longer.*

N/A

- *State that HOME-ARP funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.*

N/A

- *Other requirements in the PJ's guidelines, if applicable:*

N/A