

Permanent Local Housing Allocation (PLHA) Formula Allocation

Notice of Funding Availability (NOFA) October 15, 2024

2024 Application for **5-Year Plan Amendment**



State of California
Gavin Newsom, [Governor](#)

Business, Consumer Services and Housing Agency
Tomiquia Moss, [Secretary](#)

Department of Housing and Community Development
Gustavo Velasquez, [Director](#)

Program Design and Implementation, PLHA Program
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Website: [Permanent Local Housing Allocation Program \(PLHA\)](#)

Allocation Years	New & Streamlined Submission Deadline	5-Year Plan Amendment Submission Deadline
Year 1 (2019)	n/a	n/a
Year 2 (2020)	n/a	n/a
Year 3 (2021)	02/28/2025	06/30/2025
Year 4 (2022)	02/28/2026	06/30/2026
Year 5 (2023)	02/28/2027	06/30/2027

Instructions

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When opening this file, a yellow banner at the top may appear with a button that says "Enable Content". It is essential that you click this box so that the macros are enabled. Enabling macros is necessary for full worksheet functionality. Macros do not work with Microsoft's Excel version for Apple Mac.

Applications must be submitted electronically to the Department's [HCD Portal Sign In](#) website. To receive an award of CY 2021 funds, applicants are required to submit an application and demonstrate a fully compliant Housing Element and submittal of the applicable Annual Progress Report(s) no later than February 28, 2025. All CY 2021 funds must be awarded by June 30, 2025 or they will revert to the Housing Rehabilitation Loan Fund per statute.

This NOFA will remain open to eligible applicants through June 30, 2027.

Applications must be on the Department's forms and cannot be altered or modified by the Applicant. Excel forms must be in Excel format and 'save as' .xls or .xlsx. Do not 'save as' .xlsm or .pdf format. For application errors please fill out the Application Support worksheet and email the entire workbook to Application Support for application errors at PLHA@hcd.ca.gov.

General Instructions (Additional instructions and guidance are given throughout the Formula Allocation Application in "red" text and in cell comments.

Guideline references are made with "\$" and the corresponding guideline section number.

"Yellow" cells are for Sponsor input. Failure to provide the required attachments and documentation may disqualify your application from consideration. An Applicant must submit a complete application and other documents consistent with the deadlines stated in this NOFA. Applications submitted in response to this NOFA must meet the threshold requirements set forth in this section and in PLHA Guidelines Section 302.

Required attachments are indicated in "orange" throughout the Streamline Application. Failure to provide the required attachments and documentation may disqualify your application from consideration. Electronically attached files must use the naming convention in the PLHA Application. For Example: "App1 Tin" or "Reuse Plan".

Threshold items are indicated in "blue" cells.

"Red" shaded cells indicate the Sponsor has failed to meet a requirement of the program. Cells in the worksheet shaded in "red" indicate that the Applicant has failed to meet the minimum required.

Sponsor must complete the following worksheets in the PLHA Formula Allocation Application.

Formula Allocation Application

Urban County

Checklist

Threshold Requireme	Electronic File Name	Document Description	Included?
X	Application and Adopting the PLHA Plan (2021-2023 Allocations) Reso	Pursuant to section 302(c)(4) of the Guidelines, Applicant's PLHA Plan for 2021-2023 allocations is attached to this resolution, and Applicant certifies compliance with all public notice, comment, and hearing requirements in accordance with the Guidelines.	Included
X	App1 TIN	Provide a signed Gov't TIN Form	Included
X	Applicant Delegation Agreement	Legally binding agreement between Delegating and Administering Local Governments.	Not Applicable
X	Plan Adoption Reso	§302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content. <i>PLHA webpage for Plan Adoption Resolution Document , located under our Forms tab.</i>	Included
X	Reuse Plan	Program Income Reuse Plan describing how repaid loans or accrued interest will be used for eligible activities in Section 301.	Not Applicable
X	Executed Application	Provide a copy of the signed application. Signature can be typed into the Excel workbook, PDF with DocuSigned signature or PDF with wet ink signature in blue ink preferred.	Included

Disclosure of Application (California Public Records Act Statutes of 1968 Chapter 1473): Information provided in the application will become a public record available for review by the public, pursuant to the California Public Records Act Statutes of 1968 Chapter 1473. As such, any materials provided will be disclosable to any person making a request under this Act. The Department cautions Applicants to use discretion in providing information not specifically requested, including but not limited to, bank accounts, personal phone numbers and home addresses. By providing this information to the Department, the Applicant is waiving any claim of confidentiality and consents to the disclosure of submitted material upon request."

PLHA Formula - Amendment for years 2021, 2022, 2023

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Eligible Applicant Type:	Entitlement
Local Government Recipient of PLHA Formula Allocation:	
Chula Vista	
2021 PLHA Formula Allocation Amount:	n/a
2022 PLHA Formula Allocation Amount:	n/a
2023 PLHA Formula Allocation Amount:	n/a

Instructions: If the Local Government Recipient of the PLHA Formula Allocation delegated its PLHA formula allocation to a Local Housing Trust Fund or to another Local Government, the Applicant (for which information is required below) is the Local Housing Trust Fund or administering Local Government. The PLHA award will be made to the Applicant (upon meeting threshold requirements) and the Applicant is responsible for meeting all program requirements throughout the term of the Standard Agreement.

The 302(c)(4) Plan template worksheet requires first choosing one or more of the Eligible Activities listed below. If "Yes" is clicked, the 302(c)(4) Plan worksheet opens a series of questions about what precise activities are planned. Some specific activities, such as providing downpayment assistance to lower-income households for acquisition of an affordable home, could be included under either Activity 2 or 9. Please only choose one of those Activities; don't list the downpayment assistance under both Activities. **Please note that 40% of each allocation you are requesting to amend with this application MUST be allocated to an activity that supports Homeownership in accordance with the NOFA. Ownership activities are 2,3,4,7,8,9 (activities 2,3,4, & 8 will only count as ownership if the funds will go towards ownership sub activities as opposed to rental housing sub activities including ADU's)**

If the PLHA funds are used for the same Activity but for different Area Median Income (AMI) level, select the highest AMI level the Activity will serve (you can always go lower than what is listed but you may not serve higher than what is listed without completing a plan amendment in the future).

For each year (2021-2023), allocations must equal 100% annually including the allowable administrative costs of up to 5%.

§300 Eligible Applicants

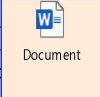
§300(a) and (b) Eligible Applicants for the Entitlement and Non-Entitlement formula component described in Section §100(b)(1) and (2) are limited to the metropolitan cities and urban counties allocated a grant for the federal fiscal year 2017 pursuant to the federal CDBG formula specified in 42 USC, Section §5306 and Non-entitlement local governments.

Applicant:	City of Chula Vista					
Address:	276 Fourth Ave					
City:	Chula Vista	State:	CA	Zip:	91910	
		County:	San Diego			
Auth Rep Name:	Maria Kachadoorian	Title:	City Manager	Auth Rep. Email:	mkachadoorian@chulavistaca.gov	
		Phone:	619-691-5263			
Address:	276 Fourth Ave		City:	Chula Vista	State:	CA
		Zip Code:	91910			
Contact Name:	Dania Gonzalez	Title:	Principal Management Analyst	Contact Email:	dgonzalez@chulavistaca.gov	
		Contact Phone:	(619) 407-3575			
Address:	276 Fourth Ave		City:	Chula Vista	State:	CA
		Zip Code:	91910			

§300(d) Is Applicant delegated by another Local government to administer on its behalf its formula allocation of program funds? No

§300(d) If Applicant answered "Yes" above, has the Applicant attached the legally binding agreement required by §300(c) and (d)? N/A

A sample agreement can be found by double clicking on the icon to the right



File Name:	Application and/or Adopting the PLHA Plan (2020-2023 Allocations) Reso	Pursuant to section 302(c)(4) of the Guidelines, Applicant's PLHA Plan for 2020-2023 allocations is attached to this resolution, and Applicant certifies compliance with all public notice, comment, and hearing requirements in accordance with the Guidelines.	Yes	Uploaded to HCD?	Yes
File Name:	Gov TIN	Provide a signed Gov't TIN Form		Uploaded to HCD?	Yes
File Name:	Applicant Delegation Agreement	Legally binding agreement between Delegating and Administering Local Governments (sample provided—just click on icon in row 19, column AH)		Uploaded to HCD?	N/A

§301 Eligible Activities

§301(a) Eligible activities are limited to the following:	Select below:
§301(a)(1) The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to Extremely low-, Very low-, Low-, or Moderate-income households, including necessary operating subsidies.	No
§301(a)(2) The predevelopment, development, acquisition, rehabilitation, and preservation of affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of AMI, or 150 percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days.	No
§301(a)(3) Matching portions of funds placed into Local or Regional Housing Trust Funds.	No
§301(a)(4) Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.	No
§301(a)(5) Capitalized Reserves for services connected to the preservation and creation of new permanent supportive housing.	No
§301(a)(6) Assisting persons who are experiencing or At-risk of homelessness, including, but not limited to, providing rapid re-housing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.	Yes
§301(a)(7) Accessibility modifications in Lower-income Owner-occupied housing.	Yes
§301(a)(8) Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.	No
§301(a)(9) Homeownership opportunities, including, but not limited to, down payment assistance.	No

§301(a)(10) Fiscal incentives made by a county to a city within the county to incentivize approval of one or more affordable housing Projects, or matching funds invested by a county in an affordable housing development Project in a city within the county, provided that the city has made an equal or greater investment in the Project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an affordable housing Project. Matching funds investments by both the county and the city also shall be a grant or low-interest deferred loan to the affordable housing Project.

No

§302(c)(4) Plan

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§302(c)(4)(A) Describe the manner in which allocated funds will be used for eligible activities.

The City of Chula Vista is proposing 60% of its PLHA funding towards housing opportunities for those earning up to 30 percent of the San Diego County Area Median Income (AMI) through funding of a minimum 65 bed Bridge Shelter as well as associated wrap-around services for homeless persons. Chula Vista will continue to seek funding for these activities to leverage and make the most efficient and effective use of various funding sources that may be available at a given time. Use of PLHA funds for this unmet housing need through beds in a Bridge Shelter is consistent with the City's 2013-2021 Certified Housing Element.

Additionally, the City is proposing to use 40% of funds towards an accessibility modification program (mobility ramps, widening of doorways and hallways, handrails, grab bars, replacing doorknobs with lever handles, kitchen modifications to lower cabinets and countertops, etc.), consistent with the new AOVH requirements to serve low-income homeowners. While the program may assist with households up to 150% of the area median income as San Diego County is a high-cost area, priority will be given to low-income homeowners with a priority to those areas identified in the 2021-2029 Housing Element as disadvantaged. It is the City's goal to extend these resources through grants to households who may be in need of accessibility modifications so that they may age in place and have a good quality of life. The program will be leveraged and supplement the City's existing rehabilitation loan program which focuses on health and safety improvements as further discussed below.

§302(c)(4)(B) Provide a description of the way the Local government will prioritize investments that increase the supply of housing for households with incomes at or below 60 percent of Area Median Income (AMI).

PLHA funding will be allocated to 1. Homeless shelter operations seeking to benefit households that are homeless with household incomes at or less than 30% of the Area Median Income services and, as such, serving the homeless meets the requirement to prioritize investments that increase the supply of housing for households with incomes at or below 60% AMI; and 2. accessibility modifications for households earning 80% or below, with priorities given to households earning 60% of the AMI or below.

The City has experience in leveraging HOME funds and Housing Successor funds to support acquisition and rehabilitation and new construction projects serving households at 30% to 60% AMI that have been funded with tax credits, Multifamily Housing Revenue bonds, State Multifamily Housing funds and other state and county funds. This existing plan will be utilized for administering PLHA funds as well. The City and its Housing Authority proposes to combine its available CDBG, ESG, HOME and remaining Housing Successor funds with PLHA funds to maximize the services and beds available.

§302(c)(4)(C) Provide a description of how the Plan is consistent with the programs set forth in the Local Government's Housing Element.

As outlined within Chula Vista's 2021-2029 Housing Element, Housing Policy 2.16 specifically calls for the City to "Encourage sufficient short and long-term supportive housing and facilities for people experiencing homelessness throughout the City, especially sites that are co-located with support services for health, mental health, and workforce development and that are located near transit." With over 650 homeless persons within Chula Vista as of the 2024 Point in Time Count and 77% of those being unsheltered and as further detailed within the Housing Element there is a significant gap of the number of unsheltered within the community and the beds available for the general population of homeless.

Of the policies and programs in Chula Vista's Housing Element, Program 1.2 states that the City will "continue implementation of the City's Community Housing Improvement Program (CHIP), which provides favorable loans to low-income homeowners to fund improvements to correct unsafe, unsanitary, or illegal housing conditions, reduce barriers to accessibility, and improve energy efficiency, water conservation, and lead-based paint abatement." While this is a loan program, these funds can be leveraged to meet other needs that an accessibility modification grant might not and work together to meet the needs of the whole household, and not limit the repairs to what can be afforded at the time.

Activities Detail (Activities Detail (Must make a selection on Formula Allocation Application worksheet under Eligible Activities, §301))

§301(a)(6) Assisting persons who are experiencing or at risk of homelessness, including, but not limited to, providing rapid rehousing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.

§302(c)(4)(E)(i) Provide a detailed and complete description of how allocated funds will be used for the proposed Activity.

Funding will be allocated to support the operations of the homeless bridge shelter and/or other emergency housing and wrap-around supportive services, which may include case management, street outreach, housing navigation, meals, laundry, bathroom/shower and laundry facilities as well as coordinated service linkages. Improvements include the installation of water, sewer, electrical, grading and foundation. For the remainder of the years, funding will be allocated to support the operations of the homeless bridge shelter wrap-around supportive services which include case management, housing navigation, meals, laundry, bathroom/shower and laundry facilities as well as coordinated service linkages.

Complete the table below for each proposed Activity to be funded with 2021-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the highest AMI to be served.

Funding Allocation Year	2023																	
Type of Affordable Housing Activity	Operating and Capital Costs for Emergency Shelters																	
§302(c)(4)(E)(i) Percentage of Funds Allocated for the Proposed Activity	60%																	
§302(c)(4)(E)(ii) Area Median Income Level Served	30%																	TOTAL
§302(c)(4)(E)(iii) Unmet share of the RHNA at the AMI Level Note: complete for years 2021, 2022, 2023 only	1346																	1346
§302(c)(4)(E)(iii) Projected Number of Households Served	65																	65
§302(c)(4)(E)(iv) Period of Affordability for the Proposed Activity (5 years required for rental housing projects)	N/A																	

§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity.

The homeless bridge shelter was completed in May 2023 and has since provided 8,442 bed nights with 66 clients currently enrolled. Clients are provided with restroom, shower, laundry, and meals as well as case management and housing navigation services. In September 2024, the shelter operator held various skill-building seminars for the residents at the shelter with success seen in the resume-building workshop as 3 clients gained employment in that month alone.

§301(a)(7) Accessibility modifications in Lower-income Owner-occupied housing.

§302(c)(4)(E)(i) Provide a detailed and complete description of how allocated funds will be used for the proposed Activity.

Working in partnership with the current Community Housing Improvement Program which provides a loan for housing quality standards repairs, homeowners will now be able to apply to receive a grant up to \$20,000 to make necessary accessibility modifications to their homes. These modifications may include, but are not limited to mobility ramps, widening of doorways and hallways, handrails, grab bars, replacing doorknobs with lever handles, kitchen modifications to lower cabinets and countertops, etc. Not only would this provide a much needed and often costly service, but it will also improve the quality of life of many Chula Vista residents. Low-income homeowners will apply for this program, go through the eligibility process, identify an eligible contractor, and the City would issue funds to the contractor directly. This grant program would require homeowners to reside in the home for 2 years following the modifications.

Complete the table below for each proposed Activity to be funded with 2021-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the highest AMI to be served.

Funding Allocation Year	2023																	
Type of Affordable Housing Activity	Accessibility modifications in Lower-income Owner-Occupied Housing																	
§302(c)(4)(E)(i) Percentage of Funds Allocated for the Proposed Activity	40%																	
What Percentage of the Percentage Above Will be Used for Ownership Housing?	40%																	
§302(c)(4)(E)(ii) Area Median Income Level Served	80%																	TOTAL
§302(c)(4)(E)(iii) Unmet share of the RHNA at the AMI Level Note: complete for years 2021, 2022, 2023 only	1378																	1378
§302(c)(4)(E)(iii) Projected Number of Households Served	13																	13
§302(c)(4)(E)(iv) Period of Affordability for the Proposed Activity	N/A																	

§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity.

It is the City's goal, that if the plan amendment is approved, the implementation of this program can begin in January 2024.

File Name:	Plan Adoption Reso	§302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content.	Uploaded to HCD?	Yes
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Total Percentage of Funds Allocated Calculator (2021 - 2023)

2021 Allocation	2022 Allocation	2023 Allocation
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Admin	0%
Funds Allocated	0%
Total Percentage of Funds Allocated for 2021	0%

Admin	0%
Funds Allocated	0%
Total Percentage of Funds Allocated for 2022	0%

Admin	0%
Funds Allocated	100%
Total Percentage of Funds Allocated for 2023	100%

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Application Development Team (ADT) Support Form

Rev. 10/10/24

Please complete the "yellow" cells in the form below and email a copy to: PLHA@hcd.ca.gov. A member of the Application Development Team will respond to your request within ASAP.

Full Name:		Date Requested:		Application Version Date:	
Organization:		Email:		Contact Phone:	

Issue #	Program Name &	Tab	Section	Cell#	Update/Comment	Urgency	ADT Status	Status Date
1	PLHA Supp App							
2	PLHA Supp App							
3	PLHA Supp App							
4	PLHA Supp App							
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