

2024 Homekey+ Program

Notice of Funding Availability (NOFA)

November 26, 2024

Funding Application



State of California

Gavin Newsom, [Governor](#)

Business, Consumer Services and Housing Agency

Tomiquia Moss, [Secretary](#)

<https://www.bcsd.ca.gov/>

Department of Housing and Community Development (HCD)

Gustavo Velasquez, [Director](#)

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[Homekey+ Program](#)

<https://www.hcd.ca.gov>

Instructions

When opening this file, a yellow banner at the top may appear with a button that says, "Enable Editing", and/or "Enable Macros". It is essential that you click this box(es) so that the macros are enabled. Enabling macros is necessary for full workbook/application functionality.

WARNING: Partial functionality of this application/workbook **WILL BE LOST** when using **Apple Mac Computers**. The Department **highly** recommends using PC Computers and Microsoft Office 2013 or newer to complete the application.



Microsoft has recently added blocking of macros by default, if this happens when you open the application, please follow the instructions in the Word document added as an icon to the right (double-click to open).

When completing this Application, it is required not to skip/jump to other sheets, start entering data from top to bottom and left to right when selecting a new sheet to work with.

Application materials must be submitted electronically via HCD portal system. Requirements for uploading the Application Workbook and required supporting documentation, including naming conventions, are described in the application instructions available at [Homekey+ | California Department of Housing and Community](#)

Homekey applications will be accepted as set forth in the NOFA.

Application must be on the Department's forms and cannot be altered or modified by the Applicant. Excel Application must be in Excel format, not a PDF document.

If the Applicant discover any errors within application, use the Application Support sheet and email the entire workbook to AppSupport@hcd.ca.gov

It is recommended that Applicant(s) start from left to right and top to bottom for a better understanding and functionality of this application.

Additional instructions and guidance are given throughout the Application in "red" text and in [cell comments](#). Cell Notes/Comments are very important to read as some of these will provide directions for completing your application.

"Yellow" cells	are for Applicant input. It is very important that you answer ALL yellow cells, failure to provide all information may disqualify your application from consideration or may negatively impact your point score.
"Orange" cells	are required attachments. Failure to provide the required attachments and documentation may disqualify your application from consideration or may negatively impact your point score. Electronically attached files must use the naming convention in the Application.
"Red" cells	indicate the Applicant(s) has failed to meet a requirement of the program, threshold, scoring, upload, or certification.
"Blue" cells	are self-score points awarded in the "Scoring" worksheet. These are automated calculations based on the inputs provided by the Applicant.

Disclosure of Application: The application is a public record, which may be available for public review pursuant to the [California Public Records Act \(CPRA\) \(Division 10 \(commencing with Section 7920.000\) of Title 1 of the Government Code\)](#). After final Homekey+ Awards have been issued, HCD may disclose any materials provided by the Applicant to any person making a request under the CPRA. HCD cautions Applicants to use discretion in providing information not specifically requested, including but not limited to bank account numbers, personal phone numbers, and home addresses. By providing this information to HCD, the Applicant is waiving any claim of confidentiality and consents to the potential disclosure of submitted material upon request.

Homekey Summary (auto populated from "Max Funds & Unit Mix Award", and "Scoring" worksheets)									
Gap Financing Project type?	TRUE	New construction cost containment Project type?	FALSE						
Capital Baseline Award	\$13,500,000	Additional Contribution	\$0	Total Requested Capital Award		\$13,500,000			
Operating Subsidy	\$0	50% Relocation Costs	\$0	Total Requested Operating Subsidy		\$0			
Total Requested Homekey Award (capital + operating + 50% relocation costs)						\$13,500,000			
Number of Doors at Acquisition	0	Number of Units Proposed in the Project	30	Number of Assisted Units		29			
Number of At-Risk of Homelessness Units	0	Number of Chronically Homeless Units	0	Number of Homeless Units		0			
Number of Homeless Youth or Youth at Risk of Homelessness Units	0	Number of Units accessible to persons with hearing or vision disabilities		3					
Number of Units accessible to persons with mobility disabilities	5	Veteran Units	29	Non HK+ units	1				

"Optional answer" will not affect application review or ranking. Applicant(s) or Joint Venture Entity meets CDLAC Definition of BIPOC Organization? per CDLAC 523(f)(1)(B), TCAC 10327(c)(2)(E)? No

Eligible Applicant		Entity name	San Bernardino County Community Development & Housing Department						
Eligible applicant type	County	Organization type	Public Agency						
File Name	02a. App1 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.					Uploaded to HCD?	Yes	
File Name	02b. App1 Authorizing Resolution	Authorizing Resolution					Uploaded to HCD?	Yes	
File Name	02c. App1 Signature Block	Signature Block - upload in Microsoft Word Document.					Uploaded to HCD?	Yes	
File Name	02d. App1 TIN Form	Completed Government TIN form.					Uploaded to HCD?	Yes	

Co-Applicant #1		Entity name	U.S.VETS Housing Corporation						
Eligible applicant type	Corporation	Organization type	Non-profit Corporation						
File Name	03a. Co-App1 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.					Uploaded to HCD?	Yes	
File Name	03b. Co-App1 OrgDoc1, Co-App1 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.					Uploaded to HCD?	Yes	
File Name	03c. Co-App1 Authorizing Resolution	Authorizing Resolution					Uploaded to HCD?	Yes	
File Name	03e. Co-App1 Signature Block	Signature Block - upload in Microsoft Word Document.					Uploaded to HCD?	Yes	
File Name	03f. Co-App1 Cert of Good Standing	Dated 30 days or less from the application due date.					Uploaded to HCD?	Yes	
File Name	03g. Co-App1 EIN Verification	EIN Verification (IRS form SS-4) (except jurisdictions)					Uploaded to HCD?	Yes	
File Name	03h. Co-App1 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).					Uploaded to HCD?	Yes	
File Name	03i. Co-App1 Payee Data Record	Completed Payee Data Record.					Uploaded to HCD?	Yes	
File Name	03j. Co-App1 TIN Form	Completed Government TIN form (jurisdictions only).					Uploaded to HCD?	N/A	

Co-Applicant #2		Entity name	Kingdom Development, Inc.						
Eligible applicant type	Corporation	Organization type	Non-profit Corporation						
File Name	04a. Co-App2 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.					Uploaded to HCD?	Yes	
File Name	04b. Co-App2 OrgDoc1, Co-App2 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.					Uploaded to HCD?	Yes	
File Name	04c. Co-App2 Authorizing Resolution	Authorizing Resolution					Uploaded to HCD?	Yes	
File Name	04e. Co-App2 Signature Block	Signature Block - upload in Microsoft Word Document.					Uploaded to HCD?	Yes	
File Name	04f. Co-App2 Cert of Good Standing	Dated 30 days or less from the application due date.					Uploaded to HCD?	Yes	
File Name	04g. Co-App2 EIN Verification	EIN Verification (IRS form SS-4) (except jurisdictions)					Uploaded to HCD?	Yes	
File Name	04h. Co-App2 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).					Uploaded to HCD?	Yes	
File Name	04i. Co-App2 Payee Data Record	Completed Payee Data Record.					Uploaded to HCD?	Yes	
File Name	04j. Co-App2 TIN Form	Completed Government TIN form (jurisdictions only).					Uploaded to HCD?	N/A	

Co-Applicant #3		Entity name	United States Veterans Initiative						
Eligible applicant type	Corporation	Organization type	Non-profit Corporation						
File Name	05a. Co-App3 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.					Uploaded to HCD?	Yes	
File Name	05b. Co-App3 OrgDoc1, Co-App3 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.					Uploaded to HCD?	Yes	
File Name	05c. Co-App3 Authorizing Resolution	Authorizing Resolution					Uploaded to HCD?	Yes	
File Name	05e. Co-App3 Signature Block	Signature Block - upload in Microsoft Word Document.					Uploaded to HCD?	Yes	
File Name	05f. Co-App3 Cert of Good Standing	Dated 30 days or less from the application due date.					Uploaded to HCD?	Yes	
File Name	05g. Co-App3 EIN Verification	EIN Verification (IRS form SS-4) (except jurisdictions)					Uploaded to HCD?	Yes	
File Name	05h. Co-App3 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).					Uploaded to HCD?	Yes	
File Name	05i. Co-App3 Payee Data Record	Completed Payee Data Record.					Uploaded to HCD?	Yes	
File Name	05j. Co-App3 TIN Form	Completed Government TIN form (jurisdictions only).					Uploaded to HCD?	N/A	

Co-Applicant #4		Entity name	E Street Veterans Apartments, LP						
Eligible applicant type	Limited Partnership	Organization type	Non-profit Corporation						

Project Overview

V2 3/10/25

File Name	06a. Co-App4 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Uploaded to HCD?	Yes
File Name	06b. Co-App4 OrgDoc1, Co-App4 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Uploaded to HCD?	Yes
File Name	06c. Co-App4 Authorizing Resolution	Authorizing Resolution	Uploaded to HCD?	Yes
File Name	06e. Co-App4 Signature Block	Signature Block - upload in Microsoft Word Document.	Uploaded to HCD?	Yes
File Name	06f. Co-App4 Cert of Good Standing	Dated 30 days or less from the application due date.	Uploaded to HCD?	Yes
File Name	06g. Co-App4 EIN Verification	EIN Verification (IRS form SS-4) (except jurisdictions)	Uploaded to HCD?	Yes
File Name	06h. Co-App4 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Uploaded to HCD?	Yes
File Name	06i. Co-App4 Payee Data Record	Completed Payee Data Record.	Uploaded to HCD?	Yes
File Name	06j. Co-App4 TIN Form	Completed Government TIN form (jurisdictions only).	Uploaded to HCD?	N/A

Managing General Partner	Entity name	Kingdom AO, LLC		
File Name:	07a. MGP Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Uploaded to HCD?	Yes
File Name:	07b. MGP OrgDoc1, MGP OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Uploaded to HCD?	Yes
File Name	07c. MGP Resolution	Authorizing Resolution.	Uploaded to HCD?	Yes
File Name:	07e. MGP Signature Block	Signature Block - upload in Microsoft Word Document.	Uploaded to HCD?	Yes
File Name:	07f. MGP Cert of Good Standing	Dated 30 days or less from the application due date.	Uploaded to HCD?	Yes
File Name:	07g. MGP Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Uploaded to HCD?	Yes
File Name:	07h. MGP Payee Data Record	Completed Payee Data Record.	Uploaded to HCD?	Yes

Administrative General Partner #1	Entity name	U.S.VETS - E Street LLC		
File Name:	08a. AGP1 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Uploaded to HCD?	Yes
File Name:	08b. AGP1 OrgDoc1, AGP1 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Uploaded to HCD?	Yes
File Name	08c. AGP1 Resolution	Authorizing Resolution.	Uploaded to HCD?	Yes
File Name:	08e. AGP1 Signature Block	Signature Block - upload in Microsoft Word Document.	Uploaded to HCD?	Yes
File Name:	08f. AGP1 Cert of Good Standing	Dated 30 days or less from the application due date.	Uploaded to HCD?	Yes
File Name:	08g. AGP1 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Uploaded to HCD?	Yes
File Name:	08h. AGP1 Payee Data Record	Completed Payee Data Record.	Uploaded to HCD?	Yes

Administrative General Partner #2	Entity name	N/A		
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Manager of LLC	Entity name	N/A		
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Additional Applicant(s) documents

File Name	11. LP-1	Certificate of Limited Partnership (LP-1)	Uploaded to HCD?	Yes
File Name	11. LP-2	Amendment to Certificate of Limited Partnership (LP-2)	Uploaded to HCD?	N/A
File Name	11. LPA	Limited Partnership Agreement	Uploaded to HCD?	Yes

Are there affiliate or subsidiary entities that provide operational or financial support to the Applicant or Co-Applicants?	N/A
Is the Applicant an affiliate or subsidiary of another entity such as a parent company?	N/A
Will the Applicant rely on related party entity(ies) to develop, construct, or operate the proposed Project?	N/A

Project Development Type	New Construction		Housing Type	Permanent Housing	Geographic Region	Southern California	
Project Name	U.S. VETS - E Street			Project Address	1351 North E Street		
Project County	San Bernardino	Project City	San Bernardino	State:	CA	Project Zip	92405
(APNs):				Census Tract(s)			
0145-211-55				06071005501			

Has the Applicant(s) applied, plan to apply, or been awarded other HCD program funds for this proposed Project?							Yes
If applicable, provide other Project name(s) for which this Project has applied for HCD funds in the past.							
Negative points may be assessed if applicant fails to disclose all past awards, simultaneous applications, and known future applications.							
HCD program(s) name(s):	21-06	Plan to apply?	Loan amount	Grant amount	Awarded?	Award date or expected Award date?	HCD Contract Number
HCD- VHHP	Yes	No	\$4,426,369		Yes	11/9/2018	18-VHHP-12264

Utilizing Tax Credits?	None
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Is Project located in a Rural Area as defined by H&S Code §50199.21 ? Applicant must use the TCAC Method for determining rural status.	Documentation of rural status (2025)	No
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Project Description: be as specific as possible and be sure to include eligible uses, relocation needs, Homekey+ operating subsidy and match.

Project Overview

V2 3/10/25

U.S.VETS - E Street (the "project") is a new construction single 3-story building on 0.79 acres in San Bernardino, CA with a special needs - veteran homeless tenancy target. The project consists of twenty-nine (29) low-income units, 21 one-bedroom units and 8 two-bedroom units, restricted at 30% AMI plus one (1) managers' unit. Eligible uses for this project are gap financing due to one unsuccessful application for tax credits/bonds ranked by total HCD funds committed. The project is seeking Homekey+ capital and no operating subsidy. The City and County of San Bernardino are matching. The project site is currently vacant, therefore, there are no relocation needs.

§201. Eligible Uses

Applicants acknowledges the "Eligible Uses" of the Homekey+ funds.

Yes

- i. The list of eligible uses are as follows: (Applicants, please select all the items below for which the Homekey+ funds will be utilized for. Select "Yes" or "No") to all below.
 - a. Acquisition or Rehabilitation, or Acquisition and Rehabilitation, of motels, hotels, hostels, apartments or homes, assisted living residences, manufactured housing, commercial properties, and other buildings with existing uses that could be converted to Permanent Supportive Housing (PSH). No
 - b. Master leasing of properties for PSH. No
 - c. Conversion of units from nonresidential to residential PSH. (i.e. adaptive reuse) and conversion of Interim Housing to PSH. No
 - d. New construction of dwelling units (see §501). No
 - e. Gap financing (**Strictly for §502 project types only**, please read and understand this section before selecting "Yes"). Yes
 - f. The purchase of affordability covenants and restrictions for units. No
 - g. Relocation costs for individuals who are being displaced because of the Homekey+ Project. No
 - h. Capitalized operating subsidies for PSH units purchased, converted, constructed, or altered with funds provided pursuant to **HSC §50675.1.3**. Yes
- ii. Applicant acknowledges that the **Ineligible** uses include all those stated at §201(ii). Yes

§202. Eligible Projects

Homekey+ funds Permanent Supportive Housing (PSH) and will require a 55-year affordability term. HCD welcomes and will consider a variety of innovative housing solutions as eligible Projects, including excess state-owned property developments. The following list of eligible Projects is not exhaustive.

Eligible Project Type	iv. Multifamily rental housing Projects.
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§301. Additional Application Materials

In addition to requirements detailed in §300, to be eligible for Homekey+ funding, an application shall demonstrate to HCD the following:

- i. Applicants and Co-Applicants must be in good standing with the State of California and all agencies and departments thereof. By way of example and not limitation, an Applicant and Co-Applicant must be qualified to do business in the State of California and must be in good standing with the California Secretary of State and the California Franchise Tax Board. **Applicants that are delinquent in meeting the material requirements of previous Department awards may, in the Department's reasonable discretion, fail threshold review.** Certificate of Good Standing dated within 30 days of application due date must be submitted with the application.

NOTE: A certificate of good standing from the California Secretary of State is requested above and under the Applicant and Co-Applicants entity name.
- ii. Completed Certification and Legal Disclosure Statement
- iii. Signature Block for all Applicants entities in Word Format
- iv. Payee Data Record STD204 (except for Eligible Applicants)
- v. Taxpayer Identification Number (FI\$Cal TIN Form)
- vi. EIN Verification (IRS form SS-4) (except for Jurisdictions)
- vii. Tax-Exempt State from IRS or FTB (if applicable)

NOTE: These items above (ii-vii) are requested above and under the Applicant and Co-Applicants entity name.
- viii. CEQA Determination (if applicable)
- ix. NEPA Authority to Use Grant Funds (if applicable)

NOTE: These items above (viii-ix) are requested at the "Project Overview" sheet, starting with row 474.
- x. Phase 2 Environmental Report if needed as stated in Phase I ESA report (if Applicable)

NOTE: This item above (x) is requested at "Threshold Requirements" sheet at row 123.
- xi. A letter from the local county behavioral health department describing the support for the Project (capital, operating or service commitments, referrals, stakeholder collaboration, etc.). If the letter can't be secured, Applicant must describe efforts to obtain the letter.

Will the Applicant secure and provide the Department with letter from the local county behavioral health department describing the support for the Project (capital, operating or service commitments, referrals, stakeholder collaboration, etc.)?

Yes

File Name	12. Letter local county BHD	Provide the Department with letter from the local county behavioral health department describing the support for the Project (capital, operating or service commitments, referrals, stakeholder collaboration, etc.)	Uploaded to HCD?	Yes
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Is the Project a scattered site housing Project? **UMR §8303(b)** No

§304. Recording, Income and Underwriting Requirements

- i. Homekey+ may fund all units in a Project or a portion of the units. If seeking Homekey+ funding for a portion of the units in a Project, Applicants must identify committed sources for the non-Homekey+ units. The non-Homekey+ units are not required to serve the Homekey+ Target Population and may therefore be restricted at higher AMI levels, which may help promote Project feasibility.

Project Overview

V2 3/10/25

Will Homekey+ be funding **all units** in the proposed Project?
 At time of acquisition, are there tenants residing at the Project site?

Yes
No

iii. Applicant(s) acknowledges and understand that at year 15 from the recordation of the Affordability Covenant, in circumstances where the Grantee has not waived their right and Grantee has exhausted available operating funding and demonstrated to HCD that the Project is no longer feasible, HCD may approve an increase in income levels, to the minimum extent required for fiscal integrity, in five percent increments of Assisted Units up to 50 percent AMI. **AND**

Yes

HCD reserves the right to set restrictions on the unit mix, rent levels, and other factors deemed necessary. To the maximum extent possible, these changes shall minimize the impact on the lowest income Project residents and shall be phased in as gradually as possible. If, following any increase in rents and income limits, or

a. modification of Target Population occupancy requirements, new resources become available, or market demand changes, allowing reversion to the former income and rent limits or Target Population occupancy requirements, HCD may re-impose these income limits and rent limits or Target Population occupancy requirements, in whole or in part, subject to an analysis of Project

iv. In addition to §300 above, Applicants purchasing Affordability Covenants and restrictions will also be evaluated on the following requirements:
 Will the Applicants be purchasing Affordability Covenants and restrictions?

No

vi. As described in §101, the Project shall comply with the UMRs (Cal. Code Regs., tit. 25, § 8300 et seq.), to the extent those regulations are consistent with Homekey+ requirements, and shall meet the following Homekey+ underwriting requirements:

a. Applicants acknowledges and certifies to the following: In analyzing Project feasibility, Projects planning to use Tenant Based Vouchers (TBV) for rental income/subsidy sources shall limit projected TBV revenue sources to no more than 50% of the Project's assisted housing units in the application. Nothing in this NOFA shall be construed to conflict with or limit the operation of state law prohibiting discrimination against tenants based on source of income. Refer to §508 for non-discrimination policy requirements.

Yes

b. Applicants acknowledges that for Projects that do not have debt service, Project cashflow shall not exceed 12 percent of Operating Expenses in the first 15 years of operations.

Yes

§502. Gap Financing

Consistent with the Homekey principles of flexibility and innovation, HCD will accept gap financing applications from Projects which meet, or could meet, the population targeting requirements of Homekey+, but have not started construction. The intent is to move Projects forward that are otherwise "shovel ready" and thereby quickly increase the number of units available.

At the close of the application period, the applications will be prioritized as follows:

- i. Is your Project with an Existing HCD Award Commitment with a pending disencumbrance per HCD's disencumbrance policy within 6 months of the date of this NOFA.
- ii. Is your Project with an Existing HCD Award Commitment with at least one prior unsuccessful application for tax credit/bonds ranked by total HCD funds committed.

Yes
Yes

Enter the Tax Credit Application number CA-24-152

File Name	13. Unsuccessful tax credit-bonds	Provide evidence if your unsuccessful application for tax credit/bonds.	Uploaded to HCD?	Yes
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iv. All other Projects that are stalled due to an unsuccessful tax credit/bond application ranked by total amount of public resources committed (may include resources such as local or federal funding, donated land, etc.).

Is your proposed Project, "without an HCD award", stalled due to an unsuccessful tax credit/bond application?

No

All prior HCD award(s) must not have expired, or been terminated, disencumbered, or otherwise held to be void.

Gap financing application must include all Sponsors/Applicants in connection with Existing HCD Award Commitment(s). As with all other Homekey+ Projects, a Local Public Entity is required as a lead Applicant.

Applicants certifies to have included in this Application all Sponsors/Applicants in connection with Existing HCD Award Commitment(s)?

Yes

File Name	14. Existing HCD Award	Provide a copy of your existing HCD award letter - Upload as Capital EFCs	Uploaded to HCD?	Yes
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For the purposes of this gap financing Projects only, Homekey+ will award no more than \$450,000 per unit, inclusive of any Operating Award needed to buy down units originally contemplated as higher than 30% AMI. Any amount over \$450,000 per unit will be required to provide an Enforceable Funding Commitment at the time of application.

Total Homekey+ Units Maximum Capital Award Applicant meets the 450K per Unit?

TRUE

Applicants acknowledges that Homekey+ gap financing awards are **not** intended to supplant local public agency or Performing Debt funds. Accordingly, any local agency or other resources shown as committed in the applications for any Existing HCD Award Commitments must be included in the financing proposed in the Homekey+ gap financing application at the same or higher level of funding as previously identified.

Yes

Article V – Additional Program Requirements

Homekey+ Projects proposing to serve Veterans may also serve other qualifying members of the Target Population. The Veterans units will be funded from the Veterans allocation, and the remaining units will be funded from the other applicable allocation(s).

Per §500 Veterans Assisted Units, is this Application/Project proposing to serve Veteran Units?

Yes

Existing Doors versus proposed Units (include Manager's Units)							Total # Doors /Units	Total # Bedrooms	Total # Buildings	Total # Mgr. Units	Total # of Parking Spaces	
	Beds	0 Bdrm	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm	5 + Bdrm					
Existing								0	0			
Proposed		0	21	9	0	0	0	30	39	1	1	30

Building types	New Construction			Rehabilitation			Unit Size	Baths	Layout	Avg. Sq. Ft.	All Doors / Units
	Units	Stories	Bldgs.	Units	Stories	Bldgs.					
Townhouse/Row House							0 Bdrm.				0
One or Two Story Walk-Up							1 Bdrm.	21	Flat	570	21
Mid-Rise (3-5 stories)	30	3	1				2 Bdrm.	9	Flat	880	9
High-Rise (6+stories)							3 Bdrm.				0
Detached Single Family							4 Bdrm.				0
Duplex/4-Plex							5 Bdrm.				0
Total Doors / Units											30

Project Overview

V2 3/10/25

Non-Residential Bldg(s)					
Totals	30	1	0	0	0

Applicant Notes

N/A

Amenities

Unit Amenities/Features

Yes	Air Conditioning	Yes	Refrigerator	Yes	Range	No	Microwave	No	Disposal
No	Dishwasher	No	Walk-In Closet	No	Fenced Rear Yard	No	Ceiling Fans	Yes	Curtains/Blinds
No	Fireplace	No	Emergency Call	No	Free Cable TV	No	Storage Area	No	Lofts
No	Balcony	No	Patio	Yes	(washer/dryer)		(Other)		(Other)

Project Amenities

Elevator(s)	Yes	1	Laundry Rms.	No	0	Washers	No	0	Dryers	No	0
Yes	Community Room	Yes	Community Kitchen	No	Computer Room	No	High Speed Internet				
No	Fitness Room	No	Picnic/BBQ Area(s)	No	Tot Lot/Playground	No	Sports Court				
No	Tennis Court	No	Swimming Pool	No	Jacuzzi/Sauna	No	Bike Parking				
	(Other)		(Other)		(Other)		(Other)				

Security & Other

Yes	Gated Entry	No	Bldg. Card Key	No	Security Patrol	No	Security Cameras
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Describe any mandatory charges to tenants beyond allowable Rents.

N/A

List type of furnishings provided in each unit.

N/A

Miscellaneous Information

Residential Space

Residential Units	19,211	Common Areas	4,893	Community Room	487	Leasing Office	458	Additional Storage Space	0
Subtotal Residential SF	25,049								
Maintenance Shop	0	Childcare Center	0	Service Area	0	Service Office	0		
(Other)		(Other)		(Other)		(Other)			
Total Residential SF	25,049								

Residential Parking

Free Residential Parking Spaces

Uncovered Tenant Parking	30	Covered Tenant Parking	0	Enclosed Tenant Parking	0	Tenant Guest Spaces	0
Subtotal Parking Spaces	30						

Extra Spaces Tenants may Rent

Extra Parking Spaces Tenants may Rent	0	Total Handicap Parking Spaces	2
Grand Total Parking Spaces	30		

Commercial Space

Commercial Square Feet

Commercial Area	0	Offices	0	Childcare Center	0	Storage Space	0	(Other)	0
Total Commercial SF	0								

Parking Spaces for Commercial Tenants

Uncovered Parking	0	Covered Parking	0	Total Spaces	0
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Describe other available parking for commercial patrons

N/A

Income from sources other than residential Rents and subsidies

Laundry		Other Leased Spaces			
No. of Units Using Central Laundry	Weekly Assumed Income Per Unit	Residential	Lease Terms	Rent/Mo.	Annual Gross
0	\$0.00	Other income from late, pet, NSF fees	Other	\$725.00	\$8,700
Annual Total Laundry Income	\$0				\$0
Residential Parking					\$0
Tenant Rental Spaces	0				\$0

Project Overview

V2 3/10/25

Monthly Income Per Space	\$0
Annual Residential Parking Income	\$0
Commercial Parking	
Number of Rental Spaces	0
Monthly Income Per Space	\$0
Annual Commercial Parking Income	\$0

Commercial

				\$0
				\$0
				\$0
				\$0
Total Income from Other Leased Spaces				\$8,700

Monthly utility allowance

Utilities	Type of Utility (Select from dropdown)	Does the owner or tenant pay utilities?	Enter Allowances for Tenant or Homeownership Paid Utilities by Bdrm. Size						
			0 bdrm	1 bdrm	2 bdrms	3 bdrms	4 bdrms	≥5 bdrms	
Heating	Electric	Owner		\$28	\$30				
Cooking	Electric	Owner		\$10	\$15				
Other Electric	General Electricity	Owner		\$60	\$83				
Air Conditioning									
Water Heating	Electric	Owner		\$5	\$7				
Water									
Sewer									
Trash									
Other									
Total Tenant Utility Allowance			\$0	\$103	\$135	\$0	\$0	\$0	

Source for utility allowances

Local PHA?	Yes	Name:	Housing Authority of San Bernardino					Effective date:	11/1/2024
HUD?	N/A	Utility Company (Actual Survey)?	N/A	CUAC?	N/A	Other?	N/A		
Applicant Notes:									
N/A									
File Name	16. Utility allowance	Schedule of utility allowances.					Uploaded to HCD?	Yes	

§504 Housing First

The Eligible Applicant shall certify to employ the core components of Housing First, as set forth at Welfare and Institutions Code §8255, subdivision (b), in its property management and tenant selection practices. Projects shall accept tenants regardless of sobriety, participation in services or treatment, history of incarceration, credit history, or history of eviction in accordance with practices permitted pursuant to Housing First practices, including local Coordinated Entry System prioritization protocols, or other federal or state Project funding sources.

Yes

§505 Tenant Referrals

Referrals to Homekey+ Assisted Units shall be made through the local Coordinated Entry System (CES), or another comparable prioritization system based on greatest need for housing and services, to determine the most appropriate referral. Homekey+ units should be reserved for serving the Target Population where households are more appropriately served by PSH, including referrals from persons exiting encampments. Households with lower levels of need may be better served by other housing and less intense service interventions.

Applicants must demonstrate efforts to coordinate with their local county behavioral health department, to ensure the referral process to the Homekey+ units is aligned with the requirements of this NOFA.

If referrals will be made using a prioritization system other than CES, the Applicant must describe the plan for tenant referrals in detail, including which agency is responsible for managing the referral approach and what stakeholders are involved in the prioritization process. Awardees are encouraged to consider an alternative referral system consisting of referrals for persons exiting encampments, incarceration, or treatment facilities. Prioritization for Homekey+ units should be based on greatest need factors and assessments established by the local jurisdiction in collaboration with the Continuum of Care (CoC). CoC collaboration in Project and Supportive Services design is also strongly encouraged to help target and serve those with the greatest need.

Will referrals be made using a prioritization system other than CES?

No

§505 Participation in the Homeless Management Information System (HMIS)

If awarded Homekey+ funds, Applicants hereby certifies to comply with the following:

Yes

Pursuant to Assembly Bill 977 (Statutes of 2021-22), Grantees who have been awarded HCD funding under the Homekey+ program must enter Universal and Common Data Elements as defined by HUD, on the individuals and families served into the Homeless Management Information System (HMIS). For more information about this requirement visit [Homelessness Program Data Reporting | California Department of Housing and Community Development](#)

Any health information provided to, or maintained within, the statewide Homeless Management Information System shall not be subject to public inspection or disclosure under the California Public Records Act (Division 10 (commencing with §7920.000) of Title 1 of the Government Code). "Health information" means "protected health information" as defined in Part 160.103 of Title 45 of the Code of Federal Regulations, and "medical information," as defined in subdivision (j) of §56.05 of the Civil Code.

§507 Relocation

In addition to the Relocation Assistance Narrative required in §300 submitted at the time of application, before the Homekey+ Award will be disbursed, Grantee must submit either:

- a. A Department-approved relocation plan; or
- b. An HCD-issued Certification Regarding Non-Application of Relocation Benefits and Indemnification Agreement (certificate of no-relocation), which has been duly executed and approved by HCD.

Grantee must comply with all applicable federal, state, and local relocation law. Pursuant to relocation law, a Grantee must have a relocation plan prior to proceeding with any phase of a Project or other activity that will result in the displacement of persons, businesses, or farm operations. To ensure that displaced persons and entities do not suffer a disproportionate impact as a result of Projects which benefit the public, all notices to vacate and relocation services must be provided to them in accordance with applicable law.

HCD will identify its form, substance, and submittal requirements for these relocation documents in the Homekey+ application materials. Where the Grantee's activities will or may result in displacement, the Grantee's development budget shall include enough funds to pay all costs of relocation benefits and assistance. Any modifications to the foregoing process requirements must be approved in advance by HCD in writing.

Does the proposed Project trigger State Relocation Assistance Law?

No

§508 Non-Discrimination and Accessibility

Project Overview

Grantees shall adopt a written non-discrimination policy requiring that no person shall, on the grounds of race, color, religion, sex, gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, familial status, source of income, disability, age, medical condition, genetic information, citizenship, primary language, immigration status (except where explicitly prohibited by federal law), arbitrary characteristics, and all other classes of individuals protected from discrimination under federal or state fair housing laws, individuals perceived to be a member of any of the preceding classes, or any individual or person associated with any of the preceding classes be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity funded in whole or in part with program funds made available pursuant to this NOFA.

NOTE: A written non-discrimination policy is required at "Threshold Requirements" sheet.

Grantees certifies to comply with the requirements of the **Americans with Disabilities Act of 1990 (U.S.C § 12101 et seq.)**. All developments shall adhere to the accessibility requirements set forth in **California Building Code Chapter 11A and 11B** and the **Americans with Disabilities Act, Title II and Title III**. In addition, developments shall adhere to either the **Uniform Federal Accessibility Standards (UFAS), 24 C.F.R. Part 8**, or HUD's modified version of the **2010 ADA Standards for Accessible Design (Alternative 2010 ADAS), HUD-2014-0042-0001, 79 F.R. 29671 (5/23/14)** (commonly referred to as "the Alternative Standards" or "HUD Deeming Notice"). Accessible units shall, to the maximum extent feasible and subject to reasonable health and safety requirements, be distributed throughout the Project and be available in a sufficient range of sizes and amenities consistent with **24 CFR part 8.26**.

Yes

Applicants are further advised that while Homekey+ incorporates the MHP guidelines, as explained in §101, as a courtesy and point of emphasis, HCD directs prospective Applicants to §7314 (a) and (b) of the MHP guidelines, which further articulates Fair Housing, Nondiscrimination, and Accessibility requirements. HCD also suggests Applicants review its April 2021 Affirmatively Furthering Fair Housing document at the following link.

[Fair Housing](#)

§509 Prevailing Wages

Applicant certifies that the Project will comply with **California's prevailing wage law (Lab. Code, §1720 et seq.)**?

Yes

Applicant's contemplated use of Homekey+ funds is subject to **California's prevailing wage law (Lab. Code, § 1720 et seq.)**. Applicant is urged to seek professional legal advice about the law's requirements. Prior to disbursing the Homekey+ funds, HCD will require a certification of compliance with California's prevailing wage law, as well as all applicable federal prevailing wage law, or a certification that the development is exempt from prevailing wage as defined in **Government Code 65913.4(a)(9)**. The certification must verify that prevailing wages have been or will be paid, and that labor records will be maintained and made available to any enforcement agency upon request. The certification must be signed by the general contractor(s) and the Grantee. The Department will not disburse funds for Rehabilitation or construction until the certification is signed by the general contractor.

§510 Environmental Clearances

Projects, including phased Projects, that satisfy the requirements **HSC 50675.1.5**, shall be exempt from the **California Environmental Quality Act (CEQA)** Projects under this section are considered a "use by right", which are specifically exempt from **CEQA (CA Public Resources Code §21000 et seq.)**. (**HSC 50675.1.5(e)(2)(A)**). Moreover, **HSC 50675.1.5(c)** specifically exempts HCD actions taken to "provide financial assistance or insurance for the development and construction of Projects" from CEQA review. HCD encourages Eligible Applicants to fully engage with HCD's technical assistance and to review the **CEQA** exemption set forth at **HSC §50675.1.5** and the provision for land use consistency and conformity set forth at **HSC §50675.1.3, subdivision (i)**.

Applicants should consult with their counsel for legal advice in construing application of the foregoing exemptions to their Project. It is entirely within an Applicant's discretion to determine whether to use the statutory **CEQA** exemption, whether the exemption applies to the Applicant's proposed activity, or whether some other mechanism applies and could be used to satisfy obligations under **CEQA**.

Applicants must provide **National Environmental Act (NEPA)** clearance, as applicable. According to the **National Environmental Policy Act (NEPA)**, Grantees must consider environmental impacts early in the planning process before decisions are made, and actions are taken. The Project must assess environmental impacts if a Project has applied for **HUD** assistance (HOME, CDBG, PBVs, Choice Neighborhoods Grant, ShelterCare Plus, etc.). HUD's regulations prohibit grant recipients and their partners/contractors from committing or spending HUD or non-HUD funds on an activity that could limit the choice of reasonable alternatives before completing the environmental review process. The prohibition of choice-limiting actions does not apply to commitments of non-federal funds before the Project has applied for HUD funding. When an application is submitted for a federal grant/loan, all activity must stop until the environmental review process is complete.

There is no flexibility or waiver of NEPA environmental review requirements. The Project must receive an Authority to Use Grant Funds (AUGF) before the Project proceeds with the acquisition or physical activities, including non-HUD-funded activities. A choice-limiting action can result in a violation that jeopardizes HUD funding for the Project.

The prohibition on choice-limiting actions prohibits physical activity, including acquisition, Rehabilitation, and construction, as well as contracting for or committing to any of these actions before completion of the environmental review. Some examples of choice-limiting actions are: see **§510**

HCD does not determine which Projects will require NEPA clearance. Applicants shall provide HCD a status of any required NEPA review at the time of application. For more information, visit the HUD Exchange, review HCD's Environmental Review Guidance by clicking, or contact HCD's Environmental Services Team at NEPA@hcd.ca.gov.

[HUD Exchange](#) [HCD's Environmental Review Guidance](#)

File Name	19. CEQA	Copy of CEQA Determination Documents (if applicable).	Uploaded to HCD?	Yes
File Name	20. NEPA	NEPA Authority to Use Grant Funds issued by the Responsible Entity if the project is proposing use of federal funds. Note: Not required at time of application, but required prior to disbursements.	Uploaded to HCD?	N/A

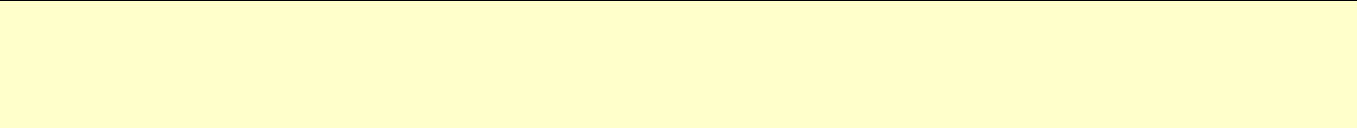
Project milestones

Please provide the actual or anticipated completion date for the following performance milestones for each applicable Capital Project. If a milestone is not applicable to a Capital Project, please enter "N/A"

Note: It is acknowledged that some of the following milestones may have already been achieved. For those milestones which have previously been met, please enter the month and year completed. For those milestones not yet completed, please provide a projected completion date (MM/DD/YY) for each of the applicable items below. If not applicable to the specific Capital Project, please indicate "NA" below.

Homekey+ milestones	Homekey+ Date
Completion of all necessary environmental clearances, including those required under CEQA and NEPA.	5/1/25
Obtaining all necessary and discretionary public land use approvals.	3/4/25
Submission of Final Construction Drawings and Specifications to the appropriate local building department or permitting authority.	5/24/23
Commencement of construction.	12/1/25
Construction completion.	8/1/27
Start lease up	9/1/27
Complete Occupancy	12/1/27
Complete capital expenses	NA
Program funds fully disbursed.	4/1/28
<i>Have all milestone dates been entered above?</i>	Yes

Applicant comments:



Development Team Contacts and Legislative Information

Contact Type	Entity Legal Name	Eligible Applicant Type	Organization Type	Address	City	State	Zip Code	Auth Rep Name	Title	Email	Phone #	Contact Name	Title	Email	Phone #	Contact Address	City	State	Zip Code
Eligible Applicant	San Bernardino County Community Development & Housing Department	County	Public Agency	560 E Hospitality Ln.	San Bernardino	CA	92408	Carrie Harmon	Director, Community Development and	Carrie.Harmon@cdh.sbcounty.gov	(909) 382-3983	John Kim	Consultant, Community Development and	john.kim@cdh.sbcounty.gov	(949) 874-4878	560 E. Hospitality Ln., Ste. 200	San Bernardino	CA	92415
Co-Applicant #1	U.S.VETS Housing Corporation	Corporation	Non-profit Corporation	800 W 6th St., Ste 1505	Los Angeles	CA	90017	Lori Allgood	Chief Operating Officer	lallgood@usvets.org	(213) 610-7649	Lori Allgood	Chief Operating Officer	lallgood@usvets.org	(213) 610-7649	800 W 6th St., Ste 1505	Los Angeles	CA	90017
Co-Applicant #2	Kingdom Development, Inc.	Corporation	Non-profit Corporation	6451 Box Springs Blvd.	Riverside	CA	92507	William Leach	President	william@kingdomdevelopment.net	(951) 538-6244	William Leach	President	william@kingdomdevelopment.net	(951) 538-6244	6451 Box Springs Blvd.	Riverside	CA	92507
Co-Applicant #3	United States Veterans Initiative	Corporation	Non-profit Corporation	800 W 6th St., Ste 1505	Los Angeles	CA	90017	Lori Allgood	Vice President	lallgood@usvets.org	(213) 610-7649	Lori Allgood	Vice President	lallgood@usvets.org	(213) 610-7649	800 W 6th St., Ste 1505	Los Angeles	CA	90017
Co-Applicant #4	E Street Veterans Apartments, LP	Limited Partnership	Non-profit Corporation	800 W 6th St., Ste 1505	Los Angeles	CA	90017	William Leach	President of the Sole Member of the MGP	william@kingdomdevelopment.net	(951) 538-6244	William Leach	President of the Sole Member of the MGP	william@kingdomdevelopment.net	(951) 538-6244	800 W 6th St., Ste 1505	Los Angeles	CA	90017
Managing General Partner	Kingdom AO, LLC	Limited Liability Corporation	Non-profit Corporation	6451 Box Springs Blvd.	Riverside	CA	92507	William Leach	Vice President, Director of Housing	william@kingdomdevelopment.net	(951) 538-6244	William Leach	President	william@kingdomdevelopment.net	(951) 538-6244	6451 Box Springs Blvd.	Riverside	CA	92507
Administrative General Partner #1	U.S.VETS - E Street LLC	Limited Liability Corporation	Non-profit Corporation	800 W 6th St., Ste 1505	Los Angeles	CA	90017	Lori Allgood	President	lallgood@usvets.org	(213) 610-7649	Lori Allgood	Vice President	lallgood@usvets.org	(213) 610-7649	800 W 6th St., Ste 1505	Los Angeles	CA	90017
Property Management Agent	Hyder Property Management Professionals			1649 Capalina Rd., Ste 500	San Marcos	CA	92069					Kyle Beach	Vice President of Administration	kbeach@hyderco.com	(760) 591-9737 ext. 43				
Financial Consultant	Kingdom Development, Inc.			6451 Box Springs Blvd.	Riverside	CA	92507					William Leach	President	william@kingdomdevelopment.net	(951) 538-6244				
Lead (primary) Service Provider	U.S.Vets-Inland Empire			15305 6th Street	March ARB	CA	92518					Nicole Murray	Executive Director	nmurray@usvets.org	(951) 212-0277				
Legal Counsel	Bergman and Allderice			1200 Wilshire Blvd, Ste. 610	Los Angeles	CA	90017					Beth Bergman	Partner	bbergman@b-alaw.com	(213) 736-5101 ext. 101				
General Contractor	Wm. C. Buster, Inc.			1399 W Colton Ave., Ste 5	Redlands	CA	92374					Jack Buster	Chief Operating Officer		(909) 793-3806				
Architect	Delawie			1515 Morena Blvd.	San Diego	CA	92110					Mike L. Asaro	Architect, LEED AP	masaro@a-dwr.com	(619) 299-6690				
Other (CPA)	Novogradac & Company			211 E Ocean Blvd, 6th floor	Long Beach	CA	90802					Dat Ksor	Principal	dat_ksor@novoco.com	(425) 519-1203				
Other (Market Analyst)	Novogradac & Company			211 E Ocean Blvd, 6th floor	Long Beach	CA	90802					David Adamescu	Manager	david_adamescu@novoco.com	(740) 618-6302				
Other (Appraiser)	Novogradac Consulting			6700 Antioch Rd., Ste 450	Merriam	KS	66204					Rebecca Arthur	Partner	rebecca.arthur@novoco.com	(913) 312-4615				
Other (Specify)																			

Annual Income and Expenses

Employee Information

Comments

No.	FTE	Employee Job Title	Salary/Wages	Value of Free Rent	
1	0.50	On-Site Manager(s)	\$38,928		
		On-Site Assistant Manager(s)			
		Supportive Services Staff Supervisor(s)			
1	0.50	Supportive Services Coordinator, On-Site	\$19,636		Veteran Assistant/Support Specialist
1	1.50	Other Supportive Services Staff (inc. Case Manager)	\$49,818		Case Manager
1	0.50	On-Site Maintenance Employee(s)	\$32,143		
		On-Site Leasing Agent/Administrative Employee(s)			
		On-Site Security Employee(s)			
		Other (specify)			
		Other (specify)			
		Other (specify)			
		Other (specify)			
Total Salaries and Value of Free Rent Units			\$140,525	\$0	
6711		Payroll Taxes	\$10,000	Show free rent as an expense?	
6722		Workers Compensation	\$5,000		
6723		Employee Benefits	\$10,000		
		Employee(s) Payroll Taxes, Workers Comp. & Benefits	\$25,000		
Total Employee(s) Expenses			\$165,525		

Employee Units

Income Limit	Job Title(s) of Employee(s) Living On-Site	Unit Type (No. of bdrms.)	Square Footage	
None	On-Site Manager(s)	2	880	
Total Square Footage			880	

Annual Operating Budget

Acct. No.	Revenue - Income	Residential	Commercial	Comments
5120/5140	Rent Revenue - Gross Potential		\$0	
	Restricted Unit Rents	\$172,572		
	Unrestricted Unit Rents	\$0		
5121	Tenant Assistance Payments			
	Rental Subsidy Program Name (Specify)	\$0		
	Rental Subsidy Program Name (Specify)	\$0		
	Rental Subsidy Program Name (Specify)	\$0		
	Rental Subsidy Program Name (Specify)	\$0		
	Operating Subsidies (Specify)			
	Operating Subsidies (Specify)			
	Operating Subsidies (Specify)			
	ating Subsidies (Capitalized Operating Subsidy Reserve)	\$222,557		
	Operating Subsidies (Specify)			
	Operating Subsidies (Specify)			
	Operating Subsidies (Specify)			
5910	Laundry and Vending Revenue	\$0		
5170	Parking Spaces	\$0	\$0	
5990	Miscellaneous/Other Rent Revenue	\$8,700	\$0	
	Gross Potential Income (GPI)	\$403,829	\$0	
	Vacancy Rate: Restricted Units	5.0%		
	Vacancy Rate: Unrestricted Units	5.0%		
	Vacancy Rate: Tenant Assistance Payments	5.0%		
	Vacancy Rate: Other (Specify)	5.0%		
	Vacancy Rate: Laundry & Vending & Other Income	5.0%		
	Vacancy Rate: Commercial Income		50.0%	
5220/5240	Vacancy Loss(es)	\$9,064	\$0	

Annual Income and Expenses

	Effective Gross Income (EGI)	\$394,765	\$0	
Acct. No.	Expenses	Residential	Commercial	Comments
Administrative Expenses: 6200/6300				
6203	Conventions and Meetings			
6210	Advertising and Marketing	\$2,553		
6250	Other Renting Expenses			
6310	Office/Administrative Salaries -- from above	\$0		
6311	Office Expenses	\$14,072		Office supplies, postage, software, equipment
6312	Office or Model Apartment Rent			
6320	Management Fee	\$21,600		
6330	Site/Resident Manager(s) Salaries -- from above	\$38,928		
6331	Administrative Free Rent Unit -- from above	\$0		
6340	Legal Expense -- Project	\$7,996		
6350	Audit Expense	\$2,100		
6351	BookKeeping Fees/Accounting Services	\$2,207		
6390	Miscellaneous Administrative Expenses			
6263T	Total Administrative Expenses	\$89,456	\$0	
Acct. No.	Expenses	Residential	Commercial	Comments
Utilities Expenses: 6400				
6450	Electricity	\$17,798		
6451	Water	\$19,408		
6452	Gas	\$9,994		
6453	Sewer			
	Other Utilities (specify)			
6400T	Total Utilities Expenses	\$47,200	\$0	
Operating and Maintenance Expenses: 6500				
6510	Payroll -- from above	\$32,143		
6515	Supplies	\$2,600		
6520	Contracts	\$17,077		Repairs, grounds, and extermination
6521	Operating & Maintenance Free Rent Unit -- from above	\$0		
6525	Garbage and Trash Removal	\$5,000		
6530	Security Contract			
6531	Security Free Rent Unit -- from above	\$0		
6546	Heating/Cooling Repairs and Maintenance			
6548	Snow Removal			
6570	Vehicle & Maintenance Equipment Operation/Reports			
6590	Miscellaneous Operating and Maintenance Expenses	\$10,000		Elevators
6500T	TOTAL Operating & Maintenance Expenses	\$66,820	\$0	
Taxes and Insurance: 6700				
6710	Real Estate Taxes	\$4,500		
6711	Payroll Taxes (Project's Share) -- from above	\$10,000		
6720	Property and Liability Insurance (Hazard)	\$16,224		
6729	Other Insurance (e.g. Earthquake)	\$8,000		
6721	Fidelity Bond Insurance	\$5,000		
6722	Worker's Compensation -- from above	\$5,000		
6723	Health Insurance/Other Employee Benefits--from above	\$10,000		
6790	Miscellaneous Taxes, Licenses, Permits & Insurance			
6700T	Total Taxes and Insurance	\$58,724	\$0	
Supportive Services Costs: 6900				
6990	Staff Supervisor(s) Salaries - from above	\$0		
6990	Services Coordinator Salaries, On-Site - from above	\$19,636		
6990	Other Supportive Services Staff Salaries - from above	\$49,818		
6990	Supportive Services Admin Overhead			
6990	Tenant Transportation (per SSP)	\$2,079		
6990	Staff training (per SSP)	\$1,155		
6990	Equipment			
6990	Supplies	\$1,386		
6990	Travel	\$1,386		
6990	Office Rent/Occupancy Costs (don't include rent/leasing costs for SH units)			
6990	Training			

Annual Income and Expenses

6990	Other Supportive Services Costs (Insurance)	\$4,647		
6990	Other Supportive Services Costs (Benefits/Telecomm.)	\$16,241		telecommunications and fringe benefits
6900T	Total Supportive Services Costs	\$96,348	\$0	
	Total Operating Expenses	\$358,548	\$0	Comments
Funded Reserves: 7200		Residential	Commercial	
7210	Required Replacement Reserve Deposits	\$15,000		
7220	Other Reserves (specify)			
7230	Other Reserves (specify)			
7240	Other Reserves (specify)			
	Total Reserves	\$15,000	\$0	
	Ground Lease	Residential	Commercial	
	Ground Lease			
	Total Ground Lease	\$0	\$0	
	Net Operating Income	\$21,217	\$0	
Financial Expenses: 6800				Comments
6820	1st Mortgage Debt Service			
6830	2nd Mortgage Debt Service			
6840	3rd Mortgage Debt Service			
6890	Other HCD .42% (VHHP)	\$18,591		
6890	Other HCD .42% (Specify)			
6890	Bond Issuer Fee			
6890	Miscellaneous Financial Expenses (specify)			
6890	Miscellaneous Financial Expenses (specify)			
6890	Miscellaneous Financial Expenses (specify)			
6890	Miscellaneous Financial Expenses (specify)			
6800T	Total Financial Expenses	\$18,591	\$0	
	Cash Flow	\$2,627	\$0	
7190	Asset Management/Similar Fees	\$20,000		

Total Operating Expenses Per Unit	Per Year	Per Month	
Without any Adjustments	\$11,952	\$996	
With the Value of Rent-Free Units Included	\$11,952	\$996	
Without RE Taxes, Social Services Coordinator or Social Services/Social Programs and With the Value of Rent Fee Units Included	\$8,590	\$716	

Development Budget

per MHP 7305(b)(2)

DEVELOPMENT COST	Total Project Costs	Residential Costs	Commercial Costs	70% PVC for New Construction	30% PVC for Acquisition	Comments and explanation of basis changes
LAND COST/ACQUISITION						
Land Cost or Value	\$860,000	\$860,000				
Demolition	\$0					
Legal	\$0					
Land Lease Rent Prepayment	\$0					
Total Land Cost or Value	\$860,000	\$860,000	\$0			
Existing Improvements Cost or Value	\$0					
Off-Site Improvements	\$298,515	\$298,515				
Total Acquisition Cost	\$298,515	\$298,515	\$0		\$0	
Total Land Cost / Acquisition Cost	\$1,158,515	\$1,158,515	\$0			
Predevelopment Interest/Holding Cost	\$0					
Assumed, Accrued Interest on Existing Debt (Rehab/Acq)	\$0					
Excess Purchase Price Over Appraisal	\$0					
REHABILITATION						
Site Work	\$0					
Structures	\$0					
General Requirements	\$0					
Contractor Overhead	\$0					
Contractor Profit	\$0					
Prevailing Wages	\$0					
General Liability Insurance	\$0					
Urban Greening	\$0					
Other Rehabilitation (Specify)	\$0					
Other Rehabilitation (Specify)	\$0					
Other Rehabilitation (Specify)	\$0					
Total Rehabilitation Costs	\$0	\$0	\$0	\$0	\$0	
NEW CONSTRUCTION						
Site Work	\$2,229,390	\$2,229,390				
Structures	\$7,483,362	\$7,483,362				
General Requirements	\$830,182	\$830,182				
Contractor Overhead	\$521,580	\$521,580				
Contractor Profit	\$347,720	\$347,720				
Prevailing Wages	\$2,170,917	\$2,170,917				
General Liability Insurance	\$416,450	\$416,450				
Urban Greening	\$0					
Other New Construction (Construction Manager)	\$150,000	\$150,000				
Other New Construction (Project Administration)	\$35,000	\$35,000				
Other New Construction (Specify)	\$0					
Other New Construction (Specify)	\$0					
Other New Construction (Specify)	\$0					
Other New Construction (Specify)	\$0					
Other New Construction (Specify)	\$0					
Total New Construction Costs	\$14,184,601	\$14,184,601	\$0	\$0	\$0	
ARCHITECTURAL FEES						
Design	\$483,200	\$483,200				
Supervision	\$200,926	\$200,926				
Total Architectural Costs	\$684,126	\$684,126	\$0	\$0	\$0	
Total Survey & Engineering	\$203,100	\$203,100				
CONSTRUCTION INTEREST & FEES						
Construction Loan Interest	\$1,277,004	\$1,277,004				
Origination Fee	\$267,741	\$267,741				
Credit Enhancement/Application Fee	\$0					
Bond Premium	\$138,817	\$138,817				
Cost of Issuance	\$0					
Title & Recording	\$50,000	\$50,000				
Taxes	\$0					
Insurance	\$0					
Employment Reporting	\$0					
Other Construction Int. & Fees (Dixieline Fund Control)	\$13,525	\$13,525				
Other Construction Int. & Fees (Specify)	\$0					
Total Construction Interest & Fees	\$1,747,087	\$1,747,087	\$0	\$0	\$0	
PERMANENT FINANCING						
Loan Origination Fee	\$0					
Credit Enhancement/Application Fee	\$0					
Title & Recording	\$10,000	\$10,000				
Taxes	\$0					
Insurance	\$0					

Development Budget

per MHP 7305(b)(2)

DEVELOPMENT COST	Total Project Costs	Residential Costs	Commercial Costs	70% PVC for New Construction	30% PVC for Acquisition	Comments and explanation of basis changes
Other Perm. Financing Costs (Specify)	\$0					
Other Perm. Financing Costs (Specify)	\$0					
Total Permanent Financing Costs	\$10,000	\$10,000	\$0			
Subtotals Forward	\$17,987,429	\$17,987,429	\$0	\$0	\$0	
LEGAL FEES						
Legal Paid by Applicant	\$150,000	\$150,000				
Other Attorney Costs (Specify)	\$0					
Other Attorney Costs (Specify)	\$0					
Other Attorney Costs (Specify)	\$0					
Total Attorney Costs	\$150,000	\$150,000	\$0	\$0	\$0	
RESERVES						
Operating Reserve	\$112,971	\$112,971				
Replacement Reserve	\$5,000	\$5,000				
Transition Reserve Pool Fee	\$0	\$0				
Rent Reserve	\$0					
Other Reserve Costs (COSR)	\$5,000,000	\$5,000,000				Capitalized Operating Subsidy Reserve
Other Reserve Costs (Additional Operating Reserve)	\$12,742	\$12,742				Investor required additional operating reserve amount
Other Reserve Costs (Specify)	\$0					
Total Reserve Costs	\$5,130,713	\$5,130,713	\$0			
CONTINGENCY COSTS						
Construction Hard Cost Contingency	\$701,024	\$701,024				
Soft Cost Contingency	\$300,000	\$300,000				
Total Contingency Costs	\$1,001,024	\$1,001,024	\$0	\$0	\$0	
OTHER PROJECT COSTS						
TCAC App/Allocation/Monitoring Fees	\$0					
Environmental Audit	\$8,555	\$8,555				
Local Development Impact Fees	\$84,434	\$84,434				
Permit Processing Fees	\$313,658	\$313,658				
Capital Fees	\$0					
Marketing	\$75,000	\$75,000				
Furnishings	\$75,000	\$75,000				
Market Study	\$11,900	\$11,900				
Accounting/Reimbursable	\$55,000	\$55,000				
Appraisal Costs	\$7,500	\$7,500				
Broadband Readiness	\$0					
Other Costs (Advisory Fees)	\$610,000	\$610,000				
Other Costs (PW Monitoring Fees)	\$35,000	\$35,000				
Other Costs (Real Estate Taxes)	\$25,000	\$25,000				
Other Costs (Specify)	\$0					
Other Costs (Specify)	\$0					
Total Other Costs	\$1,301,047	\$1,301,047	\$0	\$0	\$0	
SUBTOTAL PROJECT COST	\$25,570,213	\$25,570,213	\$0	\$0	\$0	
DEVELOPER COSTS						
Developer Overhead/Profit	\$780,000	\$780,000				
Consultant/Processing Agent	\$0					
Project Administration	\$0					
Broker Fees Paid to a Related Party	\$0					
Construction Oversight by Developer	\$0					
Other Developer Costs (Specify)	\$0					
Total Developer Costs	\$780,000	\$780,000	\$0	\$0	\$0	
TOTAL PROJECT COST	\$26,350,213	\$26,350,213	\$0	\$0	\$0	
			Eligible Basis:	\$0	\$0	
			Total Eligible Basis:	\$0	\$0	

Scroll to the Right for more data input (sources) ----->

Residential Sources and Uses Budget

USES OF FUNDS	Total Cost from Dev Budget	Homekey+ Grant	Housing Development Fund	Donated land	HCD-VHHP	The Home Depot Foundation	City of San Bernardino							Deferred Developer Fees	Developer Fee Contribution	GP Equity	Gross Tax Credit Equity	Total Residential Sources	Residential Costs	Commercial Costs	Commercial Sources		Residential Cost Difference Dev Budget vs. Sources
																			Total	Total			
																			Total	Total			
LAND COST/ACQUISITION																							
Land Cost or Value	\$860,000	\$0		\$860,000														\$860,000	\$860,000	\$0		\$0	
Demolition	\$0	\$0																\$0	\$0	\$0		\$0	
Legal	\$0	\$0																\$0	\$0	\$0		\$0	
Land Lease Rent Prepayment	\$0	\$0																\$0	\$0	\$0		\$0	
Total Land Cost or Value	\$860,000	\$0	\$0	\$860,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$860,000	\$860,000	\$0	\$0	\$0	
Existing Improvements Cost or Value	\$0	\$0																\$0	\$0	\$0		\$0	
Off-Site Improvements	\$298,515	\$298,515																\$298,515	\$298,515	\$0		\$0	
Total Acquisition Cost	\$298,515	\$298,515	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$298,515	\$298,515	\$0	\$0	\$0	
Total Land Cost / Acquisition Cost	\$1,158,515	\$298,515	\$0	\$860,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,158,515	\$1,158,515	\$0	\$0	\$0	
Predevelopment Interest/Holding Cost	\$0	\$0																\$0	\$0	\$0		\$0	
Assumed, Accrued Interest on Existing Debt (Rehab/Acq)	\$0	\$0																\$0	\$0	\$0		\$0	
Excess Purchase Price Over Appraisal	\$0																	\$0	\$0	\$0		\$0	

REHABILITATION

Site Work	\$0																	\$0	\$0	\$0		\$0
Structures	\$0																	\$0	\$0	\$0		\$0
General Requirements	\$0																	\$0	\$0	\$0		\$0
Contractor Overhead	\$0																	\$0	\$0	\$0		\$0
Contractor Profit	\$0																	\$0	\$0	\$0		\$0
Prevailing Wages	\$0																	\$0	\$0	\$0		\$0
General Liability Insurance	\$0																	\$0	\$0	\$0		\$0
Urban Greening	\$0																	\$0	\$0	\$0		\$0
Other Rehabilitation (Specify)	\$0																	\$0	\$0	\$0		\$0
Other Rehabilitation (Specify)	\$0																	\$0	\$0	\$0		\$0
Other Rehabilitation (Specify)	\$0																	\$0	\$0	\$0		\$0
Total Rehabilitation Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Relocation Expenses	\$0																	\$0	\$0	\$0		\$0

NEW CONSTRUCTION

Site Work	\$2,229,390	\$2,229,390																\$2,229,390	\$2,229,390	\$0		\$0
Structures	\$7,483,362	\$1,773,149			\$3,710,213		\$2,000,000											\$7,483,362	\$7,483,362	\$0		\$0
General Requirements	\$830,182	\$830,182																\$830,182	\$830,182	\$0		\$0
Contractor Overhead	\$521,580	\$521,580																\$521,580	\$521,580	\$0		\$0
Contractor Profit	\$347,720	\$0				\$347,720												\$347,720	\$347,720	\$0		\$0
Prevailing Wages	\$2,170,917	\$2,170,917																\$2,170,917	\$2,170,917	\$0		\$0
General Liability Insurance	\$416,450	\$416,450																\$416,450	\$416,450	\$0		\$0
Urban Greening	\$0	\$0																\$0	\$0	\$0		\$0
Other New Construction (Construction Manager)	\$150,000	\$150,000																\$150,000	\$150,000	\$0		\$0
Other New Construction (Project Administration)	\$35,000	\$35,000																\$35,000	\$35,000	\$0		\$0
Other New Construction (Specify)	\$0	\$0																\$0	\$0	\$0		\$0
Other New Construction (Specify)	\$0	\$0																\$0	\$0	\$0		\$0
Other New Construction (Specify)	\$0	\$0																\$0	\$0	\$0		\$0
Other New Construction (Specify)	\$0	\$0																\$0	\$0	\$0		\$0
Total New Construction Costs	\$14,184,601	\$8,126,668	\$0	\$0	\$3,710,213	\$347,720	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,184,601	\$14,184,601	\$0	\$0	\$0

ARCHITECTURAL FEES

Design	\$483,200	\$330,920				\$152,280												\$483,200	\$483,200	\$0		\$0
Supervision	\$200,926	\$200,926																\$200,926	\$200,926	\$0		\$0
Total Architectural Costs	\$684,126	\$531,846	\$0	\$0	\$0	\$152,280	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$684,126	\$684,126	\$0	\$0	\$0
Total Survey & Engineering	\$203,100	\$203,100																\$203,100	\$203,100	\$0		\$0

CONSTRUCTION INTEREST & FEES

Construction Loan Interest	\$1,277,004	\$1,277,004																\$1,277,004	\$1,277,004	\$0		\$0
Origination Fee	\$267,741	\$267,741																\$267,741	\$267,741	\$0		\$0
Credit Enhancement/Application Fee	\$0	\$0																\$0	\$0	\$0		\$0
Bond Premium	\$138,817	\$138,817																\$138,817	\$138,817	\$0		\$0

Cost of Issuance	\$0	\$0																\$0	\$0	\$0	\$0
Title & Recording	\$50,000	\$50,000																\$50,000	\$50,000	\$0	\$0
Taxes	\$0	\$0																\$0	\$0	\$0	\$0
Insurance	\$0	\$0																\$0	\$0	\$0	\$0
Employment Reporting	\$0	\$0																\$0	\$0	\$0	\$0
Other Construction Int. & Fees (Dixie Fire Fund Control)	\$13,525	\$13,525																\$13,525	\$13,525	\$0	\$0
Other Construction Int. & Fees (Specify)	\$0	\$0																\$0	\$0	\$0	\$0
Total Construction Interest & Fees	\$1,747,087	\$1,747,087	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,747,087	\$1,747,087	\$0	\$0

PERMANENT FINANCING

Loan Origination Fee	\$0	\$0																\$0	\$0	\$0	\$0
Credit Enhancement/Application Fee	\$0	\$0																\$0	\$0	\$0	\$0
Title & Recording	\$10,000	\$10,000																\$10,000	\$10,000	\$0	\$0
Taxes	\$0	\$0																\$0	\$0	\$0	\$0
Insurance	\$0	\$0																\$0	\$0	\$0	\$0
Other Perm. Financing Costs (Specify)	\$0	\$0																\$0	\$0	\$0	\$0
Other Perm. Financing Costs (Specify)	\$0	\$0																\$0	\$0	\$0	\$0
Total Permanent Financing Costs	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	\$10,000	\$0	\$0
Subtotals Forward	\$17,987,429	\$10,917,216	\$0	\$860,000	\$3,710,213	\$500,000	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$17,987,429	\$17,987,429	\$0	\$0

LEGAL FEES

Legal Paid by Applicant	\$150,000	\$150,000																\$150,000	\$150,000	\$0	\$0
Other Attorney Costs (Specify)	\$0	\$0																\$0	\$0	\$0	\$0
Other Attorney Costs (Specify)	\$0	\$0																\$0	\$0	\$0	\$0
Other Attorney Costs (Specify)	\$0	\$0																\$0	\$0	\$0	\$0
Total Attorney Costs	\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000	\$150,000	\$0	\$0

RESERVES

Operating Reserve	\$112,971	\$112,971																\$112,971	\$112,971	\$0	\$0
Replacement Reserve	\$5,000	\$5,000																\$5,000	\$5,000	\$0	\$0
Transition Reserve Pool Fee	\$0	\$0																\$0	\$0	\$0	\$0
Rent Reserve	\$0	\$0																\$0	\$0	\$0	\$0
Other Reserve Costs (COSR)	\$5,000,000	\$0	\$5,000,000															\$5,000,000	\$5,000,000	\$0	\$0
Other Reserve Costs (Additional Operating Reserve)	\$12,742	\$12,742																\$12,742	\$12,742	\$0	\$0
Other Reserve Costs (Specify)	\$0	\$0																\$0	\$0	\$0	\$0
Total Reserve Costs	\$5,130,713	\$130,713	\$5,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,130,713	\$5,130,713	\$0	\$0

CONTINGENCY COSTS

Construction Hard Cost Contingency	\$701,024	\$701,024																\$701,024	\$701,024	\$0	\$0
Soft Cost Contingency	\$300,000	\$300,000																\$300,000	\$300,000	\$0	\$0
Total Contingency Costs	\$1,001,024	\$1,001,024	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,001,024	\$1,001,024	\$0	\$0

OTHER PROJECT COSTS

TCAC App/Allocation/Monitoring Fees	\$0	\$0																\$0	\$0	\$0	\$0
Environmental Audit	\$8,555	\$8,555																\$8,555	\$8,555	\$0	\$0
Local Development Impact Fees	\$84,434	\$84,434																\$84,434	\$84,434	\$0	\$0
Permit Processing Fees	\$313,658	\$313,658																\$313,658	\$313,658	\$0	\$0
Capital Fees	\$0	\$0																\$0	\$0	\$0	\$0
Marketing	\$75,000	\$75,000																\$75,000	\$75,000	\$0	\$0
Furnishings	\$75,000	\$75,000																\$75,000	\$75,000	\$0	\$0
Market Study	\$11,900	\$11,900																\$11,900	\$11,900	\$0	\$0
Accounting/Reimbursable	\$55,000	\$55,000																\$55,000	\$55,000	\$0	\$0
Appraisal Costs	\$7,500	\$7,500																\$7,500	\$7,500	\$0	\$0
Broadband Readiness	\$0	\$0																\$0	\$0	\$0	\$0
Other Costs (Advisory Fees)	\$610,000	\$610,000																\$610,000	\$610,000	\$0	\$0
Other Costs (PW Monitoring Fees)	\$35,000	\$35,000																\$35,000	\$35,000	\$0	\$0
Other Costs (Real Estate Taxes)	\$25,000	\$25,000																\$25,000	\$25,000	\$0	\$0
Other Costs (Specify)	\$0	\$0																\$0	\$0	\$0	\$0
Other Costs (Specify)	\$0	\$0																\$0	\$0	\$0	\$0
Total Other Costs	\$1,301,047	\$1,301,047	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,301,047	\$1,301,047	\$0	\$0
SUBTOTAL PROJECT COST	\$25,570,213	\$13,500,000	\$5,000,000	\$860,000	\$3,710,213	\$500,000	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,570,213	\$25,570,213	\$0	\$0

DEVELOPER COSTS

Developer Overhead/Profit	\$780,000				\$716,156													\$780,000	\$780,000	\$0	\$0
Consultant/Processing Agent	\$0																	\$0	\$0	\$0	\$0
Project Administration	\$0																	\$0	\$0	\$0	\$0
Broker Fees Paid to a Related Party	\$0																	\$0	\$0	\$0	\$0

Construction Oversight by Developer	\$0																	\$0	\$0	\$0			\$0
Other Developer Costs (Specify)	\$0																	\$0	\$0	\$0			\$0
Total Developer Costs	\$780,000	\$0	\$0	\$0	\$716,156	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$63,844	\$0	\$0	\$0	\$780,000	\$780,000	\$0	\$0	\$0
TOTAL PROJECT COST	\$26,350,213	\$13,500,000	\$5,000,000	\$860,000	\$4,426,369	\$500,000	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$63,844	\$0	\$0	\$0	\$26,350,213	\$26,350,213	\$0	\$0	\$0
TOTAL PROJECT COSTS	\$26,350,213	\$13,500,000	\$5,000,000	\$860,000	\$4,426,369	\$500,000	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$63,844	\$0	\$0	\$0	\$26,350,213	\$26,350,213	\$0	\$0	\$0

Explain unusual or extraordinary circumstances that have resulted in higher than expected Project costs; provide a justification as to why these costs are reasonable.

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4/1/2024								
county_name	lim50_21p1	lim50_21p2	lim50_21p3	lim50_21p4	lim50_21p5	lim50_21p6	lim50_21p7	lim50_21p8
Alameda	\$54,500	\$62,300	\$70,100	\$77,850	\$84,100	\$90,350	\$96,550	\$102,800
	\$37,000	\$42,250	\$47,550	\$52,850	\$57,050	\$61,300	\$65,550	\$69,750
Alpine								
Amador	\$35,300	\$40,350	\$45,400	\$50,400	\$54,450	\$58,500	\$62,500	\$66,550
Butte	\$31,750	\$36,300	\$40,850	\$45,350	\$49,000	\$52,600	\$56,250	\$59,850
Calaveras	\$33,150	\$37,850	\$42,600	\$47,300	\$51,100	\$54,900	\$58,700	\$62,450
Colusa	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
Contra Costa	\$54,500	\$62,300	\$70,100	\$77,850	\$84,100	\$90,350	\$96,550	\$102,800
Del Norte	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
El Dorado	\$41,300	\$47,150	\$53,050	\$58,950	\$63,650	\$68,400	\$73,100	\$77,850
Fresno	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
Glenn	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
Humboldt	\$30,950	\$35,350	\$39,750	\$44,150	\$47,700	\$51,250	\$54,750	\$58,300
Imperial	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
Inyo	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
Kern	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
Kings	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
Lake	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
Lassen	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
Los Angeles	\$48,550	\$55,450	\$62,400	\$69,350	\$74,900	\$80,450	\$86,000	\$91,550
Madera	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
Marin	\$68,950	\$78,350	\$88,150	\$97,900	\$105,750	\$113,600	\$121,400	\$129,250
Mariposa	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
Mendocino	\$31,650	\$36,200	\$40,700	\$45,200	\$48,850	\$52,450	\$56,050	\$59,700
Merced	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
Modoc	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
Mono	\$32,700	\$37,400	\$42,050	\$46,750	\$50,450	\$54,200	\$57,950	\$61,700
Monterey	\$46,350	\$53,000	\$59,600	\$66,200	\$71,500	\$76,800	\$82,100	\$87,400
Napa	\$51,400	\$58,700	\$66,100	\$73,400	\$79,300	\$85,150	\$91,050	\$96,900
Nevada	\$36,500	\$41,700	\$46,900	\$52,100	\$56,300	\$60,450	\$64,650	\$68,800
Orange	\$55,250	\$63,100	\$71,050	\$78,900	\$86,250	\$93,550	\$100,850	\$108,150
Sacramento	\$41,300	\$47,150	\$53,050	\$58,950	\$63,650	\$68,400	\$73,100	\$77,850
San Benito	\$42,850	\$49,000	\$55,100	\$61,200	\$66,100	\$71,000	\$75,900	\$80,800
San Bernardino	\$35,900	\$41,000	\$46,100	\$51,250	\$55,350	\$59,450	\$63,550	\$67,650
San Diego	\$53,050	\$60,600	\$68,200	\$75,750	\$81,850	\$87,900	\$93,950	\$100,000
San Francisco	\$68,550	\$78,350	\$88,150	\$97,900	\$105,750	\$113,600	\$121,400	\$129,250
San Joaquin	\$33,750	\$38,600	\$43,400	\$48,200	\$52,100	\$55,950	\$59,800	\$63,650
San Luis Obispo	\$44,600	\$50,950	\$57,300	\$63,650	\$68,750	\$73,850	\$78,950	\$84,050
San Mateo	\$68,950	\$78,350	\$88,150	\$97,900	\$105,750	\$113,600	\$121,400	\$129,250
Santa Barbara	\$58,950	\$65,050	\$71,200	\$77,300	\$82,850	\$88,350	\$93,850	\$100,350
Santa Clara	\$64,550	\$73,750	\$82,950	\$92,150	\$99,450	\$106,900	\$114,300	\$121,650
Santa Cruz	\$63,400	\$72,450	\$81,500	\$90,550	\$97,800	\$105,050	\$112,300	\$119,550
Shasta	\$31,200	\$35,650	\$40,100	\$44,550	\$48,150	\$51,700	\$55,250	\$58,850
Sierra	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
Siskiyou	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
Solano	\$44,050	\$50,350	\$56,650	\$62,900	\$67,950	\$73,000	\$78,000	\$83,050
Sonoma	\$48,450	\$55,350	\$62,250	\$69,150	\$74,700	\$80,250	\$85,750	\$91,300
Trinity	\$30,800	\$35,200	\$39,600	\$43,950	\$47,500	\$51,000	\$54,500	\$58,050
Tulare	\$33,900	\$38,750	\$43,600	\$48,450	\$52,250	\$56,200	\$60,100	\$63,950
Yuba	\$49,250	\$56,300	\$63,350	\$70,350	\$76,000	\$81,650	\$87,250	\$92,900

Income and Rent Calculation Tables								
TCAC/CDLAC/AHSC/CalHFA Income Limits Calculated from HUD 50% Income Limits								
Income Level	Household Size							
	1	2	3	4	5	6	7	8
120%	\$86,160	\$98,400	\$110,640	\$123,000	\$132,840	\$142,680	\$152,520	\$162,360
110%	\$78,980	\$90,200	\$101,420	\$112,750	\$121,770	\$130,790	\$139,810	\$148,830
100%	\$71,800	\$82,000	\$92,200	\$102,500	\$110,700	\$118,900	\$127,100	\$135,300
95%	\$68,210	\$77,900	\$87,590	\$97,375	\$105,165	\$112,955	\$120,745	\$128,535
90%	\$64,620	\$73,800	\$82,980	\$92,250	\$99,630	\$107,010	\$114,390	\$121,770
85%	\$61,030	\$69,700	\$78,370	\$87,125	\$94,095	\$101,065	\$108,035	\$115,005
80%	\$57,440	\$65,600	\$73,760	\$82,000	\$88,560	\$95,120	\$101,680	\$108,240
60%	\$43,080	\$49,200	\$55,320	\$61,500	\$66,420	\$71,340	\$76,260	\$81,180
55%	\$39,490	\$45,100	\$50,710	\$56,375	\$60,885	\$65,395	\$69,905	\$74,415
50%	\$35,900	\$41,000	\$46,100	\$51,250	\$55,350	\$59,450	\$63,550	\$67,650
45%	\$32,310	\$36,900	\$41,490	\$46,125	\$49,815	\$53,505	\$57,195	\$60,885
40%	\$28,720	\$32,800	\$36,880	\$41,000	\$44,280	\$47,560	\$50,840	\$54,120
35%	\$25,130	\$28,700	\$32,270	\$35,875	\$38,745	\$41,615	\$44,485	\$47,355
30%	\$21,540	\$24,600	\$27,660	\$30,750	\$33,210	\$35,670	\$38,130	\$40,590
25%	\$17,950	\$20,500	\$23,050	\$25,625	\$27,675	\$29,725	\$31,775	\$33,825
20%	\$14,360	\$16,400	\$18,440	\$20,500	\$22,140	\$23,780	\$25,420	\$27,060
15%	\$10,770	\$12,300	\$13,830	\$15,375	\$16,605	\$17,835	\$19,065	\$20,295

CalHFA 50% Rent Limits						
(Assumes 1 person in 0-bedroom, 2 people in a 1 bdrm and 1 additional person per additional bedroom)						
Level	0 Bdrm.	1 Bdrm.	2 Bdrm.	3 Bdrm.	4 Bdrm.	5 Bdrm.
San Bernardino	\$898	\$1,025	\$1,153	\$1,281	\$1,384	\$1,486
(Assumes 1 person in 0-bdrm unit, 1.5 people per bedroom in other units)						
TCACrentTtl	0 Bdrm.	1 Bdrm.	2 Bdrm.	3 Bdrm.	4 Bdrm.	5 Bdrm.
San Bernardino	\$1,705	\$1,826	\$2,189	\$2,631	\$2,823	\$3,116
San Bernardino	\$1,615	\$1,730	\$2,074	\$2,398	\$2,675	\$2,952
San Bernardino	\$1,525	\$1,634	\$1,959	\$2,265	\$2,526	\$2,788
San Bernardino	\$1,436	\$1,538	\$1,844	\$2,132	\$2,378	\$2,624
San Bernardino	\$1,346	\$1,441	\$1,728	\$1,998	\$2,229	\$2,460

Supportive Services Plan

§302 Supportive Services Requirements

To be eligible to receive funding, all applications must include a Project-specific Supportive Services plan, that shall be consistent with any representations made in the application, and it shall meet the Homekey+ Program Requirements. HCD in its sole discretion shall make the determination (1) if the Supportive Services plan is sufficiently complete to pass threshold and (2) if the Supportive Services plan and property management plan is compliant with Housing First and other evidence-based practices for each unique Target Population served by the Project. For example, Projects serving Veterans must incorporate evidence-based practices specific to Veterans.

Part I. Tenant Selection

The plan is required by Section §302(iii)(a) and must be compliant with Section §504, and §508. Using the titled sections below, the narrative should be as specific as possible, delineating the roles of property management and the support service provider and how these functions will be coordinated. Your description should clearly and conclusively document processes to ensure compliance with the Homekey+ NOFA for Tenant Selection and Housing First Practices.

Section 1: Tenant Selection Criteria

Target Population and Eligibility Criteria

- a. Do you use Housing First Practices? Yes
- b. Describe the criteria that will be used to ensure that tenants are eligible to occupy the Homekey+ Assisted Units.

The target population to be served are military veterans who meet the following criteria:

- Area Median Income (AMI) of 30% or less
- Experiencing homelessness
- Have a history of mental health challenges
- Discharged or released under conditions other than dishonorable

As discussed above, eligible participants will be part of a "Veteran family," meaning that the person to be served is either (a) a Veteran; or (b) a member of a family in which the head of household, or the spouse of the head of household, is a Veteran that has been discharged with a status other than a dishonorable status. All referrals will be streamlined through a safe and effective method to conduct appropriate, timely, and necessary screenings to veterans that may be eligible to occupy the units. The outreach division will have assigned program staff member to provide oversight of the supportive service referrals and verify eligibility for intake. The methodology for this will be completed by:

- Area Median Income (AMI) of 50% or less- income does not exceed 50 percent of area median income. The median income for an area or community will be determined using the income limits most recently published by the Department of Housing and Urban Development for programs under section 8 of the United States Housing Act of 1937 (42 U.S.C. 1437f), which can be found at: <http://www.huduser.org/portal/datasets/il.html>
- Experiencing homelessness- verified through a Homeless Certification completed by a program staff and 3rd party
- Have a history of mental health challenges- disability or mental health verification
- Discharged or released under conditions other than dishonorable- Eligibility is confirmed by reviewing both the character of discharge and type of service. The minimum duty requirements do not apply. To prove a participant's Veteran status, program staff should obtain ONE of the following documents:
 - oSQUARES 2.0 Printout
 - oDD Form 214 Certificate of Release Discharge from Active Duty
 - oVeterans Benefits Administration (VBA) Statement of Service (SOS)
 - oVISTA printout from VHA health care provider
 - oVBA award letter of service connected disability payment or non-service connected pension

- c. Description of the Target Population to be served, and identification of any additional subpopulation target or occupancy preference for the Project (all sub-population targeting must be approved by HCD prior to standard agreement issuance and must be consistent with federal and state fair housing requirements).

Target population to be served is military veterans with an Area Median Income (AMI) of 50% or less to include: veterans experiencing homelessness, veterans with mental health challenges, and veterans who were discharged or released under conditions other than dishonorable. The term "Veteran" for eligibility purposes is defined as "a person who served in the active military, naval, air, or space service, regardless of length of service, and who was discharged or released therefrom," excluding anyone who received a dishonorable discharge from the Armed Forces or was discharged or dismissed from the Armed Forces by reason of the sentence of a general court-martial (38 U.S.C. § 2002(b)). The population will include veterans who may have a disability and those who are also chronically homeless. These veterans may be struggling with chronic illnesses such as, but not limited to: Chronic drug and/or alcohol addiction; Mental illness such as PTSD, schizophrenia, bi-polar disorder and major depression; as well as Blindness; Deafness; Physical impairment or disability which often will be a result of active duty.

- d. Describe any additional eligibility criteria other than those indicated above, i.e., information needed to determine if the tenant can comply with lease terms. NOTE: Selection criteria designed to assess anything other than the ability to comply with lease terms generally run afoul of fair housing laws designed to protect equal access to housing for people with disabilities.

[See Between the Lines, A Question and Answer Guide on Legal Issues in Supportive Housing Chapter 4.](#)

No additional criteria is will be used. The purpose of the Tenant Selection Criteria is to establish fair and equitable guidelines for selecting Applicants to occupy housing units. The project will comply with all Fair Housing processes in accordance with all federal, state and local laws. The Property has 3 ADA accessible units and 2 ADA adaptable units. Additionally, the ADA units incorporate features for the visually and hearing impaired. The Property Manager will apply the same screening criteria to all Applicants. Reasonable accommodation for persons with disabilities will be provided at all stages of the application, interview, selection and tenancy process.

- Section 504 of the Rehabilitation Act of 1973- Section 504 prohibits discrimination on the basis of disability in any program or activity receiving federal financial assistance.
- The Fair Housing Act--Title VIII of the civil Rights Act of 1968 (Fair Housing Act), as amended, prohibits discrimination in the sale, rental, and financing of dwelling, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including children under the age 18 living with parents or legal custodians, pregnant women, and people securing custody of children un the age of 18) and disability. It applies to housing, regardless of the presence of federal financial assistance.
- Title VI of the Civil Rights Act of 1964 – Title VI prohibits discrimination on the basis of race, color or national origin in any program and activity receiving federal financial assistance

- e. Identify all disclosures that will be provided to applicants/tenants. Example: Megan's Law disclosures, HMIS reporting, etc.
- All required California disclosures will be included. These disclosures include the penal code related to registered sexual offender database/Megan's law; any known former federal or state ordinance; any pest control disclosures; smoking policy; any other required disclosure that may arise such as a death occurring in a unit. All adult (18 and over) Applicants' credit history and criminal background will be reviewed and considered in the selection process. A credit/eviction/criminal background report will be obtained for each adult Applicant. In the event that a criminal background check is deemed necessary, and the report shows Applicant has been convicted of illegal manufacture or distribution (i.e., making or selling) of a controlled substance or arson, then the application will be denied. Also also the applicants cannot be subject to any state sex offender registry as this would also be cause for denial. HMIS will be used to determine if there are duplicate services being provided to ensure compliance with local and state grants

Section 2: Referrals (NOFA §505. Tenant Referrals)

The following prompts address the required use of the Coordinated Entry System (CES) for all referrals into Homekey+ Assisted Units or an alternate comparable prioritization system based on greatest need. Note that use of standard waiting lists is prohibited, in that both of these systems must prioritize referrals based on highest acuity needs, rather than first-come first served. Applicants must demonstrate efforts to coordinate with their local county behavioral health department to ensure the referral process to the Homekey+ Assisted Units is aligned with the requirements of this NOFA.

- a. Describe how the local CES will be used to fill Homekey+ Assisted Units based on the use of a standardized assessment tool which prioritizes those with the highest need and the most barriers to housing retention. Include the CES agency's name, primary staff person's name, and contact information. If the local CES is not yet operational, describe when it will be established and the plan to use it.

U.S.VETS will collaborate with the local CoC and CES and accept referrals for screening. Any referrals received outside the CES referrals will be incorporated into the CES system by our service staff by consulting HMIS and the local By Name List and adding veterans not already in the CES records. This will include accepting referrals from the VA-funded Supportive Services for Veteran Families (SSVF) programs as well as Transitional Housing programs, both of which U.S.VETS also operates in addition to having relationships with other agencies who operate these programs. U.S.VETS meets with the local Continuum of Care (CoC) agencies regularly to assess and refer the list of homeless veterans in the CES into community housing programs and this project will be added to the inventory of units available in the San Bernardino County CoC. Initial eligibility screening will be conducted by U.S.VETS Outreach team upon referral to U.S.VETS through obtaining eligibility verification and helping the applicant to fill out the

- b. If using a separate comparable prioritization system than CES please describe that system. Prioritization for Homekey+ units should be based on greatest need factors and assessments established by the local jurisdiction in collaboration with the Continuum of Care (CoC). CoC collaboration in Project and Supportive Services design is also strongly encouraged to help target and serve those with the greatest need.

A separate system will not be used. U.S.VETS use the Homeless Management Information System (HMIS) which is a coordinated system of computers that enable service, shelter and housing providers in different locations across the County to collect and share information about the homeless individuals and families seeking services. This system of computers allows users to collect and store information that can be used to improve service delivery for their consumers as well as generate required reports for different funding sources, including the Annual Performance Report (APR) for HUD.

Section 3: Housing First Certification §504

The Eligible Applicant shall certify to employ the core components of Housing First, as set forth at Welfare and Institutions Code §8255, subdivision (b), in its property management and tenant selection practices. Complete the checklist below to certify compliance with Housing First.

Tenant Screening

- | | |
|---|-----|
| 1. If the project cannot serve someone, it works through the coordinated entry process to ensure that those individuals or families have access to housing and services elsewhere. | Yes |
| 2. The project does everything possible not to reject an individual or family based on poor credit or financial history, poor or lack of rental history, minor criminal convictions, or behaviors that are interpreted as indicating a lack of "housing readiness." | Yes |
| 3. Access to the project is not contingent on sobriety, minimum income requirements, lack of a criminal record, completion of treatment, participation in services, or any other unnecessary condition not imposed by the terms of the funding itself. | Yes |
| 4. People with disabilities are offered clear opportunities to request reasonable accommodations within applications and screening processes and during tenancy. Building and units include physical features that accommodate disabilities. | Yes |

Housing-Based Voluntary Services

- | | |
|--|-----|
| 1. If serving youth experiencing homelessness, services use a positive youth development model and culturally competent services to engage with tenants. | N/A |
| 2. Services are informed by a harm-reduction philosophy that recognizes that substance use/ addiction are a part of some tenants' lives. Tenants are engaged in non-judgmental communication regarding substance use and are offered education regarding safer practices and how to avoid risky behaviors. | Yes |
| 3. Case managers and service coordinators who are trained in and actively employ evidence-based practices for client engagement, including, but not limited to, motivational interviewing and client-centered counseling. | Yes |
| 4. Participation in services or compliance with service plans are not conditions of tenancy but are reviewed with tenants and regularly offered as a resource to tenants. Housing and service goals and plans are highly tenant driven. | Yes |
| 5. Supportive services emphasize engagement and problem-solving over therapeutic goals. | Yes |

Housing Permanency

- | | |
|---|-----|
| 1. Substance use in and of itself, without other lease violations, is not considered a reason for eviction. | Yes |
| 2. Tenants in supportive housing are given reasonable flexibility in paying their share of rent on time and offered special payment arrangements for rent arrears and/or assistance with financial management, including representative payee arrangements. | Yes |
| 3. Every effort is made to provide a tenant the opportunity to transfer from one housing situation, program, or project to another if tenancy is in jeopardy. Whenever possible, eviction back into homelessness is avoided. | Yes |
| 4. Program Requires Housing Providers to Provide Tenants with Leases and Reflects Tenants' Rights & Responsibilities Of Tenancy Under CA Law (including eviction protections). | Yes |
| 5. §302(i)(b) Applicants certifies to provide and maintain written policies and procedures covering: §302(i)(b)(1-5) | Yes |

Part II. Supportive Services Detail

Section 1: Lead Service Provider Information

If already identified, list the supportive service provider (s) for the Target Population and any proposed sub-populations to be served by the Project. If more than one Provider will be offering services, clearly identify who the Lead Service Provider is and describe how services will be coordinated.

Provider Name	Populations the Provider will serve	Services Provider will offer
U.S.VETS - Inland Empire	Veterans, those experiencing homelessness and those that have a behavior health challenge.	U.S.VETS' services focus on housing, employment, mental health, and supportive services. Core services include: housing, employment, outreach and referral services, mental health and case management services.

Describe any known conflicts and/or the mitigation strategy for when Homekey+ funding or other program requirements conflict with Housing First practices, as applicable.

There are no known conflicts we anticipate with the Homekey+ funding with other proram funding and or requirments we will use for this project.

If your tenant households will include minor children and/or adult dependents, describe any additional criteria that will be used to ensure prospective tenants are eligible to occupy the Homekey+ Assisted Units.

Minor children and adult dependents will be accepted as part of the family unit as permissible and based on how the family identifies. Identification of children and adult dependents will be required. Units shall be rented to households with the number of people in accordance with the California Department of Fair Employment and Housing (DFEH) and the Uniform Housing Code (UHC), where applicable. Unit size, minimum household size and maximum household size will be used: Studio unit has the minimum of 1 person and maximum of 2. Our 1 bedroom units have a minimum of 1 person and a maximum of 3 people. Our 2 bedroom unites have a minimum of 2 persons and maximum of 5 persons.

UNIT SIZE MINIMUM HOUSEHOLD SIZE MAXIMUM HOUSEHOLD SIZE

Section 2: Supportive Services Chart

Required Services: List and describe all services as required in §302 to be offered to tenants of the Homekey+ Assisted Units.

Resident Service	Service Description	Frequency	Hours	Service Provider	Off-site Service Location
List each service separately	Describe service, including the degree to which services are provided.	Frequency of services provided	Provide the hours of availability	Provider's Name	If service is on-site, leave blank. Enter distance, in miles, to off-site service and list resident commuting options. Reasonable access is access that does not require walking more than one-half mile.
Case management	Case management will be provided to veterans to achieve their highest level of independence while sustaining permanent housing. Case management will be a collaborative process which assesses, plans, implements, coordinates, monitors, and evaluates the selection of services to optimally meet each individual clients' needs.	Monthly	40	U.S.VETS	
Peer support activities	Guidance and services will be provided veteran tenants to achieve their highest level of independence and assists in the daily implementation of day-to-day basic residential services. Peer Specialists activities will be intended to support veterans with life skills and any recovery issues to include listening, encouraging, coaching, empowering, and connect them to resources to meet their individual needs.	weekly	2	U.S.VETS	
Mental health care	Mental health services will be offered to provides short-term individual counseling, group counseling, case management, intake and assessment, advocacy, and referrals.	weekly	40	U.S.VETS (California Veterans Health Initiative (CVHI) Mental Health Support Grant Program)	Services will be offered on residential site, program offices, or through telehealth.

Substance use services	Services will be provided to veteran tenants to develop plans that will help them maintain their sobriety and implement learned coping mechanisms to assist in relapse prevention. Wrap-around support will also be provided to support veterans, ensuring regular client communication, proper documentation, and record-keeping, as well as participating in regular meetings with the Clinical Director, Program Managers, Case Managers, and Mental Health Therapist. Veterans will also be referred to VA and	As needed; Weekly	4	U.S.VETS (California Veterans Health Initiative (CVHI) Mental Health Support Grant Program, VA, Department of Behavioral Services	VA Services: 8 miles; public transportation, personal vehicle, rideshare, or shuttle service
Behavioral health services	Behavioral health services will be offered to support and oversee the mental health and wellness care of veteran tenants. Services offered will include a curriculum governing client psychoeducational classes, mental health treatment classes and substance abuse treatment classes	As needed; Weekly	1	U.S.VETS (California Veterans Health Initiative (CVHI) Mental Health Support Grant Program, VA, Department of Behavioral Services	VA Services: 8 miles; public transportation, personal vehicle, rideshare, or shuttle service
Physical health services	Connecting veterans to health care benefits and/or other community health care services. Program services will assist with coordination of care/case management, health education, interdisciplinary collaboration, consultation, and provide comprehensive care coordination across episodes of care. This includes linkages with health and wellness services with other organizations and programs to assure such services are complementary and	As needed	5	U.S.VETS, VA	VA Services: 8 miles; public transportation, personal vehicle, rideshare, or shuttle service
Assistance obtaining benefits and essential documentation	As part of participant intake, program staff will determine whether the participant household is already receiving services from VA. If the participant is already receiving services, the program staff's assessment will focus on what additional services the participant may need, want and be eligible for, and refer the participant to the appropriate VA office for assistance. If the participant is not already receiving services from VA, service provider will make the	As needed	40	U.S.VETS	
Education and employment services	Through U.S.VETS workforce department and career counseling services, services will be provided to veterans to translate their military experience into civilian employment opportunities. The services will be committed to exploring the job search process and introduce participants to open employment opportunities	Weekly		U.S.VETS	

If applicable, Veteran specific Supportive Services (required for Veteran serving projects)	All the services provided at this project will be geared towards veteran and the supportive services they need through case management, residential services coordination, and support staff. Crisis intervention and emergency services will be available 24 hours a day, 7 days a week. Housing will be provided within a therapeutic community environment foster camaraderie and peer support.	Daily	24	U.S.VETS		
Supportive Services for people with co-occurring conditions	Substance abuse and mental health treatment through U.S.VETS CVHI staff and referrals to VA or Department of Behavioral Services.	weekly	4	U.S.VETS (California Veterans Health Initiative (CVHI) Mental Health Support Grant Program, VA, Department of Behavioral Services		
Recreational and social activities	Program services will include opportunities to participants in a variety of on and off-site therapeutic and recreational activities for veterans such as fitness activities, cooking classes, field trips, arts and crafts, bowling, sporting events, showing of movies, and games. These efforts are intended to support veterans in reaching their personal social, recreational and vocational goals and improving quality of life through therapeutic activities	weekly	2	U.S.VETS		
Potential out-placements for higher level of care	Case management and outreach staff will connect veterans to higher level of care resources such as VA inpatient care or assisted living and facilitate transition to the care facility.	As needed	4	U.S.VETS		
Other services, such as housing retention skills, legal assistance, family connection services, access to food and clothing, representative payee services, adult day care, financial counseling, etc.	Legal services are available to clients in this program through our SSVF program; Access to food bank services and assistance with SNAP/TANF application, access to donated clothing, financial counseling	As needed, weekly	8	U.S.VETS	1 mile; public transportation, personal vehicle, rideshare, walking, or bicycle.	
Parenting education, childcare, DV support in compliance with required services in Sect 302	Referrals to community resources and financial assistance through SSVF for eligible veterans monthly or as needed; Domestic Violence support to include: Emergency Services, Legal and Financial Assistance Services, Counseling Services, Housing Services, Support Services, Children's Services, Community Educational Services	As needed, daily, or weekly	4	U.S.VETS, Women Veterans Unity Group and/or Time For Change Foundation	Domestic violence services: 14 miles & 1 mile; public transportation, personal vehicle, rideshare, walking, or bicycle. Other services will be on-site.	
Other Residential Services (specify)	N/A					
Other Residential Services (specify)	N/A					
Other Residential Services (specify)	N/A					
File Name:	22. LSP Contract	Lead Service Provider Contract, Agreement or Letter of Intent.			Uploaded to HCD?	No
File Name:	22. LSP NonApplicant Contract	Lead Service Provider Contract, Agreement or Letter of Intent (non-Applicant provider).			Uploaded to HCD?	Yes

Section 3: Supportive Services Coordination

- Describe the accessibility of Supportive Services, whether they are on-site or off-site, the frequency, and travel time required to access the Supportive Services including both public and private transportation services (e.g. van owned by the provider). Ensure transportation costs for off-site Supportive Services are reflected in the Project budget.

All the support services are located on the first floor of the housing project. There are various additional supports that are located at our Colton office locations which is less than 5 miles away from the housing project. Also supports coming by way of the VA Medical Center are about 7 miles away. There are local bus routes in and around the project along and U.S.VETS offers transportation services at no cost to the housing project residence through van runs operated by our organization and offering of Uber and Lyft through the program services. Veterans should be able to qualify for the reduced Veteran fare which is 75 cents one way up to \$27.50 for a monthly pass. Seniors/Disabled who may be in the household who are not veterans qualify for the same fare. Youth who may be in the household qualify for a 7-day \$14 fare or monthly \$41 fare. Full fare ranges from \$1.75/trip to \$55/month. Tenants who are disabled will be assisted with applying for ADA Certification to use the Access ADA Service and can schedule pick-up. Access ADA Service fair ranges from \$3.25 to \$5. Tenants may also access the VA through rideshare services and volunteer shuttle services. In addition some will have their own vehicles. Through rideshare services, a trip to the VA is approximately \$10 to \$15. All services provided by U.S.VETS will be on-site.

- Describe how the Supportive Services will be provided in a manner that is culturally and linguistically competent for persons of different races, ethnicities, sexual orientations, gender identities, and gender expressions. This includes explaining how services will be provided to Homekey+ tenants who do not speak English, or have other communication barriers, including sensory disabilities, and how communication among the services providers, the property manager and these tenants will be facilitated. Additionally, describe how services will accommodate trauma-based, barriers to services. Responses should be as specific as possible in addressing the specific populations served by the Project. For example, if the Project will have Veteran serving units, responses should evidence competency in Supportive Service delivery to Veterans. If available, provide documentation, in the form of Memorandum of Understanding, Memorandum of Agreement, letters of support or contracts demonstrating who will be responsible for ensuring access to services and how accessibility will be accomplished.

Our project is committed to providing culturally and linguistically competent supportive services to Homekey+ tenants, with a focus on serving veterans, individuals with mental health barriers, and those experiencing homelessness. We believe that our comprehensive approach, which includes staff training, language access, culturally responsive services, and community partnerships, will ensure that all tenants receive equitable access to services that respect their diversity and promote their well-being. To ensure cultural and linguistic competence, our project will:

Language Access: Offer language access services, including interpretation and translation, to ensure that all tenants can communicate effectively with service providers and property management where needed or when requested.

Describe initial and periodic training plans associated with the above item including who will be trained, the type of training, cost, and how often training occurs.

U.S.VETS staff will participate in ongoing training for all staff members on cultural competency, trauma-informed care, and working with diverse populations, including veterans, individuals with mental health barriers, and those experiencing homelessness. Housing First annual training other trainings geared towards ensuring staff stay educated on the supports and strategies necessary to be successful in serving this identified population.

- Describe how you will engage with tenant and/or participant to encourage voluntary participation in services as well as in community building, such as resident councils or similar forums. Included a description of tenant/participant outreach, engagement and retention strategies to be used.

U.S.VETS experience demonstrates that the benefits of residing in a community of peers will be a driver of engagement for our residents. U.S.VETS facilitates a Veteran Council which engages residents as their participation gives them a voice heard at the table of program services. Participants will be encouraged by peer to peer networks set up at the housing project. The agency promotes a Therapeutic Community to which we support the veterans residing in a residential site to integrate supportive services from a interdisciplinary team while also promoting the engagement of tenants to participate in site events or therapeutic stations through volunteerism. Additionally, U.S.VETS promotes self-determination starting at intake by offering services and participation in the development of individual plans identifying goals and resources. While the plan will focus on resolving specific problems that act as barriers to stability, it also may include the resident's goals part of the community such as volunteering or participating in the Veteran Council. Monthly Veteran Council meetings will also be held where individuals can participate in coordinating activities within the community and/or raise issues of a personal nature and look to the community for support and solutions. A Town Hall meeting will be facilitated which gives opportunity for public airing of issues regarding both building operations and program policies and procedures. The program is structured to

Describe initial and periodic training plans associated with the above item including who will be trained, the type of training, cost, and how often training occurs.

Our organization aims to provide high-quality training for service providers who work with veterans, including therapists, case managers, peer support veterans, and veterans service assistants. The goal of this project is to equip these professionals in permanent housing settings with the knowledge, skills, and competencies necessary to effectively support veterans in their recovery and reintegration into civilian life. Type of training: A comprehensive annual total of 12 (2 hour segments) training program that covers topics such as: Understanding military culture and the veteran experience

Trauma-informed care and crisis intervention

- Describe how the Supportive Services will be provided in a manner that demonstrates cultural competency in working with families with children, including single parent households.

Ongoing clinical supervisions will be offered to staff to engage and understand how to contribute to Cultural Competency by identifying communication breakdowns, identifying misunderstandings and miscommunications often arise in culturally diverse environments. The periodic clinical supervision trainings will be intended for program staff to be equipped with the basic skills to effectively communicate across cultural boundaries, reducing instances of misinterpretation and conflict.

Describe initial and periodic training plans associated with the above item including who will be trained, the type of training, cost, and how often training occurs.

All U.S.VETS program staff are mandated to participate in monthly clinical supervision trainings pertaining to Skill Based, Safety, CARF, and Behavioral Health. In addition, the agency also integrate site level training through Relias and in-person trainings for staff that work non-traditional hours. To allow flexibility for the program staff, U.S.VETS allows Clinical Directors and program staff to choose any mandatory training topics to conduct for the designated monthly clinical supervisions. Assessments of program services are reviewed when selecting trainings. Skill Based Trainings include: Cultural Competency, CPR, Ethics, Crisis Prevention Intervention, Trauma Informed Care, Suicidal/Homicidal Assessments.

- Describe how the Supportive Services will be provided in a manner that demonstrates cultural competency in working with people who identify as female.

U.S.VETS continues to ensure that female veterans are identified in monthly program intake counts and remain engaged with all identified female veterans in housing stability or employment search plan. Working with a population of female veterans allowed has allowed U.S.VETS Inland Empire program staff to become familiarized with being more trauma informed and recognizing significant changes in working with a population that may have experienced domestic violence and/or sexual assault during service. Female veterans had more common feelings and perspectives on their service period thus having a different interpretation of accomplishment from time in service.

Describe initial and periodic training plans associated with the above item including who will be trained, the type of training, cost, and how often training occurs.

As mentioned above, in Section 4B, the agency's monthly clinical supervision will allow for any site level training, including Women's Veteran Specific issues to be facilitated.

- Describe how the Supportive Services will be provided in manner that demonstrates cultural competency in working with people identifying as LGBTQ.

Agency's outreach plans will continuously monitor service areas or community in which supportive services will be provided and the available resources in those areas or communities. These engagement efforts will be comprehensive and targeted to all communities and CoCs listed in their resolution to ensure that historically underserved populations, such LGBTQ2+ Veterans, are included in targeting considerations.

Describe initial and periodic training plans associated with the above item including who will be trained, the type of training, cost, and how often training occurs.

As mentioned above, in Section 4B, the agency's monthly clinical supervision will allow for any site level training, including working with veteran who identify as LGBTQ+

7. Describe how the Supportive Services will be provided in a manner that demonstrates cultural competency in working with people experience Post Traumatic Stress Disorder or sexual trauma (or military sexual trauma as applicable).

PTSD and MST are some of the common traumas experienced by the veteran population. As a veteran service provider, the agency at a national level is aware of the importance of integrating trauma informed care as a application practice at site level. The agency has a commitment to equip staff who are onboarded to be introduced to trauma informed care as it is a component of their training and onboarding as well as offering the trauma informed care training as a topic that can be discussed in monthly clinical supervisions.

Describe initial and periodic training plans associated with the above item including who will be trained, the type of training, cost, and how often training occurs.

Trainings can take place monthly and all program supervisors will be encouraged to provide supervision to their direct reports and incorporate trauma informed care in weekly supervisions. Supplemental training can also be provided through external partners that offer free training to non-profit organizations on trauma informed care to work with a variety of trauma that is beyond PTSD and MST.

8. Describe how the Supportive Services will be provided in a manner that demonstrates cultural competency in working with people who have survived domestic violence and clients with trauma histories.

Services will be monitored closely when working with veteran tenants who have survived domestic violence trauma. If an active case, program staff will adhere to Violence Against Women Act (VAWA) from entering client data into HMIS and instead should enter data into a comparable database for client safety. Similiary to working with veterans that have PTSD or MST, the theoretical framework used for supportive services will adopt a trauma informed care and client centered approach for any interventions

Describe initial and periodic training plans associated with the above item including who will be trained, the type of training, cost, and how often training occurs.

As mentioned above, in Section 4B, the agency's monthly clinical supervision will allow for any site level training, including working with veteran who have a history of trauma with domestic violence

9. Provide a description of plans and measures to ensure the safety and security of residents and staff (e.g., guest and visitor policies, policies on the violation of safety rules, staff training, and building design features intended to promote security).

All residents and staff entering the housing program will be informed of applicable provisions of state and local building codes materially affecting health and safety. Within reasonable time, the staff will also make necessary repairs to the premises to keep them in habitable condition by keeping buildings, facilities, and common areas not otherwise assigned to tenants for maintenance and upkeep in clean and safe conditions. This includes service providers oversight of good and safe working order and condition for smoke detectors, electrical, plumbing, sanitary, heating, ventilating, and other facailities and appliances supplied or required to be supplied by service provider. All incoming tenants will also have the obligation to keep premises and such other areas as may be assigned for their exclusive use in a decent, clean, sanitary, and safe condition. Tenants will have other terms and conditions that will ensure safety rules, guest/visitors, illegal activities, property destruction, and self-conduct protocols are complied with.

The property manager and LSP shall have three or more years of experience serving persons of each unique Target Population of people with Behavioral Health Challenges. If a property manager or LSP is not yet selected for the proposed Project, the Eligible Applicant shall certify that this requirement will be reflected in any future solicitation or memorandum of understanding (MOU) (see Section 305 for points awarded). If the property management and/or LSP has three or more years serving persons experiencing homelessness, but not Veterans experiencing homelessness, HCD in its sole discretion may deem the property manager and/or LSP to have met this requirement, provided the property manager and/or LSP agrees to completing a training provided by CalVet.

10. Projects with Youth Assisted Units must jointly apply and/or partner with a nonprofit corporation(s), including community-based organization(s), with at least three years of experience serving current or former Foster Youth, Homeless Youth, or Youth at Risk of Homelessness.

Describe how your experience meets this criteria, including any need for training by CalVet.

Founded in 1993, U.S.VETS is the nation's largest nonprofit provider of comprehensive services to veterans experiencing or at-risk of homelessness. U.S.VETS' mission is to end and prevent veteran homelessness. "successful transition of military veterans and their families through the provision of housing, counseling, career development and comprehensive support." The organization's vision is that all veterans and their families shall have their needs met to regain and maintain productive independence. U.S.VETS has grown from a single facility in Inglewood, California, serving five homeless Vietnam veterans, to more than 40 residential sites and service centers across seven states - Arizona, California, Hawaii, Maryland, Nevada, Texas, and Virginia - as well as the District of Columbia and the Territory of Guam. After 31 years of operation, U.S.VETS has engaged more than 200,000 veterans, helped more than 67,000 veterans have a place to call home and placed 18,000 veterans into employment. Annually the organization serves over 12,000 veterans and their families and

Part III. Staffing

Section 1a: Staffing Description

Describe the overall staffing pattern, including the roles and responsibilities for each position listed in the Staffing Chart below. List the target populations served through each position.

The staffing for this project will include a variety of full time and leveraged positions serving veterans experiencing homelessness with behavioral challenges to include mental illness and substance abuse. A total of 11 service provider positions will be supporting the implementation and ongoing supervision of the housing program. Staff providing direct services to the Homekey+ units are Case Managers and Residential Support Coordinator (Veteran Assistant/Support Specialist) totaling 2 FTE. Leveraged staff will include Outreach/Intake Specialist, Program Manager, Operations Manager, and Executive Director. Additionally, through support of CalVet Healthcare Initiative Mental Health Support funding to launch behavioral health positions to be sustained through medical billing, U.S.VETS plans to leverage Clinical Supervisor and Therapist roles to provide mental health services. The Case Manager reports directly to the Program Coordinator of the U.S.VETS program and is responsible for providing guidance to veterans to achieve their highest level of independence. Case Managers will foster a collaborative process which assesses, plans, implements, coordinates, monitors, and evaluates the selection of services to optimally meet each individual clients' needs. Case Managers will be responsible for HMIS data entry and CoC coordination with the support of leveraged staff. The Residential Service Coordinator assists in the daily implementation of day-to-day basic residential services including monitoring of the facility after business hours, ensuring basic needs are met, responding to emergencies, addressing maintenance issues, serving as staff liaison for Veterans Council of residents, coordinating activities, and facilitating a therapeutic community environment. The Outreach Specialist provides outreach services by visiting locations where veterans experiencing homelessness reside such as encampments and shelters and collaborate with community partners to engage veterans in need of housing and services. This role is responsible for connecting veterans experiencing homelessness or imminently at-risk of homeless to resources and housing to include this project. Additionally Outreach staff collaborate with the CoC, Coordinated Entry System, Veterans Affairs Medical Center, Housing Authority, and other entities to assist veterans through the housing application process making a warm hand-off to Property Management to determine eligibility and complete the leasing process. All other leverage positions will be supporting the program through other supplementary program services that will contribute to overall positive outcomes of veterans served.

Section 1b: Staffing Chart

List all staff positions that will provide services to the tenants of the Homekey+ Assisted Units. Include any staff positions of partnering organizations who have committed time to the Project. Include the services coordination staff. For each position, list the position title, minimum requirements, the full-time equivalent (FTE), the organization under which the position resides, and the location of the position (on-site or off-site). Do not include staff which serve non-Homekey+ Units and supervisors, peer support positions, or HMIS Administration positions. If a staff position serves both tenants in Homekey+ and non-Homekey+ units, include only that portion (i.e., % FTE) of the staff position dedicated to Homekey+ Assisted Units. Attach a copy of each positions duty statement, if these documents are available.

NOTE: Indicate which staff position will be responsible for Homeless Management Information System data entry and CoC coordination.

Title	Minimum requirements	Total FTE:	3.0	Employing Organization	Location
List each staff position	List minimum required staff preparation include (education & experience).	Indicate FTE staff positions for Homekey+ units (half-time is 0.5)		List which organization will employ each staff position	Select "On-Site" or "Off-Site"
Case Manager	<ul style="list-style-type: none"> Bachelor's Degree required. Degree in Social Work, Psychology, Counseling, or other related social service field Strong oral and written communication skills Professional manner and appearance Ability to work independently and within a team 	1.50		Lead Service Provider	On-Site
Service Coordinator (Veteran Assistant/Support Specialist)	<ul style="list-style-type: none"> Bachelor's Degree preferred Ability to work independently and collaboratively Ability to communicate and coordination with other facility staff Basic computer literacy Must be energetic, dedicated to the mission and flexible 	0.50		Lead Service Provider	On-Site
On Site Maintenance	<ul style="list-style-type: none"> Ability to lift up to 50 pounds, have manual dexterity with both hands and arms, climb ladders, and stairs on a daily basis. Moving heavy objects, such as, furniture and major appliances on a daily basis may be necessary. Ability to speak, read, write and understand English. Be able to comply with both written and verbal instructions given in English 	0.50		Property Manager	On-Site
On site Manager	<ul style="list-style-type: none"> Competent in basic computer skills, typing, spelling, telephone techniques and basic mathematics Ability to speak, read, write and understand English. Be able to comply with both written and verbal instructions given in English Ability to follow the Injury and Illness Prevention Plan, and have the ability to read 	0.50		Property Manager	On-Site

File Name:	23. LSP resumes	Provide resumes of Supportive Services staff who will be overseeing Case Managers on the Project. Not required for Assisted Units with Veterans Affairs Supportive Housing (HUD-VASH) vouchers	Uploaded to HCD?	Yes

Section 2: Staffing Ratios

1. Complete case manager staffing ratio chart to show how many staff are assigned per client (for example 2:1, 3:1, etc.). Include all case management. Provide only the number of ongoing direct service staff positions that will provide services to the tenants of the Homekey+ Assisted Units, (for example, case manager, psychiatric nurse, services coordinator, etc.). Do not include supervisors, peer support positions, or HMIS Administration positions.

Population Type:	Chronically Homeless (cannot exceed 20 to 1 ratio)	Homeless (cannot exceed 15 to 1 ratio)	At-Risk of Homelessness (cannot exceed 40 to 1 ratio)	Homeless Youth, or Youth at Risk of Homelessness (cannot exceed 15 to 1 ratio)	Veterans Chronically Homeless (cannot exceed 20 to 1 ratio)	Veterans Homeless (cannot exceed 15 to 1 ratio)	Veterans At-Risk of Homelessness (cannot exceed 40 to 1 ratio)	Veterans Homeless Youth, or Youth at Risk of Homelessness (cannot exceed 15 to 1 ratio)	Totals Units
Units Serving Subpopulation	0	0	0	0	0	29	0	0	29
Staff Serving Subpopulation						2			2
Case Manager Ratio						14.5 to 1			14.5 to 1

Describe staffing ratio special circumstances below.

N/A

Part IV. Supportive Services and Property Management Budget

Provide a line item supportive services budget for the Project using the format below. Complete both income and expense portions of the budget on a yearly basis. Include all costs associated with implementing your SSP, including any in-kind services. Include income and expenses for all staff positions and partnering organizations who have committed time to the Project. Total expenses should equal total income. Add expense item categories & lines as necessary. Don't include costs associated with providing services in non-Homekey+ Assisted Units. If costs are associated with both Homekey+ & non-Homekey+ Assisted Units, include only the Homekey+ Assisted Units portion.

Staff Salaries: List by title of position. (This list must match the Staffing Chart above.)

Expense Item	FTE	Amount	Type	Funding Status	% of Total Budget
On-Site Manager(s)	0.50	\$38,928	Cash	Intend to Fund or Provide	144.75%
On-Site Assistant Manager(s)	0.00	\$0			0.00%
Supportive Services Staff Supervisor(s)	0.00	\$0			0.00%
Supportive Services Coordinator, On-Site	0.50	\$19,636	Cash	Intend to Fund or Provide	73.01%
Other Supportive Services Staff (inc. Case Manager)	1.50	\$49,818	Cash	Intend to Fund or Provide	185.24%
On-Site Maintenance Employee(s)	0.50	\$32,143	Cash	Intend to Fund or Provide	119.52%
On-Site Leasing Agent/Administrative Employee(s)	0.00	\$0			0.00%
On-Site Security Employee(s)	0.00	\$0			0.00%
Other (specify)	0.00	\$0			0.00%
Other (specify)	0.00	\$0			0.00%
Other (specify)	0.00	\$0			0.00%
Other (specify)	0.00	\$0			0.00%
Fringe Benefits		\$25,000			92.96%
Total Staff Expenses		\$165,525			615.47%

Expense Item	Amount	Type	Funding Status	% of Total Budget
Tenant Transportation (per SSP)	\$2,079	Cash	Intend to Fund or Provide	7.73%
Staff training (per SSP)	\$1,155	Cash	Intend to Fund or Provide	4.29%
Equipment	\$0			0.00%
Supplies	\$1,386	Cash	Intend to Fund or Provide	5.15%
Travel	\$1,386	Cash	Intend to Fund or Provide	5.15%
Office Rent/Occupancy Costs (don't include rent/leasing)	\$0			0.00%
Training	\$0			0.00%
Other Supportive Services Costs (Insurance)	\$4,647	Cash	Intend to Fund or Provide	17.28%
Other Supportive Services Costs (Benefits/Telecomm.)	\$16,241	Cash	Intend to Fund or Provide	60.39%
Supportive Services Admin Overhead	\$0			0.00%
Security Contract	\$0			0.00%
Total Expenses	\$26,894			100.00%

Part V. Property Management Plans and Tenant Selection

Section 1: Property Management Plans and Tenant Selection

The Property Management Plan and tenant selection policies submitted with the Homekey+ application will be evaluated for the following consistent with state Housing First requirements. These documents must identify, describe, and utilize Housing First and low-barrier tenant selection processes that prioritize those with the highest needs for available housing. The descriptions of the use of Housing First and tenant selection in this SSP must be consistent with the Property Management Plan and the tenant selection policies. The Property Management Plan and tenant selection policies should address the following and be consistent with state Housing First requirements, as well as and other Homekey+ program requirements:

1. Applicant eligibility and screening standards	Included in Property Management Plan?	Yes
2. Confidentiality	Included in Property Management Plan?	Yes
3. Substance abuse policy	Included in Property Management Plan?	Yes

4. Communication between property manager and supportive services staff	Included in Property Management Plan?	Yes		
5. Eviction policies and eviction prevention procedures	Included in Property Management Plan?	Yes		
6. Process for assisting tenants to apply for different forms of cash and non-cash benefits to aid the household in retaining their housing, if needed	Included in Property Management Plan?	Yes		
7. How applicants and residents will be assisted in making reasonable accommodation requests, in coordination with the services provider and persuasive to outside entities, such as Housing Authorities, to ensure that persons with disabilities have access to and can maintain housing	Included in Property Management Plan?	Yes		
8. Policies and practices to facilitate Voluntary Moving On strategies	Included in Property Management Plan?	Yes		
9. Appeal and Grievance Procedures	Included in Property Management Plan?	Yes		
10. Payment of rent by residents during periods of hospitalization.	Included in Property Management Plan?	Yes		
11. Coordination with property management for resolution of complaints from tenants or on behalf of tenants.	Included in Property Management Plan?	Yes		
12. Use of best practices in service delivery for each unique Target Population served by the Project, including but not limited to critical time intervention; trauma-informed care and de-escalation; motivational interviewing; peer support; case conferencing; and providing care in a culturally competent manner.	Included in Property Management Plan?	Yes		
13. Supportive Services for Youth Assisted Units must also include a Positive Youth Development (PYD) model and trauma-informed care. Services may include, but are not limited to, case management, income supports, educational and employment counseling, life skills, legal assistance, health and wellness, and family connection services. Youth Assisted Units occupied by a tenant over age 25 shall be replaced with a comparable unit in the same Project, if available. When a tenant older than 25 moves out of a unit restricted for Youth, the Youth Assisted Unit shall go back to serving Homeless Youth.	Included in Property Management Plan?	N/A		
File Name	24. Property Management Plan	Submit Property Management Plan and Tenant Selection Policies	Uploaded to HCD?	Yes

Part VI. Measurable Outcomes and Plan for Evaluation

Specific target populations will likely have varying outcomes and evaluation strategies. List outcomes and evaluations plans specific to each target population.

Section 1: Measurable Outcomes

Outcomes are what you expect to happen for the people served by your Project. Outcomes are sometimes called results. Outcome objectives are time-specific measurable goals that identify how you know if you are achieving your desired results. Outcome objectives are sometimes called outcome benchmarks or indicators. Categorize the outcomes for your Project into the following three categories:

Category	Outcomes	Outcome Objectives
Residential Stability: Tenants maintain permanent housing (see examples in cell comments to the right)	80% of veterans in this housing project will maintain permanent housing by having access to safety net and wrap around services.	To decrease the amount of at-risk homelessness amongst veterans in the program
Increased Skills and/or Income: Tenants gain job-related skills, participate in job-related training and/or education, gain stipend part-time or full-time supported employment, gain access to mainstream service/income support Programs for which they are eligible (see examples in cell comments to the right)	80% of veterans in this housing project will have access to Workforce development services and be screened for needed supports.	To increase skills and income among veteran population
Greater Self-Determination: Tenants gain daily living skills and ability to plan and advocate for themselves to maximize independence and self-sufficiency (see examples in cell comments to the right)	100% of veterans in this housing project will have access to self supportive classes, trainings, and resources to increase their independence and self reliance	To increase independent living skills.
Other (specify)		

Section 2: Plan for Evaluation

Describe your evaluation plan, including how you intend to collect, track and analyze data on the effectiveness of your Project, including the outcomes Projected above. Indicate who will analyze the data and perform your Program evaluation. (e.g., staff, consultant, etc.).

U.S.VETS will collect data through our agency internal electronic case record system (MCR) with the support of Data Entry staff who will track the information monthly to ensure the program is on task for meeting its measurable outcomes. Data will also be entered into HMIS. Individual progress is evaluated regularly by the Case Manager and veteran during case management sessions with progress notes entered in MCR. Participation in services and referrals made are also documented in MCR to track access. At exit from the project, staff will document exit destination, income, mainstream supports, and other key information to track outcomes. Effectiveness of services and project performance is measured on a quarterly basis in order to indicate progression toward residential stability, increased income/skills, and greater self-determination. Quantitative data is rigorously collected from first assessment to exit. A 22-item program performance report is used to track data on residential stability and employment/economic stability and provides important usage statistics. Rich qualitative data plays a vital role in capturing the more intimate experiences of the veteran, such as their sense of wellbeing and self-determination. Progress towards goals is assessed through monthly performance and fiscal reporting that is overseen by the Executive Director of U.S.VETS and Vice Presidents. Reports will be generated from MCR and HMIS and reviewed by supervisors and management.

Applicant Comments

N/A

End of Document

Project Name	U.S. VETS - E Street	Number of Project Units:	30
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HCD Reserve Requirements

Replacement Reserve Calculator UMR §8309

(a)	0.6% of New construction costs (structures excluding contractor profit, overhead, and general requirements and insurance):	\$12,068,669	\$72,412
	\$500 per unit: (This is a placeholder for rehab projects and may be subject to higher amount)	\$500	\$15,000
(b)	Replacement Reserve Amount = <i>New construction: lesser of (a) and (b); Rehab: (b)</i>		\$15,000
	HCD Required Replacement Reserve Amount - <i>included in "Operating budget" tab</i>		\$15,000

Operating Reserve Calculator

1	Total Operating Expenses Excluding On-Site Service Coordinator Salaries.		TAX CREDIT Project 3 Month Reserve Required	NON-TAX CREDIT Project 4 Month Reserve Required	
	(a) Total Operating Expenses:	\$358,548	\$84,728	\$112,971	
	(b) Minus: On-Site Service Coordinator Salaries:	\$19,636			
	Amount subject to reserve calculation: (a - b)		\$338,912		
2	Replacement Reserve amount from above: (Cell AJ10)		\$15,000	\$3,750	
	Debt Service (including all HCD 0.42% Fees and Bond Issuer Fee)			\$5,000	
3	Name of Lender		Annual Debt Service Amount	TAX CREDIT Project 3 Month Reserve Required	NON-TAX CREDIT Project 4 Month Reserve Required
		<i>Operating Budget cells (D138 to D147)</i>			
		1st Mortgage Debt Service	\$0	\$0	\$0
		2nd Mortgage Debt Service	\$0	\$0	\$0
		3rd Mortgage Debt Service	\$0	\$0	\$0
		Other HCD .42% (VHHP)	\$18,591	\$4,648	\$6,197
		Other HCD .42% (Specify)	\$0	\$0	\$0
		Bond Issuer Fee	\$0	\$0	\$0
		Miscellaneous Financial Expenses (specify)	\$0	\$0	\$0
		Miscellaneous Financial Expenses (specify)	\$0	\$0	\$0
		Miscellaneous Financial Expenses (specify)	\$0	\$0	\$0
		Miscellaneous Financial Expenses (specify)	\$0	\$0	\$0
	Other (Specify)		\$0	\$0	
	Totals	\$18,591	\$4,648	\$6,197	
	UMR Required Operating Reserve Amount:		\$93,126	\$124,168	

If Reserve amounts are different than the required amount, enter Reserve amounts and how they are calculated below:

Transition Reserve Pool Fee Calculator Pooled Transition Reserve Policy

Does the Project propose use of Project-based rental assistance?	No
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Construction Hard Cost Contingency Calculator UMR §8310

(i) Where the Department is providing construction-period financing, the minimum budgeted construction contingency must be 5 percent of construction costs for new construction projects and 10 percent of construction costs for rehabilitation and conversion projects.

From "Dev Budget" sheet - Offsite Improvements	\$298,515.00	Project Development Type: <input type="text" value="New Construction"/>	0.05986
From "Dev Budget" sheet - Site Work	\$2,229,390.00		
From "Dev Budget" sheet - Structures	\$7,483,362.00	Does the Project meet the hard contingency costs between 5 and 10 percent? <input checked="" type="checkbox"/> TRUE	
From "Dev Budget" sheet - General Requirements	\$830,182.00		
From "Dev Budget" sheet - Contractor Overhead	\$521,580.00		
From "Dev Budget" sheet - Contractor Profit	\$347,720.00		
From "Dev Budget" sheet - Hard Cost Contingency	\$701,024.00		

Applicant Comments with regards to "Construction Hard Cost Contingency Calculator" UMR §8310

Builder Overhead, Profit, and General Requirements Calculator UMR §8311

(c) Builder overhead, profit and general requirements shall be limited in accordance with California Code of Regulations, Title 4, Section 10327, which states, "An overall cost limitation of fourteen percent (14%) of the cost of construction shall apply to builder overhead, profit, and general requirements, excluding builder's general liability insurance."

From "Dev Budget" sheet - Site Work	\$2,229,390.00	Does the Project meet the overall cost limitation of fourteen percent (14%)? <input checked="" type="checkbox"/> TRUE	0.13495
From "Dev Budget" sheet - Structures	\$7,483,362.00		
From "Dev Budget" sheet - General Requirements	\$830,182.00	0.06815	
From "Dev Budget" sheet - Contractor Overhead	\$521,580.00	0.04008	
From "Dev Budget" sheet - Contractor Profit	\$347,720.00	0.02672	
From "Dev Budget" sheet - Prevailing Wage	\$2,170,917.00		
From "Dev Budget" sheet - General Liability Insurance	\$416,450.00		
From "Dev Budget" sheet - Demolition	\$0.00		
From "Dev Budget" sheet - Offsite Improvements	\$298,515.00		

Applicant Comments with regards to "Construction Hard Cost Contingency Calculator" UMR §8311

[Supportive Services Cost Limits per HCD Administrative Notice 24-05](#)

NOTE: This Supportive Services Cost Limit tool is only used for projects subject to the 2017 UMRs or subsequent amendments. Complete all yellow shaded cells.

Has or will this Project receive HCD HOME, HOME-ARP, or NHTF funding:	No	Has or will this Project receive only HCD VHHP funding:	Yes
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UMR §8301(t): "Supportive Services" - social, health, educational, income support and employment services and benefits, coordination of community building and educational activities, individualized needs assessment, and individualized assistance with obtaining services and benefits.

UMR §8301(u): "Supportive Services Costs" - the costs of providing tenants service coordination, case management, and direct resident and Supportive Services. It includes: (1) the cost of providing tenants with information on and referral to social, health, educational, income support and employment services and benefits, coordination of community building and educational activities, individualized needs assessment, and individualized assistance with obtaining services and benefits; (2) salaries, benefits, contracted services, telecommunication expenses, travel costs, supplies, office expenses, staff training, maintenance of on-site equipment used in services programs, such as computer labs, incidental costs related to resident events, and other similar costs approved by the Department.

a. Supportive Services Units:	Total number units:	30	Certification Year - select budget reporting period year:	2025	Total Units	Max PUPY Expense	Max Costs
(1) Total number of units: (A) for supportive housing restricted to individuals or families experiencing chronic homelessness or homelessness, as defined consistent with Health and Safety Code (HSC) §50675.14 ¹ ; and (B) for supportive housing units restricted to occupancy by special needs populations under HCD programs subject to Administrative Notice 24-05 ("Special needs population" has the same meaning as set forth in individual program guidelines); units anticipated to be restricted to individuals or families experiencing chronic homelessness as defined consistent with HSC §50675.14. ¹ For units assisted by the HCD Veterans Housing and Homelessness Prevention (VHHP) program, this category includes Supportive Housing Units restricted to Veterans who are experiencing Chronic Homelessness, units restricted to persons who are experiencing Chronic Homelessness by another public agency program, Supportive Housing Units restricted to Veterans with a Disability Experiencing Homelessness, and other Units restricted to persons who are Veterans with a Disability Experiencing Homelessness. (Capitalized terms in this footnote have the same meaning as those set forth in the VHHP guidelines.) For Homekey+ Assisted Units, this category includes Permanent Supportive Housing units restricted to the Homekey+ Target Population as defined by Article VII of the NOFA.					29	\$10,000	\$290,000
(2) Total number of other units ² where the Sponsor, their affiliate, or a service provider under contract to provide Supportive Services at the Project has both: (A) qualified staff devoted exclusively to oversight and quality control of resident services in affordable housing, including the Project; and (B) a system to track and report on tenant outcomes, such as changes in employment status and income. Do not include units counted in category (1) above. ² For units assisted by the VHHP program, this category includes Units that are restricted to Extremely Low-Income households, but not to Veterans who are experiencing Chronic Homelessness or Veterans with a Disability Experiencing Homelessness. (Capitalized terms in this footnote have the same meaning as those set forth in the VHHP guidelines.)					0	\$4,000	\$0
(3) Except as noted below for the VHHP program, total number of units where the Sponsor, their affiliate, or a service provider under contract does not satisfy the requirements set forth in subsection (2) above ³ . Do not include units counted in categories (1) and (2) above. ³ For units assisted by the VHHP program, the amount for this category of units will remain as currently allowed under this program.					0	\$997	\$0
(4) Maximum Supportive Services Costs					29		\$290,000

b. Budgeted Supportive Services Costs

		Max Allowable Amt
(1) Staff Supervisor(s) Salaries - <i>may not exceed 15% of on-site staff salaries*</i> (b)(1)	\$0	<===== \$10,418
(2) On-Site Services Coordinator Salaries	\$19,636	
(3) On-Site other Supportive Services Staff Salaries	\$49,818	
(4) Tenant Transportation (per SSP)	\$2,079	
(5) Staff training (per SSP)	\$1,155	
(6) Equipment	\$0	
(7) Supplies	\$1,386	
(8) Travel	\$1,386	
(9) Office Rent/Occupancy Costs (don't include rent/leasing costs for SH units)	\$0	
(10) Training	\$0	
(11) Other Supportive Services Costs (Insurance)	\$4,647	
(12) Other Supportive Services Costs (Benefits/Telecomm.)	\$16,241	
(13) Supportive Services Administrative Overhead - <i>may not exceed 15% of Total Supportive Services Costs*</i> (b)(2)	\$0	<===== \$14,452
(14) Total Budgeted Supportive Services Costs	\$96,348	<===== \$290,000

Applicant comments:

End of Document

Program Threshold Requirements

Article III. Threshold and Scoring Criteria

§300. Threshold Requirements

Applicants acknowledges that to be eligible to receive Homekey+ funding, all applications must meet the threshold requirements of this Section. HCD reserves the right to request clarification of unclear or ambiguous statements made in an application and other supporting documents.

- i. Applicant(s) acknowledges that Applications may be submitted independently by an Eligible Applicant, as defined in §200 and Article VII. Alternatively, each Eligible Applicant may apply jointly with a Co-Applicant, as specified.

Applicant(s) acknowledges that no additions of Co-Applicants or special purpose entities will be considered subsequent to the date of application, including after Standard Agreement execution.

§200. Eligible Applicants

- iii. Pursuant to CA HSC § 50237 and 50241, HHAP Homekey+ Supplemental eligible applicants are:

- a. California's 14 largest cities with a population of 300,000 or more as of January 1, 2022.

Is the Applicant or Co-Applicant one of these 14 largest cities, mentioned below, with a population of 300,000 or more as of January 1, 2022?

Anaheim Irvine Oakland San Diego Santa Ana
 Bakersfield Long Beach Riverside San Francisco Stockton
 Fresno Los Angeles Sacramento San Jose

- b. California's 58 Counties

County

- c. The entities in a. and b. must have:

- 1 A compliant housing element as defined in Government Code §65589.9, at the time a Homekey+ application is submitted; and Applicant(s) certifies to have a compliant housing element as defined in Government Code §65589.9.

- 2 An approved HHAP regionally coordinated homelessness action plan.

Applicant(s) certifies to have an approved HHAP regionally coordinated homelessness action plan.

- d. Tribal Entities

- ii. Applicant(s) certifies that the proposed Projects must serve persons qualifying or households that include persons qualifying as members of the Target Population?

- iii. Applicant(s) certifies to submit a completed application workbook with all worksheets, documents and supplemental information.

- iv. Applicant(s) certifies to include a Project-specific Supportive Services Plan, that shall be consistent with any representations made in the application, and it shall meet the Homekey+ Program Requirements noted in NOFA §302?

Make sure to complete the "Supportive Services Plan" sheet.

- v. Project Ownership Structure submitted with the application workbook that demonstrates the relationship of the Applicants, Co-applicants and project entities within the ownership structure.

Article VI – Definitions

xxxix. "Project Ownership Structure" means a Project-specific entity organizational chart that shows the ownership relationship between the Project Applicants and all Project entities (including the special purpose entity). This document is used by HCD to connect the Project Ownership Structure with the provided legal organizational documents (i.e. Operating Agreement, Limited Partnership Agreement, By Laws, etc.) to ensure the Primary Applicant or Co-Applicant has legal control over the Project site. This is NOT a staff organizational chart. The Project Ownership Structure chart must be provided with the application.

File Name	26. Project Ownership Structure	Provide a "Project Ownership Structure" chart.	Uploaded to HCD?	Yes
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- vi. Applicant(s) certifies to submit all required documents from each Eligible Applicant and Co-Applicant as applicable, including but not limited to:

A duly executed resolution authorizing the entity to apply for funds and to participate in the Homekey+ Program in connection with each discrete Project; attested to by a person other than the person identified as the authorized signatory. If there is more than one authorized signatory identified, state whether one or all signatories are required to submit and execute program documents. If the application is being signed by a designee of the authorized signatory, the Applicant must also submit a designee letter or other proof of signing authority. The resolutions should materially comport with the Homekey+ resolution templates that will be available on the Homekey+ website when the application is released.

- b. Organizational documents supporting the resolutions submitted with the application. Eligible Applicants are exempted from this requirement. Notwithstanding the foregoing, HCD reserves the right to request additional documentation at any point to verify any entity's authority and/or organizational structure. For a complete list of organizational documents, refer to Appendix B.

NOTE: These documents are requested at "Project Overview" sheet under the Applicant and Co-Applicant entity names.

- vii. Applicants shall provide a written non-discrimination policy that complies with the requirements in §508 - Accessibility and Non-Discrimination.

File Name	27. Non-Discrimination Policy	Provide a non-discrimination policy.	Uploaded to HCD?	Yes
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Applications shall provide a statement how the Project will address equity that must answer the following question: **What specific actions will the Applicant take to ensure equitable access to housing and services for groups that are overrepresented among residents experiencing homelessness in its jurisdiction and region ?**

- viii. Examples of what applicants should consider include race, ethnicity, age (e.g. youth, elderly), disability status, LGBTQ+ status, etc. The response shall reference the latest Continuum of Care (CoC) Homelessness Management Information System (HMIS) demographics data to explain. Please see the Homekey+ website for the template at the time of Application release.

[Homekey + website](#)

File Name	28. Equity Statement	Provide Racial & Gender Equity statement by answering the above question.	Uploaded to HCD?	Yes
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Applications shall provide a statement how the Project will engage the Target Population that must answer the following question: **How did/will the Applicant engage with the Target Population to inform the design of the Project operations and Supportive Services ?** Please see Homekey+ website for guidance documents at the time of Application release.

[Homekey + website](#)

File Name	29. Engaging the Target Population Statement	Provide a response to the question above.	Uploaded to HCD?	Yes
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- x. The Applicant shall have site control of the property at the time of application, and such control shall not be contingent on the approval of any other party. The status and nature of the Applicant's title and interest in the property shall be subject to HCD's approval. Site control may be evidenced by one of the following:

Site Control UMR §8303 and §8316

At time of application, does Applicant, or its wholly controlled affiliate have site control pursuant to UMR §8303?						<input type="button" value="Yes"/>
Type of site control:	Date	Expires	Extensions Available	Purchase Price	Total Land Area	
Fee Title	6/22/2017	N/A	N/A		0.79	acres
						acres
						acres
						acres
						acres
						acres
						acres
Current owner	Current owner street address		City	State	Zip code	

U.S.VETS - E Street LLC	1351 N E Street	San Bernardino	CA	92405

Below, provide details for unusual site control special circumstances, and for applications with multiple or non-contiguous parcels, scattered sites, lot line adjustments, air rights parceling, phased projects, or other complex land transactions, including unique value calculations and explanations as applicable:

Site was donated to U.S.VETS - E Street for the development of affordable housing for homeless veterans from the Jewish National Fund in 2017.

Below, describe planned and completed property transfers occurring in connection with development of the proposed Project.

Land was donated to U.S.VETS in 2017 for the development of the proposed Project.

Ground Lease planned? No

File Name	30. Site Control	Documentation of site control in accordance with UMR §8303, including a summary explanation of site control and values for applications with multiple or non-contiguous parcels, scattered sites, lot line adjustments, phased projects, or other complex land and acquisition transactions, see Article III, §300(x)(a-h).	Uploaded to HCD?	Yes
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§300(h). For Applicants proposing sites that will require a use change, lot split or other local approvals for permanent housing, include a commitment and plan to facilitate or expedite those processes, to not delay expenditure and occupancy requirements.

Does the proposed Project require a use change, lot split or other local approvals for permanent housing? Yes

File Name	33. Project Use Change - Lot Split	For Projects that require a use change, lot split or other local approvals for permanent housing, include a commitment and plan to facilitate or expedite those processes, to not delay expenditure and occupancy requirements.	Uploaded to HCD?	Yes
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xi. A preliminary title report for each site, dated within 90 days of application submission.

File Name	34. Preliminary Title Report	Provide a preliminary report dated within 90 days of application due date. For projects developed in Indian country, an attorney's opinion regarding chain of title and current title status is acceptable in lieu of a title report.	Uploaded to HCD?	Yes
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Applicant(s) certifies to provide a detailed development plan that supports acquisition of a site, completion of rehabilitation or construction, occupancy, and fund expenditure before all program deadlines, factoring in entitlements, permits, procurement, potential construction delays and supply chain issues, and demonstrates evidence of strong organizational and financial capacity to develop the Project. Please see Homekey+ website for guidance at the time of application release.

File Name	35. Development Plan	Provide a detailed development plan that supports acquisition of a site, completion of rehabilitation or construction, occupancy, and fund expenditure before all program deadlines, factoring in entitlements, permits, procurement, potential construction delays and supply chain issues, and demonstrates evidence of strong organizational and financial capacity to develop the Project.	Uploaded to HCD?	Yes
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Applicants shall provide an appraisal for each site if necessary, prepared no earlier than 12 months prior to application submission date for all Projects seeking acquisition funds from Homekey+ or if property value will be used as local match. The appraisal must comply with the Homekey+ requirements outlined in the Homekey+ Appraisal Guidance document, which will be available on the Homekey+ website.

File Name	36. Appraisal	Applicants shall provide an appraisal prepared no earlier than 12 months prior to application submission date for all Projects seeking acquisition funds from Homekey+ or if property value will be used as local match. The appraisal must comply with the Homekey+ requirements outlined in the Homekey+ Appraisal Guidance document, which will be available on the Homekey+ website.	Uploaded to HCD?	Yes
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Add comments with regards to Appraisal. [Homekey+ Appraisal Guidance.](#)
N/A

xv. For Projects seeking funding for master leasing and purchase of Affordability Covenants, Applicant shall provide a market study prepared no earlier than 12 months prior to application submission which conforms to TCAC guidelines, and/or a rent roll, and/or other supporting documentation.

Is the Applicant(s) seeking funding for master leasing and purchase of Affordability Covenants? No

xvii. Applicant(s) acknowledges all Projects seeking funding for Rehabilitation and new construction are required to submit a Phase I Environmental Site Assessment (ESA) which was prepared or updated no earlier than 12 months prior to application submission?

File Name	40. Env. Report 1	Environmental Site Assessment Phase I (prepared or updated no earlier than 12 months prior to the application due date).	Uploaded to HCD?	Yes
File Name	41. Env. Report 2	If Environmental Site Assessment Phase I requires a Phase II study, submit a Phase II (prepared or updated no earlier than 12 months prior to the application due date).	Uploaded to HCD?	N/A

xviii. Relocation Assistance Narrative. Applicant shall submit a concise, sufficiently detailed narrative to demonstrate its consideration of, and early engagement with, applicable relocation assistance laws and requirements. An Applicant's unsupported conclusion that relocation law does not apply or that the Project Site is vacant does not sufficiently demonstrate such consideration and engagement. The Applicant must support any representation that relocation law does not apply or that the Project Site is vacant by including either an explanation that supports this representation or supporting documentation that establishes that the property is vacant. This Relocation Assistance Narrative will be evaluated by HCD to determine whether a relocation plan is required by law or whether a certificate of no-relocation can be issued.

The Relocation Assistance Narrative does not take the place of these two documents. Grantee shall submit either a relocation plan or a certificate of no-relocation as a condition of disbursement. See §507 and Homekey+ website for more information and template, which will be uploaded when the application is released. [Template on the Homekey website.](#)

File Name	42. Relocation narrative	Applicant's Relocation Assistance Narrative shall include or identify the following: §300(xviii)(a-i)	Uploaded to HCD?	Yes
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xviii. Applicant(s) certifies to provide all Enforceable Funding Commitments (EFCs) as defined by Article VII (xviii) for: Yes

- a. Development costs with specific funding sources, including federal, state, local, private, or philanthropic sources for the proposed Project.
- b. Rental subsidies, operations, and service costs with specific funding sources, including federal, state, local, private, or philanthropic sources for ongoing sustainability. For projects applying for a program operating Award (see §206) EFCs must be fully committed to match the numbers of years of the operating award. Please see §305(3)(a) for potential points and the Homekey+ website for EFC templates, which will be posted at the time of application release. [Homekey + website](#)

File Name	43. EFC #1, EFC #2, etc.	Provide a letter or other document for all funding commitments for development and operating sources.	Uploaded to HCD?	Yes
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xix Applicant(s) acknowledges that the Eligible Applicant or Co-Applicant applying for Homekey+ funding is the entity that HCD relies upon for experience and capacity, and will control the Project during acquisition, development, and occupancy? Yes

Indicate the name of the Eligible Applicant or Co-Applicant the Department can rely on for experience and capacity: Kingdom Development, Inc.

The Eligible Applicant or Co-Applicant shall demonstrate the following minimum experience and capacity requirements:

- a. Development, ownership, or operation of a Project similar in scope and size to the proposed Project; or development, ownership, or operation of at least two affordable rental housing Projects in the last 10 years, with at least one of those Projects containing at least one unit housing a tenant or who qualifies as a member of the Target Population.

Applicant(s) certifies that it has successfully Developed, owned, or operated a Project similar in scope and size to the proposed Project? Yes

Project Name	Project Address (Complete address)	Entity proving experience	Experience Type	Population served	Latest date developed, owned, or operated
North Coast Terrace	428 N. Weitzel, Oceanside, CA 92054	Kingdom Development, Inc.	Operated	Homeless	6/1/2018

Provide a detail description of the Project similarities in scope and size to the proposed Project.

Both projects, North Coast Terrace and U.S.VETS - E Street, are new construction projects, similar in size (~30 units) with a target population of homeless veterans suffering mental illnesses, behavioral health, substance abuse, and/or chronic health conditions.

- b. The property manager and Lead Service Provider (LSP) shall have three or more years of experience serving persons of the Target Population. If a property manager or LSP is not yet selected for the proposed Project, the Eligible Applicant shall certify that this requirement will be reflected in any future solicitation or memorandum of understanding.

Has the Applicant(s) selected a **property manager** for the proposed Project? Yes

Project Name	Project Address (Complete address)	Property Manager name	Housing type	Experience Type	Population served	# of years serving
Arena Hotel	817 The Alameda, San Jose, CA 95126	Denise Quesnell	Permanent Housing	Operated	Homeless	2
Hillcrest Inn	3754 5th Avenue, San Diego, CA 92103	Leslie Ornelas	Permanent Housing	Operated	Homeless	4
Valley Vista	1865 Hotel Circle Drive, San Diego, CA 92108	Crystal Brouns	Permanent Housing	Operated	Homeless	3
Mason Hotel	1345 5th Ave, San Diego, CA 92101	Joseph Cannon	Permanent Housing	Operated	Homeless	11
Parker Kier	2172 Front Street, San Diego, CA 92101	Joseph Cannon	Permanent Housing	Operated	At-Risk of Homelessness	11

Has the Applicant(s) selected a **Lead Service Provider** for the proposed Project? Yes

Project Name	Project Address (Complete address)	Service Provider name	Housing type	Experience Type	Population served	# of years serving
March Veterans Village	15305 6th Street, Riverside, CA 92518	U.S.VETS	Permanent Housing	Developed	Homeless	7
West LA VA Building 207	11401 Vandergrift Ave., Los Angeles, CA 90025	U.S.VETS	Permanent Housing	Operated	Homeless	2
Cabrillo Plaza PHD	2001 River Ave., Long Beach, CA 90810	U.S.VETS	Permanent Housing	Operated	Homeless	23
Veterans Permanent Supportive Housing San Bernardino	937 S. Via Lata Suite 100, Colton, CA 92324 (scattered sites units)	U.S.VETS	Permanent Housing	Developed	Homeless	opened 10/202
Ventura Springs	10866 Morning Glory Rd., Ventura, CA 93004	U.S.VETS	Permanent Housing	Owned	Homeless	8

- c. Statement confirming experience administering a Project in accordance with the core components of Housing First (Welfare & Institutions Code § 8255).

File Name	44. Housing First Statement	Provide relevant experience administering a Project in accordance with the core components of Housing First (Welfare & Institutions Code § 8255).	Uploaded to HCD?	Yes
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- d. Current capacity to develop, own, and operate the proposed Project. For purposes of satisfying this requirement, an Applicant has "capacity" if it has adequate staff, capital, assets, and other resources to efficiently meet the operational needs of the Project; to maintain the fiscal integrity of the Project; and to satisfy all legal requirements and obligations in connection with the Project. Evidence of permanent supportive housing experience and capacity must be reasonably acceptable to the Department in form and substance.

Applicant(s) certifies to have current capacity to develop, own, and operate the proposed Project. Yes

Development Team Staffing Chart
(Project Executive and key Project Staff)

Staff Type	Employee / Consultant full name	Position Title and Employer	Full time / Part time	% of time dedicated to this Project
Employee	Darryl Vincent	CEO and President/U.S.VETS	Full Time	10.00%
Employee	Dan Warzenski	CFO/U.S.VETS	Full Time	10.00%
Employee	Jessica Rohac	VP of Compliance/U.S.VETS	Full Time	10.00%
Employee	Larry Williams	VP of Programs/U.S.VETS	Full Time	10.00%
Employee	Kim Cook	VP of Clinical Services/U.S.VETS	Full Time	10.00%
Employee	Lori Allgood	Vice President/U.S.VETS Chief Operating Officer, U.S.VETS Housing Corporation	Full Time	40.00%
Employee	Desiree Rivera	Operations Manager	Full Time	30.00%
Employee	Aranya Huour	Program Manager	Full Time	30.00%
Employee	Joe Lee	Permanent Supportive Housing Coordinator	Full Time	30.00%
Employee	Nicole Murray	Executive Director	Full Time	20.00%

Employee	Juan Gomez	Veterans Service Coordinator	Full Time	30.00%
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Applicant or Co-Applicant that the Department can rely on for experience and capacity. Provide a statement of permanent supportive housing experience.

As the nation's leading nonprofit with boots on the ground combating America's veteran homelessness crisis head-on, U.S.VETS serves more than 11,000 veterans and their families each year.

xx Did the Eligible Applicant and all Co-Applicants attend a pre-application consultation with HCD prior to applying, as required in §401? Yes
 Date of pre-application consultation:

xxi One-for-one replacement of assisted housing.
 a. If the acquired housing or site is to be redeveloped/repositioned as part of the Local Public Entity's overall goal to address the needs of the Target Population and the community, the Applicant shall provide as part of the application a commitment to ensure one-for-one replacement of units.
 Will the acquired housing or site be redeveloped/repositioned as part of the Local Public Entity's overall goal to address the needs of the Target Population and the community? No

In addition to the Threshold Requirements above, Applicant(s) acknowledge, understand, and agree to comply, with the following sections of the 2024 Homekey+ NOFA.

§200 Affordability Covenant	Yes
§203 Allocations and Geographic Distribution	Yes
§204 Program Deadlines	Yes
§400 Application Process and Submission	Yes
§401 Required Pre-Application Consultation and Technical Assistance	Yes
§402 Award Process	Yes
§403 Appeals	Yes
§500 Veterans Assisted Units	Yes
§502 Gap Financing	Yes
§502 Homekey+ Gap Financing Terms, Deadlines, and Restrictions	Yes
§503 Article XXXIV	Yes
§511 Land Use	Yes
§512 State Requirements	Yes
§513 Grantee Liability	Yes
§600 Project Oversight	Yes
§601 Reporting	Yes
§602 Disbursement of Grant Funds	Yes
§603 Legal Documents	Yes
§604 Sales, Transfers, and Encumbrances	Yes
§605 Defaults and Grant Cancellations	Yes
§606 Insurance Requirements	Yes
APPENDIX A: Homekey+ Capital Contributions	Yes
APPENDIX B: Homekey+ Organizational Document Requirements	Yes
APPENDIX C: Homekey+ Streamlining	Yes
APPENDIX D: Homekey+ Grantee Publicity Guidelines	Yes

Applicant Comments

End of Document

Cash Flow Analysis

Is Income from Restricted Units based on Restricted or Proposed Rents?

Restrict

INCOME FROM HOUSING UNITS	Inflation	Year 1	Year 2	Year 3	Year 4
Restricted Unit Rents	2.5%	\$172,572	\$176,886	\$181,308	\$185,841
Unrestricted Units	2.5%	\$0	\$0	\$0	\$0
Rental Subsidy Program Name (Specify)	2.5%	\$0	\$0	\$0	\$0
Rental Subsidy Program Name (Specify)	2.5%	\$0	\$0	\$0	\$0
Rental Subsidy Program Name (Specify)		\$0			
Rental Subsidy Program Name (Specify)		\$0			
Operating Subsidies (Specify)	2.5%	\$0	\$0	\$0	\$0
Operating Subsidies (Specify)	2.5%	\$0	\$0	\$0	\$0
Operating Subsidies (Specify)	2.5%	\$0	\$0	\$0	\$0
Operating Subsidies (Capitalized Operating	2.5%	\$222,719	\$229,932	\$237,415	\$245,178
Operating Subsidies (Specify)					
Operating Subsidies (Specify)					
Operating Subsidies (Specify)					
Operating Subsidies (Specify)					
GROSS POTENTIAL INCOME - HOUSING		\$395,291	\$406,818	\$418,723	\$431,019

OTHER INCOME	Inflation	Year 1	Year 2	Year 3	Year 4
Laundry & Vending	2.5%	\$0	\$0	\$0	\$0
Other Income	2.5%	\$8,700	\$8,918	\$9,140	\$9,369
Commercial Income	2.5%	\$0	\$0	\$0	\$0
GROSS POTENTIAL INCOME - OTHER		\$8,700	\$8,918	\$9,140	\$9,369
GROSS POTENTIAL INCOME - TOTAL		\$403,991	\$415,736	\$427,864	\$440,388

VACANCY ASSUMPTIONS	Inflation	Year 1	Year 2	Year 3	Year 4
Vacancy Rate: Restricted Units	5.0%	\$8,629	\$8,844	\$9,065	\$9,292
Vacancy Rate: Unrestricted Units	5.0%	\$0	\$0	\$0	\$0
Vacancy Rate: Tenant Assistance Payments	5.0%	\$0	\$0	\$0	\$0
Vacancy Rate: Other (Specify)	5.0%	\$0	\$0	\$0	\$0
Vacancy Rate: Laundry & Vending & Other Income	5.0%	\$435	\$446	\$457	\$468
Vacancy Rate: Commercial Income	50.0%	\$0	\$0	\$0	\$0
TOTAL VACANCY LOSS		\$9,064	\$9,290	\$9,522	\$9,761
EFFECTIVE GROSS INCOME		\$394,927	\$406,446	\$418,341	\$430,628

OPERATING EXPENSES & RESERVE DEPOSITS	Inflation	Year 1	Year 2	Year 3	Year 4
Residential Exp. (w/o Real Estate Taxes & Sup. Services)	3.5%	\$257,700	\$266,720	\$276,055	\$285,717
Real Estate Taxes	2.0%	\$4,500	\$4,590	\$4,682	\$4,775
Supportive Services Costs	2.5%	\$96,348	\$98,757	\$101,226	\$103,756
Replacement Reserve	0.0%	\$15,000	\$15,000	\$15,000	\$15,000
Other Reserves	0.0%	\$0	\$0	\$0	\$0
Ground Lease	2.0%	\$0	\$0	\$0	\$0
Commercial Expenses	3.5%	\$0	\$0	\$0	\$0
TOTAL EXPENSES & RESERVES		\$373,548	\$385,066	\$396,962	\$409,248
NET OPERATING INCOME		\$21,379	\$21,379	\$21,379	\$21,379

DEBT SERVICE	Year 1	Year 2	Year 3	Year 4
1st Mortgage Debt Service	\$0	\$0	\$0	\$0
Bridge Loan (repaid from Investor equity)				
2nd Mortgage Debt Service	\$0	\$0	\$0	\$0
3rd Mortgage Debt Service	\$0	\$0	\$0	\$0
Other HCD .42% (VHHP)	\$18,591	\$18,591	\$18,591	\$18,591
Other HCD .42% (Specify)	\$0	\$0	\$0	\$0
Bond Issuer Fee	\$0	\$0	\$0	\$0
Miscellaneous Financial Expenses (specify)	\$0	\$0	\$0	\$0
Miscellaneous Financial Expenses (specify)	\$0	\$0	\$0	\$0
Miscellaneous Financial Expenses (specify)	\$0	\$0	\$0	\$0
Miscellaneous Financial Expenses (specify)	\$0	\$0	\$0	\$0
TOTAL REQUIRED DEBT SERVICE	\$18,591	\$18,591	\$18,591	\$18,591

CASH FLOW after all debt service	Year 1	Year 2	Year 3	Year 4
	\$2,789	\$2,789	\$2,789	\$2,789
DEBT SERVICE COVERAGE RATIO	1.15	1.15	1.15	1.15

USE OF CASHFLOW AFTER DEBT SERVICE	Year 1	Year 2	Year 3	Year 4
Asset Mgmt./ Similar Fees	\$2,789	\$2,789	\$2,789	\$2,789
Deferred Developer Fee prior to distributions & residual receipt payments	\$0	\$0	\$0	\$0
Cash available for residual receipts loans and sponsor/Applicant distributions	\$0	\$0	\$0	\$0
Sponsor Distributions 50%	\$0	\$0	\$0	\$0
HCD Residual Payment 50%	\$0	\$0	\$0	\$0
Other Residual Payments 0%	\$0	\$0	\$0	\$0
Other Residual Payments 0%	\$0	\$0	\$0	\$0
Other Residual Payments 0%	\$0	\$0	\$0	\$0
Other Residual Payments 0%	\$0	\$0	\$0	\$0
12% of Operating Expenses	\$43,026			
Asset Mgmt/Similar Fees 3.5%	\$20,000	\$20,700	\$21,425	\$22,174
Cumulative paid Deferred Dev. Fee	\$0	\$0	\$0	\$0

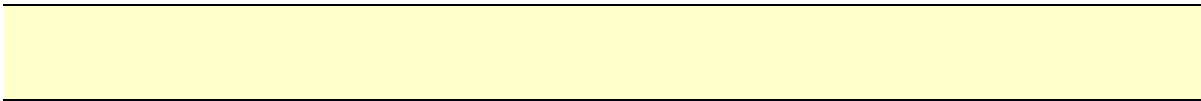
Total Deferred Developer Fee budgeted for payment prior to distributions and residual receipt payments	\$63,844
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Comments

Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$18,591	\$18,591	\$18,591	\$18,591	\$18,591	\$18,591	\$18,591	\$18,591
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$18,591	\$18,591	\$18,591	\$18,591	\$18,591	\$18,591	\$18,591	\$18,591

Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12
\$2,789	\$2,789	\$2,789	\$2,789	\$2,789	\$2,789	\$2,789	\$2,789
1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15

Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12
\$2,789	\$2,789	\$2,789	\$2,789	\$2,789	\$2,789	\$2,789	\$2,789
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$22,950	\$23,754	\$24,585	\$25,446	\$26,336	\$27,258	\$28,212	\$29,199
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0



Total Project/Self Score: **153.50**
 Total Possible Score: **176.00**

§305. Scoring Criteria

In addition to meeting the other minimum Homekey+ Program Requirements outlined in Article III, **Applicants must score a minimum of 100 points to be eligible for funding.** Points earned from the application scoring criteria will be incorporated into the project report and the Standard Agreement. Applicants should select criteria based on what accurately represents the Project and is achievable. By earning these points, the Applicant commits to the deliverable throughout the tenure of Homekey+ Project. Scores will be based on the following:

1. Site Control (Up to 20 Points)

Identification of the site suitable for development and evidence of site control, or a plan and timeline for obtaining site control along with other supporting evidence (e.g., letter of intent, an exclusive negotiating agreement, ground lease, etc.). **NOTE: §300-303 of this NOFA further outline site control requirements related to specific Project type.**

Type of site control	1	Fee Title	20
Type of site control	2		
Type of site control	3		
Type of site control	4		
Type of site control	5		

20
20

2. Cost Containment (Up to 15 Points)

For any Project where the average total cost per Assisted Unit is below baseline per door of \$200,000, one (1) point will be assigned for every \$10,000 under the baseline amount. **(up to 10points)**

Total Units Total Development Costs Average total cost per Assisted Unit Points Assigned

Utilizing Publicly Owned Land: **5 points** will be awarded to Project that is located on a site selected under Excess Sites (**Executive Order N-06-19**) or any land declared as Surplus Land by a local agency.

New Construction or Conversion Project?

Is Project located on a site selected under Excess Sites (**Executive Order N-06-19**) or any land declared as Surplus Land by a local agency?

10
10
0
No

3. Sustained Operating Leverage (Up to 45 Points)

Documented commitment of non-Homekey+ rental or operating subsidies (including funded services) that will be used to maintain the ongoing affordability and sustainability of operations of the Project. Sources include, but not limited to, Project-based vouchers, VASH vouchers, Mainstream vouchers, Faircloth to RAD conversions, tenant-based vouchers, or locally funded rental assistance.

Score is based on weighted subsidy type, percentage of costs covered, and length of commitment. Applications will need to score at least 10 points to be prioritized by the Homekey+ Program. See §400 on the process and determination for Projects that will be prioritized in Homekey+.

Does the proposed project score at least 10 points to be prioritized by the Homekey+ Program .

- Project operation subsidies: Up to one (1) point for each year through year fifteen (15). **(up to 15 points)**

Applicant certifies that for each point assigned below, documentation meeting the EFC requirements in Article VII of this NOFA will be provide along with the Application for verification/score purposes?

35
15.00
Yes
Yes

Complete sheets "Operating Budget" & "Cash Flow) before this chart.		Yearly score -->			1.00	1.00	1.00	1.00	1.00	1.00	1.00
Subsidy Name	Subsidy Type	Weight	Years	# Units	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
N/A					0	0	0	0	0	0	0
N/A					0	0	0	0	0	0	0
N/A					0	0	0	0	0	0	0
N/A					0	0	0	0	0	0	0
N/A					0	0	0	0	0	0	0
N/A					0	0	0	0	0	0	0
N/A					0	0	0	0	0	0	0
Operating Subsidies (Capitalized Opera	Committed Operating Subsidy	1.00	55	29	222,719	229,932	237,415	245,178	253,231	261,585	270,251
N/A					0	0	0	0	0	0	0
N/A					0	0	0	0	0	0	0
N/A					0	0	0	0	0	0	0
N/A					0	0	0	0	0	0	0
Funding Required					183,212	189,972	196,991	204,278	211,843	219,697	227,850
Gap					0	0	0	0	0	0	0

b. Homekey+ Award Utilization:

Applications that request less Homekey+ Operating Award than the Maximum Eligible Award amount will earn more points. Applications that do not request an operating Award will automatically earn 20 points. **(up to 20 points)** 20

- Two (2) points for each 10% increment of Maximum Eligible Homekey+ Operating Award not utilized.

Maximum Eligible Award amount (for this Project) for Homekey operating funds. \$0

Homekey+ Operating Award/request for this Project \$0 Percentage of Unutilized Amount 0.00%

- No Homekey+ Operating Award Requested **(20 points)** Applicant requesting an operating Homekey+ subsidy award No

c. Mental Health Services Act or Behavioral Health Services Act funds committed to the Project as evidenced by a letter from the local county behavioral health department meeting the EFC requirements in Article VII of this NOFA. (10 points) 0

Does the Applicant have a Mental Health Services Act or Behavioral Health Services Act funds committed to the Project? No

4. Experience and Coordination (Up to 40 Points) 40

a. Demonstration of Applicant or member(s) of development team's experience in development, ownership, or operation of a Project(s) similar in scope and size to the proposed Project. NOTE: §300-303 of this NOFA further outline threshold experience requirements.

- Five (5) points awarded for each additional Project beyond the base threshold requirement (development, ownership, or operation of affordable rental housing or interim Projects in the last ten (10) years serving at least one member of the Target Population). **(up to 15 points)** 15

Does the Applicants have additional Projects beyond the base threshold requirement (development, ownership, or operation of affordable rental housing or interim Projects in the last ten (10) years serving at least one member of the Target Population)? Yes

Project Name and Address	Project Development Type	Total Development Costs	Type of Tax Credits	# of Units	Housing Type	Target Population	Other Population Type(s)	# of Units restricted to Target Population	Applicants responsibilities	Completion of Development, Ownership dates, or Operation dates.
1 North Coast Terrace 428 N. Weitzel, Oceanside, CA 92054	New Construction	~17.44M	0.09	32	Affordable Rental	Homeless	Homeless with mental illness, substance	22	Ownership	Completion 6/2018 Ownership 2016 - current
2 Danny's Home for Heroes 4856 West Avenue L-14, Quartz Hill, CA	New Construction	~27.29M	0.04	36	Affordable Rental	Homeless	Homeless, at risk of homelessness, and	35	Ownership	Completion 11/2024 Ownership 2021 - current
3 Breezewood 1560 S. Escondido Blvd., Escondido, CA 92025	New Construction	~12.03M	0.09	24	Affordable Rental	Homeless	Homeless with mental illness, substance	23	Ownership	Completion 6/2017 Ownership 2024 - current

Documented evidence of LSP's experience helping persons address barriers to housing stability and providing other support services, not necessarily within a housing Project. The LSP may be an Applicant, or a member of the development team described in Applicant's response to point category 4.c., below. LSP experience must be with the specific population(s) with Behavioral Health Challenges housed within the Homekey+ units to count toward points in this section (e.g., families, singles, veterans, Homeless Youth, Chronically Homeless) and must describe how the Supportive Services are culturally and linguistically competent for persons of different races, ethnicities, sexual orientations, gender identities, gender expressions, ages, and disabilities. **NOTE: §300-303 of this NOFA further outline threshold experience requirements.**

- One point awarded for each year of service experience, after 3 years. (up to 10 points)

10

How many lines/rows would you need to show the LSP experience? 5

Name of the LSP providing experience	Exp. Not within a housing project?	Project Name and Address	Project completion date	Date LSP started providing services.	Project Development Type	# of Units	Housing Type	Target Population	Other Population Type(s)	# of Units restricted to Target Population	Years providing services
1 U.S.VETS	No	March Veterans Village Building #1, 15305 6th St., March ARB, CA	3/1/2022	3/1/2022	New Construction	16.00	Affordable Rental	Veterans	At Risk Homeless, Chronically Homeless	16	3.00
2 U.S.VETS	No	March Veterans Village Building #2 & 3, 15105 6th St., March ARB, CA	3/1/2018	3/1/2018	New Construction	138.00	Affordable Rental	Veterans	Homeless, Chronically Homeless	138	7.00
3 U.S.VETS	No	Ventura Springs, 10866 Morning Glory Rd., Ventura, CA 93004	10/4/2024	10/4/2024	New Construction	120.00	Affordable Rental	Homeless	Veterans, At Risk Homeless, Chronically	120	1.00
4 U.S.VETS	No	West LA VA Building 207, 11401 Vandergriфт Ave., Los Angeles, CA 90025	3/1/2023	3/1/2023	New Construction & Acq/Rehab	59.00	Affordable Rental	Veterans	Homeless, Chronically Homeless	59	2.00
5 U.S.VETS	No	Cabrillo Plaza, 2001 River Ave., Long Beach, CA 90810	1/1/2000	1/1/2000	New Construction & Acq/Rehab	34.00	Affordable Rental	Homeless	Veterans, Chronically Homeless	34	25.00

Commitment letter(s), MOU(s) or other formal agreement between the Primary and Co-Applicant(s) and/or other involved partners documenting how the complete development and management team (which includes the Applicant, developer, property manager, LSP, etc.) are connected and will work together on the Project. Applicants are encouraged to complete due diligence checklists to ensure all members of the team are aware of roles and responsibilities. (15 Points)

15

File Name:	52. Commitment Letters, MOU(s) or other formal agreement	Provide documentation as stated above, be sure to include all as described therein this section.	Uploaded to HCD?	Yes
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5. Community Impact (Up to 40 Points) 40

a. Assisted Units include units for large family housing types (10 points) 10

- At least 25% of the Assisted Units in the Project shall be two-bedroom or larger units, consistent with **TCAC Regulations (4 CCR § 10325(g)(1)(A-I))**, (10 points)
Points will be provided based on just this single **TCAC Regulation (4 CCR § 10325(g)(1)(A))**. Applicants should still meet to meet the below (B-H)

Percentage of Assisted Units with **two-bedroom** or larges Units 27.59%

Applicant(s) certifies that one-bedroom Low-Income Units must include at least 450 square feet and two bedroom Low-Income Units must include at least 700 square feet of living space. Three-bedroom Low-Income Units shall include at least 900 square feet of living space and four-bedroom Low-Income Units shall include at least 1,100 square feet of living space, unless these restrictions conflict with the requirements of another governmental agency to which the project is subject to approval. These limits may be waived for rehabilitation projects, at the discretion of the Executive Director prior to the application submission. Bedrooms shall be large enough to accommodate two persons each and living areas shall be adequately sized to accommodate families based on two persons per bedroom; Yes

b. Applicant waives any potential accommodation by HCD to increase income limits at year 15 from the recordation of the Affordability Covenant, as described in §304(iii). (up to 20 points) 20

Applicants certifies to waive any potential accommodation by HCD to increase income limits at year 15 from the recordation of the Affordability Covenant, as described in §304(iii). Yes

Select "Yes" to **only one** of the items below, leave all other blank or "No" answer.

Total Homekey Assisted Units	Number of Homekey" Assisted Units being waived for potential accommodation as described above.
29	
- At least 25% of Assisted Units restricted (3 points)	
- At least 50% of Assisted Units restricted (5 points)	
- At least 75% of Assisted Units restricted (10 points)	
- 100% of Assisted Units restricted (20 points)	29

c. The extent to which the Project commits to being accessible to persons with disabilities. (up to 10 points) 10

- Exceeds the state and federal accessibility requirements set forth in §508, specifically providing a minimum of 15 percent of units with features accessible to persons with mobility disabilities, as defined in 24 C.F.R. §8.22 and the parallel ADAAG 2010 and CBC provisions; (5 points)

Number of Units that Exceeds the state and federal accessibility requirements for persons with mobility disabilities 5 17% of total Project Units

- A minimum of 10 percent of units with features accessible to persons with hearing or vision disabilities, as defined in 24 CFR Part 8.22 and the parallel ADAAG 2010 and CBC Chapter 11B provisions. (5 points)

Number of Units that Exceeds the state and federal accessibility requirements for persons with hearing or vision disabilities 3 10% of total Project Units

6. Site Selection (Up to 40 Points) 9

File Name:	53. Amenities Map	If applicable, provide a radius map with the amenities identified by markers	Uploaded to HCD?	Yes
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Site Selection (Up to 12 points; for Rural Projects: up to 16 points; for Youth Projects: up to 15 points) 4

a. Is the Project site located within 1/2 mile of a bus rapid transit station, light rail station, commuter rail station, ferry terminal, bus station, or public bus stop? (4 points) Yes

The Project site is in proximity to essential services:

b. Grocery store – a full-scale grocery store/supermarket where staples, fresh meat, and fresh produce are sold. (up to 2 points) 1.00

The Project site is in proximity to Within 1 mile radius

NOTE: If applying for TCAC, it is advisable that the grocery store be at least 25,000 gross interior square feet.

c. Health facility – a medical clinic (not merely a private doctor's office) with a physician, physician's assistant, or nurse practitioner on-site for a minimum of 40 hours each week, or hospital (health facilities operated by Veterans Health Administration qualify if project is veteran serving). (up to 1 point) 0.50

The Project site is in proximity to
NOTE: A qualifying medical clinic must accept Medi-Cal payments, or Medicare payments, or Health Care for the Homeless, or have an equally comprehensive subsidy program for low-income patients.

- d. Library – a book-lending public library. (up to 1 point)
The Project site is in proximity to
- e. Pharmacy – may be included in a grocery store or health facility. (up to 2 points)
The Project site is in proximity to
- f. A public park or a community center accessible to the general public. (up to 1 point)
The Project site is in proximity to
- g. High speed internet service, with a minimum average download speed of 25 megabits/second must be made available to each Unit for a minimum of 15 years, free of charge to the tenants, and available within six months of the Project's placed-in-service date. Documentation of internet availability must be included in the application. (up to 3 points)
At proposed Project site, Applicants certifies to provide High speed internet service as described above?
- h. For Projects with units serving Homeless Youth: community colleges, universities, trade schools, apprenticeship programs, employment programs, childcare centers for parenting youth, and/or community centers for youth (e.g., LGBTQ+ centers, drop-in youth centers). (up to 2 points)
Number of Homekey Assisted Units for Homeless Youth Are there at least **two amenities** located within 1 mile radius as described above?
- 7. Relocation Impacts (Up to -20 Points)
 - a. For any Project resulting in the permanent displacement of residents (not businesses or farm operations).
Does the proposed Project trigger State Relocation Assistance Law? Total Project Units
Will the proposed Project be resulting in the **permanent** displacement of residents?
- 8. Negative Points
 - a. Negative Points assessed by HCD to the Applicant pursuant to the Department's [Negative Points Policy](#).

General NOTE: In the event of program oversubscription, where Applicants have the same score and the same date and time stamp, HCD may consider additional criteria as a tiebreaker, including, but not limited to, cost-effectiveness, community impact (i.e. meeting the needs of individuals with behavioral health challenges), affirmatively furthering fair housing, innovative housing types, tenant stability and proximity to transit, and services and amenities.

HCD 2024 Developer Fee Calculator - 04/03/2024

TCAC regulations - 04/03/2024

Project Name: U.S. VETS - E Street
Project Phase: Origination

[ADMINISTRATIVE NOTICE NO. 24-03](#)

Per "ADMINISTRATIVE NOTICE NO. 24-03", does the proposed Project have a previous HCD award to which the new Developer Fee not apply?

Yes

Applicant must use the Developer Fee calculations already in place from its previous HCD award, **do not alter** those previous calculations when entering data at the following sheets in this Application; "Dev Sources", "Dev Budget SU", and "Cash Flow".

2025 TCAC Threshold Basis Limit (TBL) for HCD Developer Fee UMR §8312(b)&(c) and HCD High Cost Test for HCD Limits on Development Costs 2017 UMR §8311(a) & (b) Complete all yellow shaded cells below.

Project Name: U.S. VETS - E Street County: San Bernardino Project's Proposed Tax Credits: None
HCD Phase: Origination

Unit Size	2025 TCAC Threshold Basis Limits (TBL)	# of Units	Basis x Number of Units	TOTAL UNADJUSTED THRESHOLD BASIS LIMIT (TBL):	\$11,936,868
SRO/Studio	\$324,988	0	\$0	TOTAL HCD ADJ. THRESHOLD BASIS LIMIT:	\$15,841,100
1 Bedroom	\$374,708	21	\$7,868,868	Adjusted Threshold Basis Limit multiplied by 160%:	\$25,345,760
2 Bedrooms	\$452,000	9	\$4,068,000	HCD HIGH COST TEST RESULT FOR: U.S. VETS - E Street	0%
3 Bedrooms	\$578,560	0	\$0		
4+ Bedrooms	\$644,552	0	\$0	Total Eligible Basis	\$0

Manager Units in Project:	1	TOTAL UNITS:	30
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ADJUSTMENTS Cal Code of Reg §10327(c)(5)(A-F)

(A)	Adjustment for Projects paid in whole or part out of public funds subject to a legal requirement for the payment of state or federal prevailing wages or financed in part by a labor-affiliated organization requiring the employment of construction workers who are paid at least state or federal prevailing wages (20%).	Yes	\$2,387,374
(A)	For Projects certifies that (1) they are subject to a Project labor agreement within the meaning of §2500(b)(1) of the Public Contract Code, or (2) they will use a skilled and trained workforce as defined by §25536.7 of the Health and Safety Code to perform all onsite work within an apprenticeable occupation in the building and construction trades (5%).	No	\$0
(B)	For New construction Projects required to provide parking beneath residential units (not "tuck under" parking) or through construction of an on-site parking structure of two or more levels (10%).	No	\$0
(C)	For Projects where a day care center is part of the development (2%).	No	\$0
(D)	For Projects where 100 percent of the units are for Special Needs populations (2%).	Yes	\$238,737
(E)	Project applying under §10325 or §10326 of the TCAC regulations that includes one or more of the features below (up to 10%).	No	\$0
(F)	Project requires seismic upgrading of existing structures, and/or requires toxic or other environmental mitigation as certified by the Project architect/ engineer (lesser of costs or 15% basis adjustment).	No	\$0
(F)	If Yes, select type of work: _____ Enter Certified Costs of Work: _____		
(G)	Local development impact fees required to be paid to local government entities. Certification from local entities assessing fees also required. WAIVED IMPACT FEES ARE INELIGIBLE.	Yes	\$84,434 <i>Please Enter Amount Above.</i>
(H)	Projects where at least 95% of the Project's upper floor units are serviced by an elevator (10%).	Yes	\$1,193,687
(I)	Projects wherein at least 95% of the building(s) is constructed as Type I as defined in the California Building Code, in which case, the Type III 10% increase below is not allowed (15%).	No	\$0
(J)	Projects wherein at least 95% of the building(s) is constructed as (1) a Type III as defined in the California Building Code, or (2) a Type III/Type I combination, in which case, the Type I 15% increase above is not be allowed (10%).	No	\$0
(K)	Projects within a county with an unadjusted 9% threshold basis limit for a 2-bedroom unit equal or less than \$500,000 and within a census tract designated on the TCAC/HCD Opportunity Map as Highest or High Resource (10%).	No	\$0
(K)	County Eligibility: Yes TCAC/HCD Opportunity Area Map Tract ID #: 06071005502 Opportunity Map Resource Level: Low Resource		

End of Document

2025 BASIS LIMITS

County	SRO & STUDIO	1 BEDROOM	2 BEDROOMS	3 BEDROOMS	4+ BEDROOMS
Alameda	\$473,390	\$545,814	\$658,400	\$842,752	\$938,878
Alpine	\$352,022	\$405,878	\$489,600	\$626,688	\$698,170
Amador	\$352,022	\$405,878	\$489,600	\$626,688	\$698,170
Butte	\$319,236	\$368,076	\$444,000	\$568,320	\$633,144
Calaveras	\$352,022	\$405,878	\$489,600	\$626,688	\$698,170
Colusa	\$352,022	\$405,878	\$489,600	\$626,688	\$698,170
Contra Costa	\$473,390	\$545,814	\$658,400	\$842,752	\$938,878
Del Norte	\$352,022	\$405,878	\$489,600	\$626,688	\$698,170
El Dorado	\$331,890	\$382,666	\$461,600	\$590,848	\$658,242
Fresno	\$307,732	\$354,812	\$428,000	\$547,840	\$610,328
Glenn	\$352,022	\$405,878	\$489,600	\$626,688	\$698,170
Humboldt	\$352,022	\$405,878	\$489,600	\$626,688	\$698,170
Imperial	\$324,988	\$374,708	\$452,000	\$578,560	\$644,552
Inyo	\$352,022	\$405,878	\$489,600	\$626,688	\$698,170
Kern	\$307,732	\$354,812	\$428,000	\$547,840	\$610,328
Kings	\$307,732	\$354,812	\$428,000	\$547,840	\$610,328
Lake	\$352,022	\$405,878	\$489,600	\$626,688	\$698,170
Lassen	\$352,022	\$405,878	\$489,600	\$626,688	\$698,170
Los Angeles	\$437,727	\$504,695	\$608,800	\$779,264	\$868,149
San Francisco	\$689,665	\$795,177	\$959,200	\$1,227,776	\$1,367,819
San Joaquin	\$307,732	\$354,812	\$428,000	\$547,840	\$610,328
San Luis Obispo	\$404,366	\$466,230	\$562,400	\$719,872	\$801,982
San Mateo	\$532,060	\$613,460	\$740,000	\$947,200	\$1,055,240
Santa Barbara	\$404,366	\$466,230	\$562,400	\$719,872	\$801,982
Santa Clara	\$532,060	\$613,460	\$740,000	\$947,200	\$1,055,240
Santa Cruz	\$404,366	\$466,230	\$562,400	\$719,872	\$801,982
Shasta	\$319,236	\$368,076	\$444,000	\$568,320	\$633,144
Sierra	\$352,022	\$405,878	\$489,600	\$626,688	\$698,170
Siskiyou	\$352,022	\$405,878	\$489,600	\$626,688	\$698,170
Solano	\$384,234	\$443,018	\$534,400	\$684,032	\$762,054
Sonoma	\$384,234	\$443,018	\$534,400	\$684,032	\$762,054
Stanislaus	\$307,732	\$354,812	\$428,000	\$547,840	\$610,328
Sutter	\$331,890	\$382,666	\$461,600	\$590,848	\$658,242
Tehama	\$352,022	\$405,878	\$489,600	\$626,688	\$698,170
Trinity	\$352,022	\$405,878	\$489,600	\$626,688	\$698,170
Tulare	\$307,732	\$354,812	\$428,000	\$547,840	\$610,328
Tuolumne	\$352,022	\$405,878	\$489,600	\$626,688	\$698,170
Ventura	\$404,366	\$466,230	\$562,400	\$719,872	\$801,982
Yolo	\$331,890	\$382,666	\$461,600	\$590,848	\$658,242
Yuba	\$331,890	\$382,666	\$461,600	\$590,848	\$658,242

Certification & Legal Disclosure

<p>On behalf of the entity identified in the signature block below, I certify that:</p> <p>1. The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct.</p> <p>2. I possess the legal authority to submit this application on behalf of the entity identified in the signature block.</p> <p>3. The following is a complete disclosure of all identities of interest - of all persons or entities, including affiliates, that will provide goods or services to the Project either (a) in one or more capacity or (b) that qualify as a "Related Party" to any person or entity that will provide goods or services to the Project. "Related Party" is defined in Section 10302 of the California Code of Regulations (CTCAC Regulations):</p> <p>U.S.VETS - E Street LLC will serve as the partnership's Administrative General Partner. Kingdom AO, LLC will serve as the partnership's Managing General Partner. U.S.VETS Housing Corporation is a member of U.S.VETS - E Street LLC and will serve as the Co-Applicant and Developer. Kingdom Development, Inc. is the sole member and Manager of Kingdom AO, LLC and will serve as Co-Applicant and financial advisor. San Bernardino County Community Development and Housing Department will serve as the Applicant. United States Veterans Initiative will serve as the project's lead service provider and Co-Applicant.</p>			
<p>4. As of the date of application, the Project, or the real property on which the Project is proposed (Property) is not party to or the subject of any claim or action at the State or Federal appellate level.</p>			
<p>5. I have disclosed and described below any claim or action undertaken which affects or potentially affects the feasibility of the Project. In addition, I acknowledge that all information in this application and attachments is public, and may be disclosed by the State.</p>			
Lori Allgood	Vice President		3/5/25
Printed Name	Title of Signatory	Signature	Date
Legal Disclosure			
<p>For purposes of the following questions, and with the exceptions noted below, the term "Applicant" shall include the applicant and joint applicant, and any subsidiary of the applicant or joint applicant if the subsidiary is involved in (for example, as a guarantor) or will be benefited by the application or the project.</p> <p>In addition to each of these entities themselves, the term "Applicant" shall also include the direct and indirect holders of more than ten percent (10%) of the ownership interests in the entity, as well as the officers, directors, principals and senior executives of the entity if the entity is a corporation, the general and limited partners of the entity if the entity is a partnership, and the members or managers of the entity if the entity is a limited liability company. For projects using tax-exempt bonds, it shall also include the individual who will be executing the bond purchase agreement.</p> <p>The following questions must be responded to for each entity and person qualifying as an "Applicant," or "joint applicant" as defined above.</p> <p>Explain all positive responses on a separate sheet and include with this questionnaire in the application.</p> <p>Exceptions:</p> <p>Public entity applicants without an ownership interest in the proposed project, including but not limited to cities, counties, and joint powers authorities with 100 or more members, are not required to respond to this questionnaire.</p> <p>Members of the boards of directors of non-profit corporations, including officers of the boards, are also not required to respond. However, chief executive officers (Executive Directors, Chief Executive Officers, Presidents or their equivalent) must respond, as must chief financial officers (Treasurers, Chief Financial Officers, or their equivalent).</p>			
Civil Matters			
1. Has the applicant filed a bankruptcy or receivership case or had a bankruptcy or receivership action commenced against it, defaulted on a loan or been foreclosed against in past ten years?			No
2. Is the applicant currently a party to, or been notified that it may become a party to, any civil litigation that may materially and adversely affect (a) the financial condition of the applicant's business, or (b) the project that is the subject of the application?			No
3. Have there been any administrative or civil settlements, decisions, or judgments against the applicant within the past ten years that materially and adversely affected (a) the financial condition of the applicant's business, or (b) the project that is the subject of the application?			No
4. Is the applicant currently subject to, or been notified that it may become subject to, any civil or administrative proceeding, examination, or investigation by a local, state or federal licensing or accreditation agency, a local, state or federal taxing authority, or a local, state or federal regulatory or enforcement agency?			No
5. In the past ten years, has the applicant been subject to any civil or administrative proceeding, examination, or investigation by a local, state or federal licensing or accreditation agency, a local, state or federal taxing authority, or a local, state or federal regulatory or enforcement agency that resulted in a settlement, decision, or judgment?			No
Criminal Matters			
6. Is the applicant currently a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, involving, or that could result in, felony charges against the applicant?			No
7. Is the applicant currently a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, involving, or that could result in, misdemeanor charges against the applicant for matters relating to the conduct of the applicant's business?			No
8. Is the applicant currently a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, involving, or that could result in, criminal charges (whether felony or misdemeanor) against the applicant for any financial or fraud related crime?			No
9. Is the applicant currently a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, that could materially affect the financial condition of the applicant's business?			No
10. Within the past ten years, has the applicant been convicted of any felony?			No
11. Within the past ten years, has the applicant been convicted of any misdemeanor related to the conduct of the applicant's business?			No
12. Within the past ten years, has the applicant been convicted of any misdemeanor for any financial or fraud related crime?			No
Lori Allgood	Vice President		3/5/25
Printed Name	Title of Signatory	Signature	Date

Local Approvals and Environmental Review Verification

To the Applicant: Submit this form to the agency or department of local government responsible for administration of the items listed. This form may be submitted to more than one agency or department if necessary. If an item is not required, include the reason why in box provided.

Project Applicant/Co-Applicant:	San Bernardino County Community Development & Housing Department
Applicant/Co-Applicant Address:	560 E Hospitality Ln.
Applicant/Co-Applicant City:	San Bernardino
Project Name:	U.S. VETS - E Street
Project Address/site:	1351 North E Street
Project City:	San Bernardino
Project County:	San Bernardino
Assessor Parcel Numbers (APNs):	0145-211-55

To the local jurisdiction: The Applicant named above has submitted an application to the State Dept. of Housing and Community Development (HCD) requesting funding for the Project named above, under the Homekey+ Program. Projects submitted for program funding are subject continuous, over the Counter basis, with exceptions noted in Section 400. Project readiness is a component of that process. Verification of items listed below will be used in evaluating Homekey+ applications.

Is this Project approved "by right"?

		No		
		Applicable for this Project	% Complete	Approved Date
CEQA Environmental Clearance is in progress, approved, or determined to be unnecessary	CEQA	Yes	99%	
NEPA Environmental Clearance is in progress, approved, or determined to be unnecessary	NEPA	No		

Specify in the box below, items not required and explain why (include documentation, if applicable):

The CEQA analysis was determined to be a Categorical Exemption under Section 15331 with the adoption of Resolution 2022-001 and approval of CUP 21-02. CUP 21-02 had expired, but has since been resubmitted and a new case number of CUP 25-04 has been assigned. Although an updated CEQA analysis will be performed for CUP 25-04, The City of San Bernardino Planning Division can confirm that there is 1) no changes to the project that would result in a significant impact and 2) no significant circumstances have changed for the project that would result in a severe impact. Therefore, the Categorical Exemption of Section 15332 for Infill Development

	Required for this Project?	Under Review?	Verified as Completed and date completed
All necessary, discretionary, and non-discretionary public land use approvals except building permits and other ministerial approvals are:	Yes	Yes	

Specify in the box below, items not required and explain why (include documentation, if applicable):

Dated: 2/27/2025

Statement Completed by (please print):	Michael Rosales
Signature:	
Title:	Senior Planner
Agency or Department:	Community Development and Housing Department - Planning Division City of San Bernardino
Agency or Department Address:	201B N. E Street, San Bernardino, CA
Agency or Department Phone:	909-384-5930

Full list of Uploads

Green checkmark =

X mark, means not a responsibility of the

FILE NAME		FILE DESCRIPTION	
HCD Excel Application			
File Name	01. HK Application Workbook	HK Application Excel Workbook.	Included
"Project Overview" Sheet/Tab			
File Name	02a. App1 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Included
File Name	02b. App1 Authorizing Resolution	Authorizing Resolution	Included
File Name	02c. App1 Signature Block	Signature Block - upload in Microsoft Word Document.	Included
File Name	02d. App1 TIN Form	Completed Government TIN form.	Included
File Name	03a. Co-App1 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Included
File Name	03b. Co-App1 OrgDoc1, Co-App1 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Included
File Name	03c. Co-App1 Authorizing Resolution	Authorizing Resolution	Included
File Name	03e. Co-App1 Signature Block	Signature Block - upload in Microsoft Word Document.	Included
File Name	03f. Co-App1 Cert of Good Standing	Dated 30 days or less from the application due date.	Included
File Name	03g. Co-App1 EIN Verification	EIN Verification (IRS form SS-4) (except jurisdictions)	Included
File Name	03h. Co-App1 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Included
File Name	03i. Co-App1 Payee Data Record	Completed Payee Data Record.	Included
File Name	03j. Co-App1 TIN Form	Completed Government TIN form (jurisdictions only).	Not Applicable
File Name	04a. Co-App2 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Included
File Name	04b. Co-App2 OrgDoc1, Co-App2 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Included
File Name	04c. Co-App2 Authorizing Resolution	Authorizing Resolution	Included
File Name	04e. Co-App2 Signature Block	Signature Block - upload in Microsoft Word Document.	Included
File Name	04f. Co-App2 Cert of Good Standing	Dated 30 days or less from the application due date.	Included
File Name	04g. Co-App2 EIN Verification	EIN Verification (IRS form SS-4) (except jurisdictions)	Included
File Name	04h. Co-App2 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Included
File Name	04i. Co-App2 Payee Data Record	Completed Payee Data Record.	Included
File Name	04j. Co-App2 TIN Form	Completed Government TIN form (jurisdictions only).	Not Applicable
File Name	05a. Co-App3 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Included
File Name	05b. Co-App3 OrgDoc1, Co-App3 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Included
File Name	05c. Co-App3 Authorizing Resolution	Authorizing Resolution	Included
File Name	05e. Co-App3 Signature Block	Signature Block - upload in Microsoft Word Document.	Included

File Name	05f. Co-App3 Cert of Good Standing	Dated 30 days or less from the application due date.	Included	✓
File Name	05g. Co-App3 EIN Verification	EIN Verification (IRS form SS-4) (except jurisdictions)	Included	✓
File Name	05h. Co-App3 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Included	✓
File Name	05i. Co-App3 Payee Data Record	Completed Payee Data Record.	Included	✓
File Name	05j. Co-App3 TIN Form	Completed Government TIN form (jurisdictions only).	Not Applicable	✗
File Name	06a. Co-App4 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Included	✓
File Name	06b. Co-App4 OrgDoc1, Co-App4 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Included	✓
File Name	06c. Co-App4 Authorizing Resolution	Authorizing Resolution	Included	✓
File Name	06e. Co-App4 Signature Block	Signature Block - upload in Microsoft Word Document.	Included	✓
File Name	06f. Co-App4 Cert of Good Standing	Dated 30 days or less from the application due date.	Included	✓
File Name	06g. Co-App4 EIN Verification	EIN Verification (IRS form SS-4) (except jurisdictions)	Included	✓
File Name	06h. Co-App4 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Included	✓
File Name	06i. Co-App4 Payee Data Record	Completed Payee Data Record.	Included	✓
File Name	06j. Co-App4 TIN Form	Completed Government TIN form (jurisdictions only).	Not Applicable	✗
File Name	07a. MGP Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Included	✓
File Name	07b. MGP OrgDoc1, MGP OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Included	✓
File Name	07c. MGP Resolution	Authorizing Resolution.	Included	✓
File Name	07e. MGP Signature Block	Signature Block - upload in Microsoft Word Document.	Included	✓
File Name	07f. MGP Cert of Good Standing	Dated 30 days or less from the application due date.	Included	✓
File Name	07g. MGP Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Included	✓
File Name	07h. MGP Payee Data Record	Completed Payee Data Record.	Included	✓
File Name	08a. AGP1 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Included	✓
File Name	08b. AGP1 OrgDoc1, AGP1 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Included	✓
File Name	08c. AGP1 Resolution	Authorizing Resolution.	Included	✓
File Name	08e. AGP1 Signature Block	Signature Block - upload in Microsoft Word Document.	Included	✓
File Name	08f. AGP1 Cert of Good Standing	Dated 30 days or less from the application due date.	Included	✓
File Name	08g. AGP1 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Included	✓
File Name	08h. AGP1 Payee Data Record	Completed Payee Data Record.	Included	✓
File Name	09a. AGP2 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Not Applicable	✗
File Name	09b. AGP2 OrgDoc1, AGP2 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Not Applicable	✗
File Name	09c. AGP2 Resolution	Authorizing Resolution.	Not Applicable	✗
File Name	09e. AGP2 Signature Block	Signature Block - upload in Microsoft Word Document.	Not Applicable	✗
File Name	09f. AGP2 Cert of Good Standing	Dated 30 days or less from the application due date.	Not Applicable	✗
File Name	09g. AGP2 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Not Applicable	✗
File Name	09h. AGP2 Payee Data Record	Completed Payee Data Record.	Not Applicable	✗
File Name	10a. MLLC Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Not Applicable	✗

File Name	10b. MLLC OrgDoc1, MLLC OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Not Applicable	✗
File Name	10c. MLLC Resolution	Authorizing Resolution.	Not Applicable	✗
File Name	10e. MLLC Signature Block	Signature Block - upload in Microsoft Word Document.	Not Applicable	✗
File Name	10f. MLLC Cert of Good Standing	Dated 30 days or less from the application due date.	Not Applicable	✗
File Name	10g. MLLC Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Not Applicable	✗
File Name	10h. MLLC Payee Data Record	Completed Payee Data Record.	Not Applicable	✗

File Name	11. LLC OA	Operating Agreement	Not Applicable	✗
File Name	11. LP-1	Certificate of Limited Partnership (LP-1)	Included	✓
File Name	11. LP-2	Amendment to Certificate of Limited Partnership (LP-2)	Not Applicable	✗
File Name	11. LPA	Limited Partnership Agreement	Included	✓

File Name	12. Letter local county BHD	Provide the Department with letter from the local county behavioral health department describing the support for the Project (capital, operating or service commitments, referrals, stakeholder collaboration, etc.)	Included	✓
File Name	13. Unsuccessful tax credit-bonds	Provide evidence if your unsuccessful application for tax credit/bonds.	Included	✓
File Name	14. Existing HCD Award	Provide a copy of your existing HCD award letter - Upload as Capital EFCs	Included	✓
File Name	15. Tax Credit Reservation	If the Project has already received a tax credit reservation, upload documentation - Upload as Capital EFCs	Not Applicable	✗
File Name	16. Utility allowance	Schedule of utility allowances.	Included	✓
File Name	17. CES Participation, CoC and Subsidy Form	Provide a plan for tenant selection, and it shall be reasonably detailed and comprehensive.	Not Applicable	✗
File Name	18. Relocation Plan	Relocation Plan.	Not Applicable	✗
File Name	19. CEQA	Copy of CEQA Determination Documents (if applicable).	Included	✓
File Name	20. NEPA	NEPA Authority to Use Grant Funds issued by the Responsible Entity if the project is proposing use of federal funds. Note: Not required at time of application, but required prior to disbursements.	Not Applicable	✗

"Max Funds & Unit Mix" Sheet/Tab

File Name	21. Funding Limit Exemption Form	Provide justification for the need in excess funding above the funding limits. Applicants asserting the Project is in a high-cost area shall provide data from HUD, the United States Census Bureau, or another authoritative source to validate the assertion.	Not Applicable	✗
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"Supportive Services Plan" Sheet/Tab

File Name:	22. LSP Contract	Lead Service Provider Contract, Agreement or Letter of Intent.	Not Applicable	✗
File Name:	22. LSP NonApplicant Contract	Lead Service Provider Contract, Agreement or Letter of Intent (non-Applicant provider).	Included	✓
File Name:	23. LSP resumes	Provide resumes of Supportive Services staff who will be overseeing Case Managers on the Project. Not required for Assisted Units with Veterans Affairs Supportive Housing (HUD-VASH) vouchers	Included	✓
File Name	24. Property Management Plan	Submit Property Management Plan and Tenant Selection Policies	Included	✓

"Threshold Requirements" Sheet/Tab

File Name	25. Tribal Entity Waiver	Modifications or waivers as provided for in HSC §50406, subdivision (p) (Assembly Bill 1010 (Chapter 660, Statutes of 2019).	Not Applicable	✗
File Name	26. Project Ownership Structure	Provide a "Project Ownership Structure" chart.	Included	✓

File Name	27. Non-Discrimination Policy	Provide a non-discrimination policy.	Included	✓
File Name	28. Equity Statement	Provide Racial & Gender Equity statement by answering the above question.	Included	✓
File Name	29. Engaging the Target Population Statement	Provide a response to the question above.	Included	✓
File Name	30. Site Control	Documentation of site control in accordance with UMR §8303, including a summary explanation of site control and values for applications with multiple or non-contiguous parcels, scattered sites, lot line adjustments, phased projects, or other complex land and acquisition transactions, see Article III, §300(x)(a-h).	Included	✓
File Name	31. Indian Country Verification	Documentation verifying land is located in Indian Country as defined by 18 USC 1151.	Not Applicable	✗
File Name	32. Fee or Trust Land Verification	Documentation verifying land is located on Fee or Trust Land.	Not Applicable	✗
File Name	33. Project Use Change - Lot Split	For Projects that require a use change, lot split or other local approvals for permanent housing, include a commitment and plan to facilitate or expedite those processes, to not delay expenditure and occupancy requirements.	Included	✓
File Name	34. Preliminary Title Report	Provide a preliminary report dated within 90 days of application due date. For projects developed in Indian country, an attorney's opinion regarding chain of title and current title status is acceptable in lieu of a title report.	Included	✓
File Name	35. Development Plan	Provide a detailed development plan that supports acquisition of a site, completion of rehabilitation or construction, occupancy, and fund expenditure before all program deadlines, factoring in entitlements, permits, procurement, potential construction delays and supply chain issues, and demonstrates evidence of strong organizational and financial capacity to develop the Project.	Included	✓
File Name	36. Appraisal	Applicants shall provide an appraisal prepared no earlier than 12 months prior to application submission date for all Projects seeking acquisition funds from Homekey+ or if property value will be used as local match. The appraisal must comply with the Homekey+ requirements outlined in the Homekey+ Appraisal Guidance document, which will be available on the Homekey+ website.	Included	✓

File Name	37. Rehab Description	Narrative description of current condition of structure(s) and overall scope of work.	Not Applicable	✗
File Name	38. PNA or CAN	PNA or CNA prepared by a qualified independent third-party contractor.	Not Applicable	✗
File Name	39. Market Study	Provide a Market Study dated within the 12 months from Application submission.	Not Applicable	✗
File Name	40. Env. Report 1	Environmental Site Assessment Phase I (prepared or updated no earlier than 12 months prior to the application due date).	Included	✓
File Name	41. Env. Report 2	If Environmental Site Assessment Phase I requires a Phase II study, submit a Phase II (prepared or updated no earlier than 12 months prior to the application due date).	Not Applicable	✗
File Name	42. Relocation narrative	Applicant's Relocation Assistance Narrative shall include or identify the following: §300(xvii)(a-i)	Included	✓
File Name	43. EFC #1, EFC #2, etc.	Provide a letter or other document for all funding commitments for development and operating sources.	Included	✓
File Name	44. Housing First Statement	Provide relevant experience administering a Project in accordance with the core components of Housing First (Welfare & Institutions Code § 8255).	Included	✓
File Name	45. One-for-one Replacement	Provide a letter of commitment to ensure one-for-one replacement of units.	Not Applicable	✗
File Name	46. Existing Unit Mix	Provide an existing unit mix of the current site including residential/commercial shared space. (Units, kitchens, rooms, bathrooms, Unit Amenities/Features, parking spaces, etc.	Not Applicable	✗
File Name	47. Aerial Site Map	Provide an aerial map indicating the original target housing location and all proposed housing location(s).	Included	✗
File Name	48. Justification outside the neighborhood	Provide justification explaining why it is necessary to locate this replacement housing outside the target neighborhood (i.e., offsite) and how doing so supports and enables the Target Population to maintain housing.	Not Applicable	✗

"Scoring" Sheet/Tab

File Name:	49. Excess state-owned property	Provide documentation/agreement for ground lease with the state to create affordable housing on Excess state-owned property.	Not Applicable	✗
File Name:	50. Local Surplus Land	Provide documentation that the proposed Project is located on a site designated as surplus land by a local government. For written compliance with the Surplus Land Act – either an exempt surplus findings letter or standard surplus disposition findings letter from HCD.	Not Applicable	✗
File Name:	51. MHSA/BHSA letter	Provide a letter from the local county behavioral health department meeting the EFC requirements in Article VII of this NOFA.	Not Applicable	✗
File Name:	52. Commitment Letters, MOU(s) or other formal agreement	Provide documentation as stated above, be sure to include all as described therein this section.	Included	✓
File Name:	53. Amenities Map	If applicable, provide a radius map with the amenities identified by markers	Included	✓
File Name:	54. High Speed Internet	Provide documentation of high speed internet availability.	Not Applicable	✗

"Certification & Legal" Sheet/Tab

File Name	55. Cert-Legal Explanation	Letter of explanation for any "Yes" answers or red shaded items above. Copy this sheet and upload separate from the application.	Included	✗
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OTHER

File Name	56. Other 1, Other 2, Other 3, etc.	Any other documentation that would assist HCD to understand and/or assist with Threshold, Scoring, or Program Requirements.	Included	✓ Only if ap
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Application Development Team (ADT) Support Form V2 3/10/25

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

Full Name:	Michelle Johnson	Date Requested:	3/19/25	Application Version Date:	3/10/25
Organization:	Kingdom Development, Inc.	Email:	michelle@kingdomdevelopment.net	Contact Phone:	504-427-6118

Issue #	Sheet/Tab name	Section	Cell#	Describe the issue/error or suggestion	Urgency	ADT Status	Status Date
1	Development Sources	Development Sources - Permanent Totals	I3	The permanent totals populating are not including the deferred developer fees from G45, which creates a discrepancy between the construction and permanent totals.	High		
2	Supportive Services Plan	Part IV.	AI179	This column appears to be comparing the cost to the service budget only, creating a huge number that does not appear to be what HCD is asking for.	High		
3							
4							
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6							
7							
8							
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10							