



AGENDA AND NOTICE OF THE SPECIAL MEETING OF THE  
SAN GABRIEL VALLEY REGIONAL HOUSING TRUST FUND BOARD OF  
DIRECTORS

**TUESDAY, JANUARY 10, 2023 – 1:00 P.M.**

**Teleconference Meeting**

**Zoom Link: <https://us06web.zoom.us/j/88946091914>**

**Livestream Available at: <https://youtu.be/YkvZ1XFAzb4>**

**SGVRHT Officers**

*Chair*

Jed Leano

*Vice-Chair*

Becky Shevlin

**Jurisdictional  
Representatives**

*Northeast Representative*  
Gary Boyer, Glendora

*Northwest Representative*  
Becky Shevlin, Monrovia

*Central Representative*  
Emmanuel Estrada,  
Baldwin Park

*Southeast Representative*  
Patty Cortez, Covina

*Southwest District*  
Adele Andrade-Stadler,  
Alhambra

*At-Large Representatives*  
Margaret Finlay, Duarte  
Jed Leano, Claremont

**Housing/Homeless Experts**  
Carol Averell (Delegate)  
Benita DeFrank (Delegate)  
Alma Martinez (Alternate)

**Members**

- Alhambra
- Arcadia
- Azusa
- Baldwin Park
- Claremont
- Covina
- Diamond Bar
- Duarte
- El Monte
- Glendora
- Irwindale
- La Cañada Flintridge
- La Verne
- Monrovia
- Montebello
- Pasadena
- Pomona
- San Gabriel
- South El Monte
- South Pasadena
- Temple City
- West Covina

Thank you for participating in today's meeting. The Board of Directors encourages public participation and invites you to share your views on agenda items.

**MEETINGS:** The agenda packet is available at the San Gabriel Valley Council of Government's (SGVCOG) Monrovia Office, 1333 S. Mayflower Avenue, Suite 360, Monrovia, CA, and on the website, [www.sgvco.org](http://www.sgvco.org). Documents distributed to a majority of the Committee after the posting will be available for review in the SGVCOG office and on the SGVCOG website. Attendance at this public meeting may result in the recording of your voice.

**PUBLIC PARTICIPATION:** Your participation is welcomed and invited at all Board of Directors meetings. Time is reserved at each regular meeting for those who wish to address the Board. SGVRHT requests that persons addressing the meeting refrain from making personal, slanderous, profane or disruptive remarks.

**TO ADDRESS THE GOVERNING BOARD:** At a regular meeting, the public may comment on any matter within the jurisdiction of the Board of Directors during the public comment period and may also comment on any agenda item at the time it is discussed. At a special meeting, the public may only comment on items that are on the agenda. Members of the public wishing to speak are asked to complete a comment card or simply rise to be recognized when the Chair asks for public comments to speak. We ask that members of the public state their name for the record and keep their remarks brief. There is a three-minute limit on all public comments. Proxies are not permitted, and individuals may not cede their comment time to other members of the public. **The Board of Directors may not discuss or vote on items not on the agenda.**

**AGENDA ITEMS:** The Agenda contains the regular order of business of the Board of Directors. Items on the Agenda have generally been reviewed and investigated by the staff in advance of the meeting so that the Board of Directors can be fully informed about a matter before making its decision.

**CONSENT CALENDAR:** Items listed on the Consent Calendar are considered to be routine and will be acted upon by one motion. There will be no separate discussion on these items unless a Board member or citizen so requests. In this event, the item will be removed from the Consent Calendar and considered after the Consent Calendar. If you would like an item on the Consent Calendar discussed, simply tell Staff or a member of the Board of Directors.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the SGVCOG office at (626) 457-1800. Notification 48 hours prior to the meeting will enable the SGVCOG to make reasonable arrangement to ensure accessibility to this meeting.



**MEETING MODIFICATIONS DUE TO THE STATE AND LOCAL STATE OF EMERGENCY RESULTING FROM THE THREAT OF COVID-19:** On March 17, 2020, Governor Gavin Newsom issued Executive Order N-29-20 authorizing a local legislative body to hold public meetings via teleconferencing and allows for members of the public to observe and address the meeting telephonically or electronically to promote social distancing due to the state and local State of Emergency resulting from the threat of the Novel Coronavirus (COVID-19).

To follow the new Order issued by the Governor and ensure the safety of Board Members and staff for the purpose of limiting the risk of COVID-19, in-person public participation at the San Gabriel Valley Regional Housing Trust Board of Directors meeting scheduled for January 10, 2023 at 1:00 PM will not be allowed. To allow for public participation, the Executive Committee will conduct its meeting through Zoom Video Communications. To participate in the meeting, download Zoom on any phone or computer device and copy and paste the following link into your browser to access the live meeting: <https://us06web.zoom.us/j/88946091914>. You may also access the meeting via the livestream link on the front of the agenda page.

Instructions for Public Comments: For those wishing to make public comments on agenda and non-agenda items, but within the SGVCOG's subject matter jurisdiction, you may submit written comments via email or provide a verbal comment by participating through Zoom.

- Written Comments (Email): If you wish to submit written public comments to be distributed to the committee members prior to or during the meeting, please submit these materials via email to Brielle Acevedo at [bacevedo@sgvrht.org](mailto:bacevedo@sgvrht.org) at least 1 hour prior to the scheduled meeting time. Please indicate in the Subject Line of the email "FOR PUBLIC COMMENT." Emailed public comments will be read into the record and will be part of the recorded meeting minutes. Written public comments may include, but are not limited to letters, reports, and presentations. While there is no page or word count limit for written comments, the time for reading written public comments into the record will be limited to three minutes, which is the same time allotted for verbal comments.
- Verbal Comments (Zoom): Through Zoom, you may provide a verbal comment by using the web interface "Raise Hand" feature. Wait to be called upon by staff, and then you may provide verbal comments for up to 3 minutes. Public comment is taken at the beginning of the meeting for items not on the agenda. Public comment is also accepted at the beginning of each agenda item.

Any member of the public requiring a reasonable accommodation to participate in this meeting should contact Brielle Acevedo at least 48 hours prior to the meeting at (626) 209-9238 or at [bacevedo@sgvrht.org](mailto:bacevedo@sgvrht.org).

**PRELIMINARY BUSINESS**

**5 MINUTES**

1. Call to Order
2. Roll Call
3. Public Comment (*If necessary, the President may place reasonable time limits on all comments*)
4. Changes to Agenda Order: Identify emergency items arising after agenda posting and requiring action prior to next regular meeting.

**CONSENT CALENDAR**

**5 MINUTES**

5. Board of Directors Minutes- December 13, 2022 Meeting- Page 1  
*Recommended Action: Adopt Board of Directors minutes for the December 13, 2022 meeting.*
6. Special Findings to Enable SGVRHT Board to continue to hold Teleconference meetings- Page 4  
*Recommended Action: Adopt Resolution 23-01 making specified findings to enable the SGVRHT Board of Directors to continue to hold meetings via teleconferencing.*
7. FY 2022 Q1 Quarterly Financial Report- Page 8  
*Recommended Action: For information only.*
8. Innovative Affordable Housing and Homeless Program Application- Page 11  
*Recommended Action: For information only.*

**UPDATE ITEMS**

**5 MINUTES**

9. Chair's Report
10. Executive Director's Report
11. General Counsel's Report

**ADJOURN**

**SGVRHT Board of Directors Unapproved Minutes**

Date: December 13, 2022  
Time: 1:00 PM  
Location: Zoom Virtual Meeting

**PRELIMINARY BUSINESS**

1. Call to Order  
Vice Chair Shevlin called the meeting to order at 1:02 PM.

2. Roll Call

**A quorum was in attendance.**

**Members Present**

Jed Leano, At-Large Member  
Becky Shevlin, City of Monrovia  
Adele Andrade-Stadler, City of Alhambra  
Carol Averell, Housing/Homeless Expert  
Gary Boyer, City of Glendora

**Members Absent**

Patty Cortez, City of Covina  
Benita DeFrank,  
Housing/Homeless Expert  
Emmanuel Estrada, City of Baldwin  
Park  
Margaret Finlay, City of Duarte

**Staff**

M. Creter, Executive Director, SGVRHT  
B. Acevedo, SGVRHT  
D. DeBerry, General Counsel  
M. Sharkey

3. Public Comment  
There was no public comment.
4. Changes to Agenda Order  
There were no changes to agenda order.

**CONSENT CALENDAR**

5. Board of Directors Minutes- November 17, 2022 Meeting  
*Recommended Action: Adopt Board of Directors minutes for the November 17, 2022 meeting.*
6. Special Findings to Enable SGVRHT Board to continue to hold Teleconference meetings.  
*Recommended Action: Adopt Resolution 22-29 making specified findings to enable the SGVRHT Board of Directors to continue to hold meetings via teleconferencing.*
7. Montebello Reimbursement for Operations Stay Safe  
*Recommended Action: Authorize the Executive Director to execute a letter agreement providing \$320,952.92 in reimbursement to the City of Montebello for Operation Stay Safe site development expenses.*
8. San Gabriel Valley Project Pipeline Update  
*Recommended Action: Approve Resolution 22-30 adopting the San Gabriel Valley Project Pipeline*

**There was a motion to approve Consent Calendar Items 5, 6, 7, and 8. (M/S: Leano/Andrade-Stadler).**

**[Motion Passed]**

<b>AYES:</b>	Leano, Shevlin, Andrade-Stadler, Averell, Boyer
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Cortez, DeFrank, Estrada, Finlay

### **ACTION ITEMS**

**9. State Budget Earmark Allocations**

**There was a motion to adopt Resolution 22-31 authorizing the Executive Director to execute a Letter of Intent to award funding to the following projects:**

- **Boulevard (Montebello)- \$1,200,000**
- **6<sup>th</sup> Street Grand (Montebello)- \$1,700,000**

**(M/S: Andrade-Stadler/Averell).**

<b>AYES:</b>	Leano, Shevlin, Andrade-Stadler, Averell, Boyer, Cortez
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Cortez, DeFrank, Estrada, Finlay

### **UPDATE ITEMS**

There were no update items.

### **GENERAL COUNSEL'S REPORT**

There was no General Counsel's Report.

### **EXECUTIVE DIRECTOR'S REPORT**

M. Creter shared that SGVRHT and SGVCOG moved offices to Monrovia in November. There will be an informal open house on December 21 from 10 AM to 12 PM if board members would like to come check out the office. Staff is asking people who attend the open house, if they are able, to bring an Amazon or Target gift card to support making cold weather packs for people experiencing homelessness. There is also a holiday party on December 22 for the families at Serenity Homes, as well as an on-going book drive.

### **CHAIR'S REPORT**

Chair Leano inquired about the available pipeline funding to allocate from the most recent round of earmarks. Staff shared that there is \$9 million in funding available to allocate and the pipeline adopted at today's meeting includes over 400 units still in need of funding. The projects are in various stages of predevelopment. Staff will present projects to the board for funding consideration as they meet funding criteria and the SGVRHT continues to accept applications on a rolling basis. Chair Leano implored the board to talk

to their networks and communities to get the word out that these funds are accessible and available to go towards projects to help house our neighbors.

**ADJOURN**

Chair Leano adjourned the meeting at 1:28 PM.

# REPORT

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DATE: January 10, 2023

TO: SGVRHT Board of Directors

FROM: Marisa Creter, Executive Director

RE: **ADOPT RESOLUTION 23-01 MAKING SPECIFIED FINDINGS TO ENABLE THE GOVERNING BOARD TO CONTINUE TO HOLD MEETINGS VIA TELECONFERENCING**

## **RECOMMENDED ACTION**

Adopt Resolution 23-01 making certain findings that the existence of a local and state of emergency in California caused by the ongoing COVID-19 pandemic continues to directly impact the ability of the SGVRHT to hold public meetings safely in person thereby necessitating an ability to continue holding meetings via teleconferencing.

## **BACKGROUND**

Introduced by Assemblymember Robert Rivas (D-Hollister) on February 1, 2021, AB 361 codifies portions of Governor Gavin Newsom's existing Ralph M. Brown Act exemptions pertaining to teleconferencing if a local agency issues an emergency finding, and reissues it every 30 days, that it is unsafe to meet in person. Specifically, the Brown Act exemptions include requirements to provide a public teleconference location, to maintain a member quorum within the agency's jurisdiction and to provide for public comment at each teleconference location, such as a private residence. The legislation expires in December 2024. On September 16, 2021, California Governor Gavin Newsom signed AB 361 into law, effective immediately.

A local agency wishing to rely on the provisions of AB 361 must meet one of the following criteria:

1. The local agency holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing; or
2. The local holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or
3. The local agency holds a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California due to the threat of COVID-19 and shortly thereafter issued Executive Order N-29-20 suspending certain Brown Act provisions relating to teleconferencing as public meetings

began to be held online.<sup>1</sup> However, this Executive Order expired on September 30, 2021, despite the State of Emergency remaining in place.

The threat that COVID-19 has presented continues to directly impact the ability of the SGVRHT to conduct Board of Directors meetings safely in person. Updated guidelines issued by the Centers for Disease Control and Los Angeles Department of Public Health in July and August 2021 advise governmental entities to refrain from conducting indoor meetings and consider moving operations outdoors, where feasible, to prevent transmission. SGVRHT staff finds it has been unable to find a suitable outdoor space with the requisite audio/visual capabilities at which the monthly Committee meetings can be held safely. Similarly, an indoor space with sufficient capacity to accommodate safe social distance practices among members, staff, and the public could not be identified

In order to continue to conduct meetings in a safe manner and to prevent unnecessary COVID-19 exposure to members, staff and the public, staff is recommending that the Board of Directors adopt Resolution 23-01 making certain findings in order to be able to continue teleconferencing for its meetings.

Prepared by:   
Brielle Acevedo  
Regional Housing Trust Manager

Approved by:   
Marisa Creter  
Executive Director

## **ATTACHMENTS**

Attachment A – Resolution 23-01

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<sup>1</sup> Similarly, on March 4, 2020, the Los Angeles County Board of Supervisors and Los Angeles County Health Officer declared a local and health emergency due to the threat of COVID-19.



**RESOLUTION NO. 23-01**

**RESOLUTION OF THE SAN GABRIEL VALLEY REGIONAL HOUSING TRUST  
(SGVRHT) MAKING SPECIFIED FINDINGS TO ENABLE THE BOARD OF  
DIRECTORS TO CONTINUE TO HOLD MEETINGS VIA TELECONFERENCING**

**WHEREAS**, AB 361 (Rivas), and specifically Government Code section 54953 (“Section 54953”), authorizes local agencies to use teleconferencing without complying with the specified teleconferencing requirements imposed by the Ralph M. Brown Act when the legislative body of a local agency holds a meeting during a declared state of emergency and makes certain findings relating thereto; and

**WHEREAS**, Section 54953 allows for local agencies to teleconference if the legislative body finds, among other things, that state or local official continue to impose or recommend measures to promote social distancing or whether a state of emergency directly impacts the ability of the legislative body to meet safely and that meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, on March 4, 2020, the Governor of California proclaimed a State of Emergency to exist in California as result of the threat of COVID-19, which state of emergency remains in place; and

**WHEREAS**, on March 4, 2020, the Los Angeles County Board of Supervisors and Los Angeles County Health Officer declared a local and health emergency as result of the threat of COVID-19, which emergency remains in place; and

**WHEREAS**, Los Angeles County and State health officials continue to recommend social distancing as a result of COVID-19; and

**WHEREAS**, due to the resurgence of COVID-19 reported cases and surge of the Delta variant statewide and in particular, in Los Angeles County, the California Department of Public Health’s Best Practice Guidance encourages all governmental entities to refrain from conducting indoor meetings and consider moving operations outdoors, where feasible, in order to prevent transmission; and

**WHEREAS**, SGVCOG’s inability to facilitate Governing Board and Committee meetings using a centralized outdoor space with audio/visual capabilities, as well as the lack of indoor capacity to accommodate safe social distance practices among members and joining staff makes it unsafe for its members and the public to meet safely in person; and

**WHEREAS**, teleconferencing meetings enables the SGVRHT to retain the ability to continue to conduct meetings in a safe manner that would reduce exposure to members and staff to COVID-19; and

**WHEREAS**, public access and participation remain a core value of the SGVRHT, and the SGVRHT has the capability to meet the requirements in Section 54953 to provide

the public with the ability to view, hear, and participate in such meetings in a manner that protects the statutory and constitutional rights of all persons to participate in such meetings; and

**WHEREAS**, as a condition of extending the use of the provisions to conduct remote teleconference meetings without compliance with specified Brown Act teleconference requirements, the SGVRHT must reconsider the circumstances of the state of emergency that exists, and the SGVRHT Board of Directors has done so.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors does hereby find the existence of a local and state of emergency in California caused by COVID-19 continues to directly impact the ability of the SGVRHT to hold public meetings safely in person and local and state health officials continue to recommend social distancing.

PASSED, APPROVED, and ADOPTED by the Board of Directors of the San Gabriel Valley Regional Housing Trust, on the 10<sup>th</sup> day of January 2023.

SAN GABRIEL VALLEY REGIONAL HOUSING TRUST

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Jed Leano, Chair

**Attest:**

I, Marisa Creter, Executive Director and Secretary of the San Gabriel Valley Regional Housing Trust, do hereby certify that Resolution 23-01 was adopted at a meeting of the Governing Board held on the 10<sup>th</sup> day of January 2023, by the following vote:

<b>AYES:</b>	
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	

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Marisa Creter, Secretary

# REPORT

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DATE: January 10, 2023  
TO: Board of Directors  
FROM: Marisa Creter, Executive Director  
RE: **FY 2022 Q1 QUARTERLY REPORT**

## **RECOMMENDED ACTION**

For information only.

## **BACKGROUND**

The FY 2022 Q1 Quarterly Report covers July 1, 2022 through September 30, 2022. The SGVRHT recognizes program income as associated program expenses are incurred, therefore loan commitments that have not been drawn down upon are not reflected in the attached report. Staff is tracking these commitments and future reports will show future encumbrances. Dues are divided evenly across quarters to support administrative costs.

Questions on this report may be directed to the SGVCOG Director of Finance, Rey Alimoren ([ralimoren@sgvcog.org](mailto:ralimoren@sgvcog.org)).

Prepared by:   
\_\_\_\_\_  
Brielle Acevedo  
Regional Housing Trust Manager

Approved by:   
\_\_\_\_\_  
Marisa Creter  
Executive Director

## **ATTACHMENTS**

Attachment A – SGVRHT FY 2022 Q1 Quarterly Financial Report

**San Gabriel Valley Regional Housing Trust**  
**Statement of Net Position**  
**September 30, 2022**

	<u>General Fund</u>
<b><u>ASSETS</u></b>	
Cash and investments	18,368,676
Grants receivable	533,991
Note receivable	1,802,934
Fixed Asset	25,000
Total assets	<u>20,730,601</u>
<b><u>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</u></b>	
Liabilities:	
Accounts payable	269,555
Unearned revenue	18,557,637
Total liabilities	<u>18,827,192</u>
<b><u>NET POSITION</u></b>	
Restricted for housing program	1,903,408
Total net position (deficit)	<u>1,903,408</u>

**San Gabriel Valley Regional Housing Trust**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**For Period July 1, 2022 through September 30, 2022**

	<u>General Fund</u>
<b>REVENUES:</b>	
<i>Membership Revenues</i>	78,835
<i>State Homeless Fund Revenue</i>	773,156
<b><i>Total revenues</i></b>	<u><b>851,992</b></u>
 <b>EXPENDITURES:</b>	
<i>Administrative General &amp; Administrative</i>	90,611
<i>Homeless Pilot Program</i>	312,500
<i>Montebello Tiny Homes Program</i>	731
<i>Baldwin Park TinyHomes Project</i>	6,992
<b><i>Total expenditures</i></b>	<u><b>410,833</b></u>
 <i>NET CHANGE IN FUND BALANCES</i>	441,158
<i>BEGINNING FUND BALANCES</i>	<u>1,462,250</u>
<b>ENDING FUND BALANCES</b>	<u><b>1,903,408</b></u>

DATE: January 10, 2023

TO: Board of Directors

FROM: Marisa Creter, Executive Director

RE: **INNOVATIVE AFFORDABLE HOUSING AND HOMELESS PROGRAMS APPLICATION**

## **RECOMMENDED ACTIONS**

For information only.

## **BACKGROUND**

In December 2022, the San Gabriel Valley Regional Housing Trust (SGVRHT) Board adopted funding priorities for its \$30 million State Budget Earmark to address the affordable housing shortage and homeless crisis in the San Gabriel Valley. \$4 million was allocated to Innovative Affordable Housing and Homeless Programs to provide flexible opportunities to address local housing needs. Staff developed an application to access these funds which is included in draft form as Attachment A.

## **DISCUSSION**

The Guidelines for the Innovative Affordable Housing and Homeless Programs application were determined based on the actual costs experienced to develop the SGVRHT's interim housing sites. The application encourages cities to propose projects that provide alternative housing models to address the immediate housing needs of individuals experiencing homelessness and provide affordable housing more quickly at a reduced cost.

### Affordable Housing Guidelines

- Up to \$150,000 per unit for innovative permanent housing models including modular housing, accessory dwelling units, and other innovative typologies deed restricted to tenants at or below 80% AMI
- Commitment of supplemental funding to complete projects with budgets in excess of requested SGVRHT award amount
- Project is supported by the SGVRHT member City it is located in.

### Homeless Housing Guidelines

- Up to \$25,000 per bed/unit of homeless housing that is operated for a minimum of 2 years<sup>1</sup>

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<sup>1</sup> A project could apply for up to \$35,000 for new construction of an interim housing site and an additional component such as a commercial kitchen.

- Unit acquisition/Master leasing
- Non-congregate shelter
- Up to \$10,000 per bed/unit for improvements or programs implemented at existing interim housing sites<sup>2</sup>
  - Supplemental supportive services- onsite SUD counseling, workforce development, etc.
  - Commercial Kitchen or food pantry
  - Site enhancements: ie. Community rooms, offices, amenities, etc.
  - Other programs that provide expanded services/increase connections to permanent housing
- Commitment of supplemental funding to complete projects with budgets in excess of requested SGVRHT award amount

**NEXT STEPS**

Staff will review applications to determine feasibility which may include requests for additional information and applicant interviews. Staff will work closely with Cities to develop and finalize scopes for the proposed projects that meet the guidelines. and determine feasibility. For applications that exceed \$250,000, staff will present funding recommendations to the Board at future meetings.

Prepared by: Brielle Acevedo  
 Brielle Acevedo  
 Regional Housing Trust Manager

Approved by: Marisa Creter  
 Marisa Creter  
 Executive Director

**ATTACHMENTS**

Attachment A – Draft Innovative Affordable Housing and Homeless Programs Application

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<sup>2</sup> Infrastructure upgrades would require a minimum commitment of 2 years of site of operation and programs would be based on the actual cost to provide services

**DRAFT**

**Innovative Affordable Housing and Homeless Programs Application**

Homeless Program Guidelines:

1. Maximum funding of \$25,000 per bed/unit for sites operated for 2 years or more; funding will be prorated based on program duration; minimum term of 1 year
2. Maximum funding of \$10,000 per bed/unit for programs at existing interim housing sites. Infrastructure upgrades would require a minimum commitment of 2 years of site of operation and programs would be based on the actual cost to provide services.
  - a. Additional supportive services
  - b. Commercial kitchen development/ equipment or food pantry/ waste diversion programs
  - c. Site upgrades: Community Rooms, offices, amenities, etc.
3. Commitment to provide staff resources (Public Works, Planning, etc.) and supplemental funding to complete projects with budgets in excess of SGVRHT award amount

Affordable Housing Guidelines:

1. Maximum funding of \$150,000 per unit for innovative permanent housing models including modular housing, accessory dwelling units, and other innovative typologies deed restricted to tenants at or below 80% AMI. Rents may be capped to ensure tenant affordability.
2. Supplemental funding to complete projects with budgets in excess of SGVRHT award amount
3. Project is supported by the SGVRHT member City it is located in. Please provide a City contact if the application is complete by a Developer.



## **Applicant Information**

**Project City:**

**Contact Name/ Title**

**City Contact (if applicant is Developer)**

**Phone:**

**Email:**

## **Application Questions**

1. Project Type:
2. Potential project size: \_\_\_\_\_beds/units
3. Potential Project Location:
4. Additional Funding Sources: Please describe the funding required to complete the project. Please attach a budget/proforma if available.
5. Project Timeline: Please describe the anticipated project start and completion including any construction dates. If the project is a homeless program please confirm the project will be operated for at least 1 year.
6. Existing Programs: Please describe any existing programs that will be linked to the proposed project.
7. Staffing: Please describe the project team that will deliver the project and any administrative support required from the SGVRHT or its architectural consultant. Please confirm that assigned staff will be available throughout the project term to meet with the project team and complete deliverables.
8. City Support: Please describe any entitlements or City Council approvals required to complete the project.
9. Additional information: Please attach any additional information available including site plans, examples of similar projects, staffing models, etc.