

# **Permanent Local Housing Allocation (PLHA) Formula Allocation**

## **2022 Application for New Applicants**



**State of California  
Governor, Gavin Newsom**


**Lourdes Castro Ramírez, Secretary  
Business, Consumer Services and Housing Agency**

**Gustavo Velasquez, Director  
Department of Housing and Community Development**

Program Design and Implementation, PLHA Program  
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**Final Filing Date: October 31, 2022  
at 4:00 P.M. PST**

| <div> <div>Instructions</div> <div> This application form is limited to Applicants who did not apply to the 2020 and 2021 Formula Allocation NOFA </div> </div>  |   |  | Rev. 2/16/22   |
|--|---|--|----------------|
| When opening this file, a yellow banner at the top may appear with a button that says "Enable Content". It is essential that you click this box so that the macros are enabled. Enabling macros is necessary for full worksheet functionality. Macros do not work with Microsoft's Excel version for Apple Mac.  |   |  |                |
| Applications must be submitted electronically to the Department's website. Requirements for uploading the Application Workbook and required supporting documentation, including naming conventions, are described in the application instructions available at <a href="https://www.hcd.ca.gov/grants-funding/active-funding/plha.shtml">https://www.hcd.ca.gov/grants-funding/active-funding/plha.shtml</a> . All applicable information must be received by HCD no later than 4:00 p.m. on:  |   |  |                |
| Monday, October 31, 2022   |   |  |                |
| Applications must be on the Department's forms and cannot be altered or modified by the Applicant. Excel forms must be in Excel format and 'save as' .xls or .xlsx. Do not 'save as' .xlsm or .pdf format. If you encounter problems with the application, please fill out the Application Support worksheet and email the entire workbook to Application Support at <a href="mailto:AppSupport@hcd.ca.gov">AppSupport@hcd.ca.gov</a> and <a href="mailto:PLHA@hcd.ca.gov">PLHA@hcd.ca.gov</a>   |   |  |                |
| General Instructions Additional instructions and guidance are given throughout the Formula Allocation Application in "red" text and in cell comments.  |   |  |                |
| Guideline references are made with "\$" and the corresponding guideline section number.  |   |  |                |
| "Yellow" cells are for Applicant input. Failure to provide the required attachments and documentation will disqualify your application from consideration.   |   |  |                |
| Required attachments are indicated in "orange" throughout the Supplemental Application. Failure to provide the required attachments and documentation may disqualify your application from consideration. Electronically attached files must use the naming convention in the PLHA Application. For Example: "App1 Payee Data" for Applicant 1 Payee Data Record/STD. 204.   |   |  |                |
| Threshold items are indicated in "blue" cells.   |   |  |                |
| "Red" shaded cells indicate the Sponsor has failed to meet a requirement of the program.   |   |  |                |
| Applicant must complete the following worksheets in the PLHA Formula Allocation Application.   |   |  |                |
| Formula Allocation Application   |   |  |                |
| 302(c)(4) Plan   |   |  |                |
| Legislative Contacts   |   |  |                |
| Checklist  |   |  |                |
| Threshold Requirement  | Electronic File Name  | Document Description   | Included?      |
| X  | Application and Adopting the PLHA Plan (2019-2023 Allocations) Reso | Pursuant to section 302(c)(4) of the Guidelines, Applicant's PLHA Plan for 2019-2023 allocations is attached to this resolution, and Applicant certifies compliance with all public notice, comment, and hearing requirements in accordance with the Guidelines. | Included       |
|  | App1 TIN  | 0  | Included       |
| X  | Applicant Delegation Agreement                                      | Legally binding agreement between Delegating and Administering Local Governments (sample provided—just click on icon in row 17, column AI)   | N/A            |
| X  | Reuse Plan  | Program Income Reuse Plan describing how repaid loans or accrued interest will be used for eligible activities in Section 301.   | Not Applicable |
| X  | Executed Application  | Provide a copy of the signed application. Signature in blue ink preferred.   | Included       |
| Disclosure of Application (California Public Records Act Statutes of 1968 Chapter 1473): Information provided in the application will become a public record available for review by the public, pursuant to the California Public Records Act Statutes of 1968 Chapter 1473. As such, any materials provided will be disclosable to any person making a request under this Act. The Department cautions Applicants to use discretion in providing information not specifically requested, including but not limited to, bank accounts, personal phone numbers and home addresses. By providing this information to the Department, the Applicant is waiving any claim of confidentiality and consents to the disclosure of submitted material upon request. |   |  |                |

| Local Government Formula Allocation for New Applicants   |  |   |  |        |  |   |  |                  |  | Rev. 2/16/22   |  |   |  |              |  |       |  |
|--|--|---|--|--------|--|---|--|------------------|--|--|--|---|--|--------------|--|-------|--|
| Eligible Applicant Type:   |  | Entitlement.  |  |        |  |   |  |                  |  |  |  |   |  |              |  |       |  |
| Local Government Recipient of PLHA Formula Allocation:   |  |   |  |        |  | Chico   |  |                  |  |  |  |   |  |              |  |       |  |
| 2020 PLHA NOFA Formula Allocation Amount:  |  | \$390,348   |  |        |  | 2020 NOFA Allowable Local Admin (5%):   |  | \$19,517         |  |  |  |   |  |              |  |       |  |
| 2021 PLHA NOFA Formula Allocation Amount:  |  | \$606,721   |  |        |  | 2021 NOFA Allowable Local Admin (5%):   |  | \$30,336         |  |  |  |   |  |              |  |       |  |
| 2022 PLHA NOFA Formula Allocation Amount:  |  | \$667,678   |  |        |  | 2022 NOFA Allowable Local Admin (5%):   |  | \$33,384         |  |  |  |   |  |              |  |       |  |
| <p>Instructions: If the Local Government Recipient of the PLHA Formula Allocation delegated its PLHA formula allocation to a Local Housing Trust Fund or to another Local Government, the Applicant (for which information is required below) is the Local Housing Trust Fund or administering Local Government. The PLHA award will be made to the Applicant (upon meeting threshold requirements) and the Applicant is responsible for meeting all program requirements throughout the term of the Standard Agreement.</p> <p>The 302(c)(4) Plan template worksheet requires first choosing one or more of the Eligible Activities listed below. If "Yes" is clicked, the 302(c)(4) Plan worksheet opens a series of questions about what precise activities are planned. Some specific activities, such as providing downpayment assistance to lower-income households for acquisition of an affordable home, could be included under either Activity 2 or 9. Please only choose one of those Activities; don't list the downpayment assistance under both Activities.</p> <p>If the PLHA funds are used for the same Activity but for different Area Median Income (AMI) level, select the same Activity twice (or more times) and the different AMI level the Activity will serve. Please enter the percentage of funds allocated to the Activity in only the first Activity listing to avoid double counting the funding allocation.</p> |  |   |  |        |  |   |  |                  |  |  |  |   |  |              |  |       |  |
| <p><b>For each year (2019-2023), allocations must equal 100% annually including the allowable administrative costs of up to 5%.</b></p> <p align="center"><b>Eligible Applicants \$300</b></p>   |  |   |  |        |  |   |  |                  |  |  |  |   |  |              |  |       |  |
| <p><b>§300(a) and (b)</b> Eligible Applicants for the Entitlement and Non-Entitlement formula component described in Section §100(b)(1) and (2) are limited to the metropolitan cities and urban counties allocated a grant for the federal fiscal year 2017 pursuant to the federal CDBG formula specified in 42 USC, Section §5306 and Non-entitlement local governments.</p>  |  |   |  |        |  |   |  |                  |  |  |  |   |  |              |  |       |  |
| Applicant:   |  | City of Chico   |  |        |  |   |  |                  |  |  |  |   |  |              |  |       |  |
| Address:   |  | 411 Main Street   |  |        |  |   |  |                  |  |  |  |   |  |              |  |       |  |
| City:  |  | Chico   |  | State: |  | CA  |  | Zip:             |  | 95928  |  |   |  |              |  |       |  |
| County:  |  | Butte   |  |        |  |   |  |                  |  |  |  |   |  |              |  |       |  |
| Auth Rep Name:   |  | Mark Sorensen   |  | Title: |  | City Manager  |  | Auth Rep. Email: |  | mark.sorensen@chicoca.gov  |  |   |  |              |  |       |  |
| Phone:   |  | 530-879-7200  |  |        |  |   |  |                  |  |  |  |   |  |              |  |       |  |
| Address:   |  | 411 Main Street   |  |        |  | City:   |  | Chico            |  | State:   |  | CA  |  |              |  |       |  |
| Zip Code:  |  | 95928   |  |        |  |   |  |                  |  |  |  |   |  |              |  |       |  |
| Contact Name:  |  | Marie Demers  |  | Title: |  | Housing Manager   |  | Contact Email:   |  | marie.demers@chicoca.gov   |  | Contact Phone:  |  | 530-879-6303 |  |       |  |
| Address:   |  | 411 Main Street   |  |        |  | City:   |  | Chico            |  | State:   |  | CA  |  | Zip Code:    |  | 95928 |  |
| <p><b>§300(d)</b> Is Applicant delegated by another Local government to administer on its behalf its formula allocation of program funds?</p>  |  |   |  |        |  |   |  |                  |  |  |  | No  |  |              |  |       |  |
| <p><b>§300(d)</b> If Applicant answered "Yes" above, has the Applicant attached the legally binding agreement required by §300 (c) and (d)?</p>  |  |   |  |        |  |   |  |                  |  | <p>A sample agreement can be found by double clicking on the icon to the right</p> |  |  |  |              |  |       |  |
| File Name:   |  | <a href="#">Application and Adopting the PLHA Plan (2019-2023 Allocations) Reso</a> |  |        |  | <p>Pursuant to section 302(c)(4) of the Guidelines, Applicant's PLHA Plan for 2019-2023 allocations is attached to this resolution, and Applicant certifies compliance with all public notice, comment, and hearing requirements in accordance with the Guidelines.</p> |  |                  |  | Yes  |  | <p>Uploaded to HCD?</p>   |  | Yes          |  |       |  |
| File Name:   |  | App1 TIN  |  |        |  |   |  |                  |  |  |  | <p>Uploaded to HCD?</p>   |  | Yes          |  |       |  |
| File Name:   |  | Applicant Delegation Agreement  |  |        |  | <p>Legally binding agreement between Delegating and Administering Local Governments (sample provided—just click on icon in row 17, column AI)</p>   |  |                  |  |  |  | <p>Uploaded to HCD?</p>   |  | N/A          |  |       |  |
| <p align="center"><b>Eligible Activities, §301</b></p>   |  |   |  |        |  |   |  |                  |  |  |  |   |  |              |  |       |  |
| <p><b>§301(a) Eligible activities are limited to the following:</b></p>  |  |   |  |        |  |   |  |                  |  |  |  | Included?   |  |              |  |       |  |
| <p><b>§301(a)(1)</b> The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to Extremely low-, Very low-, Low-, or Moderate-income households, including necessary operating subsidies.</p>   |  |   |  |        |  |   |  |                  |  |  |  | <input type="checkbox"/> YES  |  |              |  |       |  |
| <p><b>§301(a)(2)</b> The predevelopment, development, acquisition, rehabilitation, and preservation of affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of AMI, or 150 percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days.</p>   |  |   |  |        |  |   |  |                  |  |  |  | <input type="checkbox"/> YES  |  |              |  |       |  |
| <p><b>§301(a)(3)</b> Matching portions of funds placed into Local or Regional Housing Trust Funds.</p>   |  |   |  |        |  |   |  |                  |  |  |  | <input type="checkbox"/> YES  |  |              |  |       |  |
| <p><b>§301(a)(4)</b> Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.</p>  |  |   |  |        |  |   |  |                  |  |  |  | <input type="checkbox"/> YES  |  |              |  |       |  |
| <p><b>§301(a)(5)</b> Capitalized Reserves for services connected to the preservation and creation of new permanent supportive housing.</p>   |  |   |  |        |  |   |  |                  |  |  |  | <input type="checkbox"/> YES  |  |              |  |       |  |
| <p><b>§301(a)(6)</b> Assisting persons who are experiencing or At-risk of homelessness, including, but not limited to, providing rapid re-housing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.</p>   |  |   |  |        |  |   |  |                  |  |  |  | <input checked="" type="checkbox"/> YES   |  |              |  |       |  |
| <p><b>§301(a)(7)</b> Accessibility modifications in Lower-income Owner-occupied housing.</p>   |  |   |  |        |  |   |  |                  |  |  |  | <input type="checkbox"/> YES  |  |              |  |       |  |
| <p><b>§301(a)(8)</b> Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.</p>  |  |   |  |        |  |   |  |                  |  |  |  | <input type="checkbox"/> YES  |  |              |  |       |  |
| <p><b>§301(a)(9)</b> Homeownership opportunities, including, but not limited to, down payment assistance.</p>  |  |   |  |        |  |   |  |                  |  |  |  | <input type="checkbox"/> YES  |  |              |  |       |  |
| <p><b>§301(a)(10)</b> Fiscal incentives made by a county to a city within the county to incentivize approval of one or more affordable housing Projects, or matching funds invested by a county in an affordable housing development Project in a city within the county, provided that the city has made an equal or greater investment in the Project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an affordable housing Project. Matching funds investments by both the county and the city also shall be a grant or low-interest deferred loan to the affordable housing Project.</p>   |  |   |  |        |  |   |  |                  |  |  |  | <input type="checkbox"/> YES  |  |              |  |       |  |
| <p align="center"><b>Threshold Requirements, §302</b></p>  |  |   |  |        |  |   |  |                  |  |  |  |   |  |              |  |       |  |
| <p><b>§302(a)</b> The Applicant's Housing Element and Delegating Local Government's Housing Element (if applicable) was/were adopted by the Local Government's governing body by the application submittal date subsequently determined to be in substantial compliance with state Housing Element Law pursuant to Government Code Section 65585.</p>  |  |   |  |        |  |   |  |                  |  |  |  | Yes   |  |              |  |       |  |
| <p><b>§302(b)</b> Applicant or Delegating Local Government has submitted the current or prior year's Annual Progress Report to the Department of Housing and Community Development pursuant to Government Code Section 65400.</p>  |  |   |  |        |  |   |  |                  |  |  |  | Yes   |  |              |  |       |  |
| <p><b>§302(c)(2)</b> Applicant certified in the Resolution submitted with this application that submission of the application was authorized by the governing board of the Applicant.</p>  |  |   |  |        |  |   |  |                  |  |  |  | Yes   |  |              |  |       |  |
| <p><b>§302(c)(3)</b> Applicant certified in the Resolution submitted with this application that, if the Local Government proposes allocation of funds for any activity to another entity, the Local government's selection process had no conflicts of interest and was accessible to the public.</p>  |  |   |  |        |  |   |  |                  |  |  |  | Yes   |  |              |  |       |  |
| <p><b>§302(c)(4)</b> Applicant certified in the Resolution submitted with this application that the application include a Plan in accordance with §302(c)(4)?</p>  |  |   |  |        |  |   |  |                  |  |  |  | Yes   |  |              |  |       |  |
| <p><b>§302(c)(4)(D)</b> Applicant certified in the Resolution submitted with this application that the Plan was authorized and adopted by resolution by the Local Government and that the public had an adequate opportunity to review and comment on its content.</p>   |  |   |  |        |  |   |  |                  |  |  |  | Yes   |  |              |  |       |  |
| <p><b>§302(c)(5)</b> Applicant certified in the Resolution submitted with this application that the Plan submitted is for a term of five years (2019-2023). Local Governments agree to inform the Department of changes made to the Plan in each succeeding year of the term of the Plan.</p>  |  |   |  |        |  |   |  |                  |  |  |  | Yes   |  |              |  |       |  |
| <p><b>§302(c)(6)</b> Applicant certified in the Resolution submitted with this application that it will ensure compliance with §302(c)(6) if funds are used for the acquisition, construction, or rehabilitation of for-sale housing projects or units within for-sale housing projects.</p>   |  |   |  |        |  |   |  |                  |  |  |  | Yes   |  |              |  |       |  |
| <p><b>§302(c)(7)</b> Applicant certified in the Resolution submitted with this application that it will ensure that the PLHA assistance is in the form of a low-interest, deferred loan to the Sponsor of the Project, if funds are used for the development of an Affordable Rental Housing Development. The loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with the Local government-approved underwriting of the Project for a term of at least 55 years.</p>   |  |   |  |        |  |   |  |                  |  |  |  | Yes   |  |              |  |       |  |
| <p><b>§302(c)(8)</b> Has Applicant attached a program income reuse plan describing how repaid loans or accrued interest will be reused for eligible activities specified in Section</p>  |  |   |  |        |  |   |  |                  |  |  |  | Yes   |  |              |  |       |  |
| File Name:   |  | Reuse Plan  |  |        |  | <p>Program Income Reuse Plan describing how repaid loans or accrued interest will be used for eligible activities in Section 301.</p>   |  |                  |  | <p>Narrative uploaded to HCD?</p>  |  | Yes   |  |              |  |       |  |

|  |  |       |  |           |      |
|--|--|-------|--|-----------|------|
| Administration   |  |       |  |           |      |
| Applicant agrees to adhere to <b>§500</b> , Accounting Records.  |  |       |  |           | Yes  |
| Applicant agrees to adhere to <b>§501</b> , Audits/Monitoring of Project Files.  |  |       |  |           | Yes  |
| Applicant agrees to adhere to <b>§502</b> , Cancellation/Termination.  |  |       |  |           | Yes  |
| Applicant agrees to adhere to <b>§503</b> , Reporting.   |  |       |  |           | Yes  |
| Certifications   |  |       |  |           |      |
| On behalf of the entity identified below, I certify that: The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct and I possess the legal authority to submit this application on behalf of the entity identified in the signature block. |  |       |  |           |      |
|  |  |       |  |           |      |
| Authorized Representative Printed Name   |  | Title |  | Signature | Date |



|  |                             |                             |                             |                             |                             |  |  |  |  |  |  |  |  |              |
|--|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|--|--|--|--|--|--|--|--|--------------|
| §302(c)(4) Plan  |                             |                             |                             |                             |                             |  |  |  |  |  |  |  |  | Rev. 2/16/22 |
| §302(c)(4)(A) Describe the manner in which allocated funds will be used for eligible activities.   |                             |                             |                             |                             |                             |  |  |  |  |  |  |  |  |              |
| The Permanent Local Housing Allocation (PLHA) funding will be utilized to provide services to homeless individuals and those at risk of homelessness in a manner consistent with Housing First practices described in the California Code of Regulations Section 8409 and in compliance with Welfare and Institutions Code 8255. Specifically, funding will be used for the operational costs for homeless emergency shelter(s) and associated services to persons experiencing homelessness or at risk of homelessness. Staff will follow the City's procurement guidelines to select eligible subgrantees to carry out the eligible activity.  |                             |                             |                             |                             |                             |  |  |  |  |  |  |  |  |              |
| §302(c)(4)(B) Provide a description of the way the Local government will prioritize investments that increase the supply of housing for households with incomes at or below 60 percent of Area Median Income (AMI).  |                             |                             |                             |                             |                             |  |  |  |  |  |  |  |  |              |
| The City of Chico will be utilizing PLHA funding to provide services to homeless individuals, who are classified as 'presumed beneficiaries' under the Department of Housing and Urban Development (HUD) guidelines. This classification considers this group of individuals to be "extremely-low income," with incomes at 30% Area Median Income (AMI) or less.   |                             |                             |                             |                             |                             |  |  |  |  |  |  |  |  |              |
| §302(c)(4)(C) Provide a description of how the Plan is consistent with the programs set forth in the Local Government's Housing Element.   |                             |                             |                             |                             |                             |  |  |  |  |  |  |  |  |              |
| The City's PLHA Plan furthers goals of its 5th Cycle Housing Element, including but not limited to the following:<br>Goal H.3: Promote construction of a wide range of housing types<br>Policy H.3.3: Promote a mix of dwelling types and sizes throughout the City.<br>Action 3.3.4: Work cooperatively with nonprofits, charitable organizations, and the Chico State University Construction Management Program to expedite project processing and reduce regulatory barriers to the development of specialized housing that meets a community need.<br>Goal H.4: Encourage the creation of housing for persons with special needs.<br>Policy H.4.5: Seek to provide temporary housing for persons who are recently homeless or at risk of becoming homeless.<br>Policy H.4.6: Encourage the development of housing for homeless and extremely low-income persons |                             |                             |                             |                             |                             |  |  |  |  |  |  |  |  |              |
| Activities Detail (Activities Detail (Must Make a Selection on Formula Allocation Application worksheet under Eligible Activities, §301))  |                             |                             |                             |                             |                             |  |  |  |  |  |  |  |  |              |
| §301(a)(6) Assisting persons who are experiencing or At risk of homelessness, including, but not limited to, providing rapid rehousing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.  |                             |                             |                             |                             |                             |  |  |  |  |  |  |  |  |              |
| §302(c)(4)(E)(i) Provide a detailed and complete description of how allocated funds will be used for the proposed Activity.  |                             |                             |                             |                             |                             |  |  |  |  |  |  |  |  |              |
| The City will utilize its procurement process to solicit qualified subgrantees to manage and operate emergency shelter facilities, including the provision of support services to homeless persons or those at-risk of homelessness. Support services include but are not limited to: operational costs of implementing and managing an emergency shelter, including, case management, housing navigation, payroll expenses, food, supplies, utilities, maintenance and transportation. The estimated 5-year funding for the eligible activity: \$2,224,984 or (approximately \$444,997 per year). A maximum of 5% of the grant will be allocated to Administration (five-year estimate: \$117,104).   |                             |                             |                             |                             |                             |  |  |  |  |  |  |  |  |              |
| Complete the table below for each proposed Activity to be funded with 2019-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the Activity as many times as needed to capture all of the AMI levels that will be assisted, but only show the percentage of annual funding allocated to the Activity one time (to avoid double counting).   |                             |                             |                             |                             |                             |  |  |  |  |  |  |  |  |              |
| Funding Allocation Year  | 2019                        | 2020                        | 2021                        | 2022                        | 2023                        |  |  |  |  |  |  |  |  |              |
| Type of Activity for Persons Experiencing or At Risk of Homelessness   | Emergency Shelter Operating | Emergency Shelter Operating | Emergency Shelter Operating | Emergency Shelter Operating | Emergency Shelter Operating |  |  |  |  |  |  |  |  |              |
| §302(c)(4)(E)(i) Percentage of Funds Allocated for the Proposed Activity   | 95.00%                      | 95.00%                      | 95.00%                      | 95.00%                      | 95.00%                      |  |  |  |  |  |  |  |  |              |
| §302(c)(4)(E)(ii) Area Median Income Level Served  | 30%                         | 30%                         | 30%                         | 30%                         | 30%                         |  |  |  |  |  |  |  |  | TOTAL        |
| §302(c)(4)(E)(ii) Unmet share of the RHNA at AMI Level<br>Note: complete for years 2019, 2020, 2021 only   | 639                         | 639                         | 639                         |                             |                             |  |  |  |  |  |  |  |  | 1917         |
| §302(c)(4)(E)(ii) Projected Number of Households Served  | 500                         | 500                         | 500                         | 500                         | 500                         |  |  |  |  |  |  |  |  | 2500         |
| §302(c)(4)(E)(iv) Period of Affordability for the Proposed Activity (55 years required for rental housing projects)  | N/A                         | N/A                         | N/A                         | N/A                         | N/A                         |  |  |  |  |  |  |  |  |              |
| §302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity.   |                             |                             |                             |                             |                             |  |  |  |  |  |  |  |  |              |

Upon approval of the City of Chico’s PLHA application from the State, and execution of the Standard Agreement, the City will begin its procurement process to select subgrantee/service provider(s) that will provide the range of services necessary to implement the proposed activity and will award contracts to provider(s) that are most qualified and able to provide the required services. It is anticipated that subgrantees will be awarded funds during the summer of 2023. Contracts will be renewed on an annual basis dependent upon satisfactory performance by the subgrantee. To monitor programs funded with PLHA, staff will use similar reporting requirements as used for other grant funded programs (i.e.CDBG, former RDA) the City administers. Subgrantees will be required to provide appropriate documentation demonstrating adherence to Housing First practices. Subgrantee(s) will submit annual reports including numbers of persons served, a description of targeted beneficiaries, including income level and a description of services provided.