



# Substantial Amendment 2021 Action Plan

## HOME INVESTMENT PARTNERSHIPS PROGRAM AMERICAN RESCUE PLAN



### HOME-ARP ALLOCATION PLAN Adopted February 28, 2023



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**Substantial Amendment to  
2021 Annual Action Plan  
HOME-ARP ALLOCATION PLAN**

HOME Investment Partnerships Program  
American Rescue Plan



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# CONTENTS

Executive Summary .....	1
Introduction.....	3
HOME-ARP Eligible Qualifying Populations and Activities .....	3
Stakeholder Consultation and Public Participation .....	5
Stakeholder Consultation .....	5
Organizations Consulted by Type and Method .....	6
Summary of Feedback Received from Consulted Organizations .....	8
Public Participation .....	9
Efforts to Broaden Public Participation.....	10
Public Comments and Recommendations Received .....	10
Public Comments and Recommendations Not Accepted and Reasons Why.....	10
Needs Assessment and Gap Analysis.....	11
Housing Inventory Count .....	11
Size and Demographic Composition of Qualifying Populations.....	12
Sheltered Homeless Populations.....	12
Unsheltered Homeless Populations .....	12
At-risk of Homelessness.....	13
Fleeing or Attempting to Flee Domestic Violence, Dating Violence, Sexual Assault, Stalking or Human Trafficking .....	13
Other Populations.....	14
Other Populations: At greatest risk of housing instability – Households with incomes <30% AMI and experiencing housing cost burden.....	14
Other Populations: At greatest risk of housing instability – Households with incomes 30-50% AMI that meet HUD’s §91.5 definition of at risk of homelessness .....	14
Unmet Housing Needs of Qualifying Populations .....	15
Unmet Service Needs of Qualifying Populations .....	16
Current Resources Available to Assist Qualifying Populations .....	17
Current Resources: Congregate Beds and Non-congregate Shelter Units .....	18
Current Resources: Supportive Services .....	18
Current Resources: Tenant-based Rental Assistance .....	18

Current Resources: Affordable and Permanent Supportive Rental Housing .....	18
Current Resources: Housing Vouchers.....	18
Shelter, Housing and Service Delivery System Gaps .....	19
Shelter Gap .....	19
Tenant-Based Rental Vouchers Assistance Gap.....	19
Affordable Supportive Rental Housing Gap.....	19
Permanent Supportive Rental Housing Gap.....	20
Housing Voucher Gap.....	21
Service Delivery System Gap .....	21
Characteristics of Housing Associated with Increased Risk of Homelessness for Other Populations.....	22
Priority Needs for Qualifying Populations .....	22
HOME-ARP Activities .....	24
Uses of HOME-ARP Funding.....	24
Rationale for Uses of HOME-ARP Funding .....	24
HOME-ARP Housing Production Goals.....	26
Preferences .....	26
HOME-ARP Refinancing Guidelines.....	26

## Tables

Table 1 – Responsible Agencies .....	3
Table 2 - Organizations Consulted by Type and Methods.....	6
Table 3 – Rating of Current Need for Supportive Services .....	9
Table 4 – Emergency Housing Beds Available as of January 2022 .....	11
Table 5 – Rapid Rehousing and Permanent Supportive Housing as of January 2022 ....	12
Table 6 – Housing Needs and Gap Analysis.....	15
Table 7 – Households at or below 50% AMI with Housing Problems.....	16
Table 8 – Tenant-Based Rental Vouchers Assistance Gap .....	19
Table 9 – Affordable Rental Unit Gap .....	20
Table 10 – Permanent Supportive Housing Gap.....	21
Table 11 – Orange County Homeless Adult Subpopulations and Disabling Conditions..	22
Table 12 – Uses of HOME-ARP Funding .....	24



## Appendices

Citizen Participation and Consultation .....	Appendix A
Grantee SF-424s and Certifications .....	Appendix B

## VERSION HISTORY

No.	Summary of Changes			
1	Published Draft for Public Comment:	1/28/23	Sent to HUD for Approval:	3/21/23
	Public Hearing:	2/28/23	Approved by HUD:	5/5/23
	Original HOME-ARP Allocation Plan.			

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## Executive Summary

The U.S. Department of Housing and Urban Development (HUD) allocated \$3,524,291 of HOME-American Rescue Plan Act (HOME-ARP) funding to the City of Irvine in September 2021. In order to receive the HOME-ARP allocation, the City is required to develop a HOME-ARP Allocation Plan that will become part of the City's PY2021 HUD Annual Action Plan by substantial amendment.

HUD directs that HOME-ARP funds be used to serve individuals or households who are homeless, at risk of homelessness, fleeing or attempting to flee domestic violence, sexual assault, stalking and human trafficking, veterans, and other populations where supportive services would prevent homelessness or address housing instability.

HOME-ARP funds may benefit qualifying populations through: Tenant-Based Rental Assistance (TBRA), development and support of affordable housing, provision of supportive services, acquisition and development of non-congregate shelter, nonprofit capacity building and operating assistance, and program planning and administration.

To ensure broad input into the HOME-ARP Allocation Plan from stakeholders and the public, the City conducted a needs assessment and gap analysis regarding the needs of people who are unhoused or at risk of homelessness in Irvine, including demographic analysis, consultation with stakeholders and the public, and a gap analysis of affordable housing and housing-related services.

### Key Findings:

1. There are substantial numbers of people and households in Irvine in need of the housing and services funded by HOME-ARP.
  - 60 people were unsheltered on the streets, in tents or makeshift shelters, or in cars, vans, RVs or campers as of the February 2022 Point in Time (PIT) count
  - 5,765 households with incomes from 31% AMI to 50% AMI are at risk of homelessness in the City (2015-2019 HUD CHAS data).
  - 12,855 households with incomes at or below 30% AMI are at risk of homelessness in the City
  - Of the households with income at or below 30% AMI, 7,520 households are at the greatest risk of homelessness due to severe housing cost burden (due to paying 50% or more of income on rent)

2. The provision of affordable housing is one of the highest needs for people who are homeless or at risk of homelessness in the City. The gap analysis determined that there is an estimated need for:
  - 60 shelter beds based on the 2022 PIT count
  - 11,630 tenant-based rental assistance vouchers
  - 12,556 rental units affordable to households earning less than 30% of AMI
  - 2,135 rental units affordable to households earning between 31% to 50% of AMI
  - 921 permanent supportive housing units for people with disabilities and/or experiencing chronic homeless
  
3. The provision of supportive services is also a critical need for individuals and households who are homeless or at risk of homelessness.
  - The needs assessment associated with this plan identified that service demand is highest for direct basic needs financial assistance (food, clothing, housing, health care), mental health services, homeless case management, and homeless wrap-around services.

To address these needs, the City will be using the HOME-ARP allocation for acquisition, construction, and rehabilitation of affordable and permanent supportive rental housing. This housing will be developed for occupancy by individuals and families that meet of the qualifying populations as defined in the CPD Notice 2021-10. Additionally, the City will fund supportive services for these populations with Irvine Recovery Plan and CDBG Public Service funds.

## Introduction

The U.S. Department of Housing and Urban Development (HUD) allocated \$3,524,291 of HOME-American Rescue Plan Act (HOME-ARP) funding to the City of Irvine in September 2021. To receive the HOME-ARP allocation, the City of Irvine is required to develop a HOME-ARP Allocation Plan that will become a part of the City's PY2021 HUD Annual Action Plan by substantial amendment. The HOME-ARP Allocation Plan must include the following:

1. A summary of the consultation process and the results of consultation;
2. A summary of comments received through the public participation process and a summary of any comments or recommendations not accepted and the reason why;
3. A description of HOME-ARP qualifying populations within the jurisdiction;
4. An assessment of unmet needs of each qualifying population;
5. An assessment of gaps in housing and shelter inventory, homeless assistance and services, and homelessness prevention service delivery system;
6. A summary of planned use of HOME-ARP funds for eligible activities based on the unmet needs of the qualifying populations;
7. An estimate of the number of housing units for qualifying populations the City will produce or preserve with its HOME-ARP allocation;
8. A description of any preferences for individuals and families in a particular qualifying population or a segment of a qualifying population;
9. HOME-ARP Refinancing Guidelines; and
10. Certifications and SF-424, SF-424B, and SF-424D Forms.

The following entities are responsible for preparing the Allocation Plan and those responsible for administration of the HOME-ARP grant.

**Table 1 – Responsible Agencies**

Agency Role	Name	Department/Agency
Housing Manager	City of Irvine	Community Development Department, Housing Division

### HOME-ARP Eligible Qualifying Populations and Activities

HUD's CPD Notice 21-10 Requirements for the Use of Funds in the HOME-American Rescue Plan Program establishes the requirements for funds appropriated under section 3205 of the American Rescue Plan Act of 2021 for the HOME Investment Partnerships Program (HOME) to provide homelessness assistance and supportive services.

The American Rescue Plan Act (ARP) defines qualifying individuals or families, including Veterans, as:

1. Homeless, as defined in section 103(a) of the McKinney-Vento Homeless Assistance Act;
2. At risk of homelessness, as defined in section 401 of the McKinney-Vento Homeless Assistance Act;
3. Fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking (as defined by HUD in 24 CFR 5.2003) or human trafficking (as outlined in the Trafficking Victims Protection Act of 2000 as amended [22 USC 7102]); and
4. Part of other populations, where providing supportive services or assistance under section 212(a) of the National Affordable Housing Act 42 USC 12472(a) would:
  - a. Prevent a family's homelessness;
  - b. Serve those with the greatest risk of housing instability.

HOME-ARP funds may be used benefit qualifying populations through:

1. Tenant-based Rental Assistance (TBRA);
2. Development and support of affordable housing;
3. Provision of supportive services;
4. Acquisition and development of non-congregate shelter;
5. Nonprofit capacity building and operating assistance; and
6. Program planning and administration.

## Stakeholder Consultation and Public Participation

HUD requires each HOME-ARP Participating Jurisdiction to consult with agencies and service providers whose clientele include the HOME-ARP qualifying populations. Agencies that must, at a minimum, be consulted include the Continuum of Care serving the jurisdiction's geographic area, homeless and domestic violence service providers, veterans' groups, public housing agencies (PHAs), public agencies that address fair housing, civil rights, and the needs of persons with disabilities.

HUD also requires that each Participating Jurisdiction provide opportunities for the public to comment on the proposed Allocation Plan, including the amount of HOME-ARP funds that will be received and the range of activities that the City may undertake.

To ensure broad input into the HOME-ARP Allocation Plan from stakeholders and the public, the City engaged in consultation with stakeholders and the public through several activities including a group virtual consultation session, a written survey of stakeholders, individual agency interviews, a 30-day public comment period, and a public hearing.

### Stakeholder Consultation

In preparing this HOME-ARP Allocation Plan, the City of Irvine consulted with representatives from multiple agencies, groups, and organizations involved in the development of affordable housing, addressing homelessness, and the provision of services to qualifying populations.

A virtual group consultation session was held November 15, 2022. Representatives from multiple agencies, groups, and organizations were invited via email to attend. Those unable to attend were invited to submit written comments via emails or schedule a phone call to share their thoughts.

The virtual consultation session included an overview of the HOME-ARP notice to inform attendees of the qualifying populations and eligible activities, an opportunity to ask clarifying questions, a request for input into needs and gaps, priority populations and activities, and an overview of the Allocation Plan timeline and process.

Individual meetings were held with seven organizations that work with qualifying populations to discuss the potential HOME-ARP funding to gather their input on the needs in the community and the best use of the funds.

A survey instrument was designed and available online. The City invited representatives from multiple agencies, groups, and organizations to rank the qualifying populations and eligible activities and services in order of perceived need, and the best approach for carrying out those activities for the community.

The OC Health Care Agency, the lead agency for the Orange County Continuum of Care (CoC), held a virtual session on January 6, 2022, to provide their recommendations to jurisdictions being allocated funds. City representatives attended.

The City’s virtual consultation session was attended by 12 representatives of nine agencies. The survey was completed by 17 representatives of 17 agencies. All HUD-required agency types and those working with qualifying populations were invited to participate in either the virtual session or the online survey.

### Organizations Consulted by Type and Method

**Table 2 - Organizations Consulted by Type and Methods**

Organization Consulted	Type of Organization	Method of Consultation
211 Orange County	Nonprofit, addresses needs of qualifying populations including homeless, at risk of homelessness, and domestic violence victims; provider of civil rights and social justice services; CES lead for the County	Survey
Be Well OC	Nonprofit, addresses needs of all qualifying populations by providing mental health services	Meeting
C&C Development	Nonprofit, addresses needs of all qualifying populations providing affordable housing	Virtual Session Survey
City of Irvine	Public, addresses needs of all qualifying populations; serves as public housing authority	Virtual Session Survey
Fair Housing Council of Orange County	Nonprofit, addresses needs of qualifying populations providing fair housing services	Survey
Fair Housing Foundation	Nonprofit, addresses needs of qualifying populations including those at risk of homelessness, disabled; provides fair housing services and education	Survey
Families Forward	Nonprofit, addresses needs of qualifying populations including homeless and at risk of homelessness, serves Veterans and military-connected households	Virtual Session Meeting



Organization Consulted	Type of Organization	Method of Consultation
Family Solutions Collaborative	Nonprofit, addresses needs of qualifying populations including homeless; provides CES services	Survey
FOR Families (City of Irvine)	Public, addresses needs of qualifying populations including homeless, at risk of homelessness and those with disabilities	Meeting
Human Options	Nonprofit, addresses needs of qualifying populations including homeless, at risk of homelessness, and domestic violence victims; provides civil rights and social justice services	Virtual Session Survey
Innovative Housing Opportunities, Inc.	Nonprofit, addresses needs of all qualifying populations providing affordable housing	Virtual Session Survey
Irvine Police Department	Public, addresses needs of all qualifying populations	Survey
Irvine Unified School District	Nonprofit, addresses needs of all qualifying populations	Meeting
Irvine Valley College	Nonprofit, addresses needs of all qualifying populations	Meeting
Laura's House	Nonprofit, addresses needs of qualifying populations including victims of domestic violence	Survey
Mental Health Association- Multi Service Center	Nonprofit, addresses needs of all qualifying populations by providing mental health services	Survey
MOMS Orange County	Nonprofit, addresses needs of qualifying populations including domestic violence victims, homeless and those at risk of homelessness	Survey
OAPICA	Nonprofit, addresses needs of all qualifying populations, including those at risk of homelessness	Meeting
OC Health Care Agency	Nonprofit, addresses needs of qualifying populations including homeless	Agency-Sponsored Virtual Session
OMID Multicultural Institute	Nonprofit, addresses needs of qualifying populations including victims of domestic violence	Survey
Orange County Housing Authority (OCHA)	Public, addresses needs of all qualifying populations; serves as public housing authority	Virtual Session
Orange County United Way	Nonprofit, addresses needs of qualifying populations including homeless and those at risk of homelessness	Virtual Session Survey

Organization Consulted	Type of Organization	Method of Consultation
Pathways of Hope	Nonprofit, addresses needs of qualifying populations including homeless and those at risk of homelessness	Survey
South County Outreach	Nonprofit, addresses needs of qualifying populations including at risk of homelessness, homeless and veterans	Meeting Survey
StandUp for Kids, Inc.	Nonprofit, addresses needs of qualifying populations including homeless	Survey

### Summary of Feedback Received from Consulted Organizations

Consultation with these community organizations revealed strong support for the following:

**Development and support of affordable housing.** Participants in the virtual session discussed the need for additional affordable housing. Specific issues mentioned included the shortage of affordable housing inventory; shortage of affordable housing available to Section 8 voucher holders; and competition favoring those that can meet extreme income requirements, applicants without children, and those with steady jobs. Of respondents to the survey, 67% believe there is a high need for this activity.

**Acquisition and development of non-congregate shelter.** The need for additional shelter beds within the City was a frequent subject of comments from those attending the virtual session. Many participants mentioned the need for shelter in general and for specific populations including families, those fleeing domestic violence and other situations, the elderly and single people. Of respondents to the survey, 13% believe there is a high need and 69% believe there is a moderate need for this activity.

**Provision of supportive services.** Providers mentioned many examples of supportive services in the virtual session including rental assistance, childcare assistance, transportation assistance, and educational services. Survey respondents were asked to rate what they believe is the current need for various services eligible under HOME-ARP. Of respondents to the survey, 44% believe there is a high need for this activity. The activities with the most ratings for “high need” were financial assistance costs (81%), mental health services (75%), homeless case management (69%), and homeless wrap-around services (63%).

**Table 3 – Rating of Current Need for Supportive Services**

Supportive Services	High Need	Moderate Need	Low Need	No Need
Financial assistance costs	81%	13%	0%	6%
Mental health services	75%	19%	6%	0%
Homeless case management	69%	31%	0%	0%
Homeless wrap around services	63%	38%	0%	0%
At risk of homelessness case management	56%	31%	13%	0%
Landlord/tenant liaison services	56%	25%	6%	6%
Substance abuse treatment	50%	31%	19%	0%
Food assistance	50%	38%	13%	0%
Transition-aged youth strategies	50%	13%	31%	6%
Housing search and counseling services	50%	31%	19%	0%
Childcare assistance	44%	44%	6%	6%
Transportation assistance	44%	44%	13%	0%
Legal services	44%	25%	19%	13%
Homeless street outreach services	44%	44%	13%	0%
Homeless youth strategies	44%	25%	31%	0%
Services for special populations	44%	31%	19%	6%
Outpatient health and medical services	38%	50%	6%	6%
Credit repair services	38%	38%	19%	6%
Education services	25%	56%	13%	6%
Job training and employment services	25%	69%	0%	6%
Mediation services	19%	50%	19%	13%

**Tenant-based rental assistance (TBRA).** In conjunction with affordable housing, many attendees mentioned the need to increase availability of the TBRA program and as a companion to the development of affordable housing. Of respondents to the survey, 53% believe there is a high need for this activity.

**Nonprofit operating assistance.** In the survey, respondents were asked if they believe there is a need for nonprofit operating assistance. Of respondents to the survey, 94% responded affirmatively that there is a need in the nonprofit sector for this assistance.

### Public Participation

To provide opportunities for public participation, the City of Irvine sent an email to all agencies and individuals on its Community Agencies and Advocates email list, notifying them of the opportunity to participate in the virtual consultation session held on November 15, 2022. In

addition to attending the virtual consultation session, they were asked to complete an online survey regarding their views of the level of need for the eligible activities and qualifying populations as described by the CPD Notice 21-10. Those unable to attend, or who had further comments after the virtual session were invited to email them directly to City staff.

A combined notice of public comment period and public hearing was published in the *Irvine World News* on January 26, 2023. The public notice was published in English with a note referencing additional language assistance available in seven languages (Korean, Vietnamese, Chinese, Spanish, Farsi, Japanese, and Arabic). The *Irvine World News* qualifies as a newspaper of general circulation.

### **Efforts to Broaden Public Participation**

To broaden public participation, local organizations assisting the community were also invited via email to attend the virtual consultation session held during the development of the Allocation Plan, plus City staff offered to meet individually with those agencies that could not attend. Accommodations were made available, if needed.

### **Public Comments and Recommendations Received**

There were no comments received during the Public Comment period or during the Public Hearing.

### **Public Comments and Recommendations Not Accepted and Reasons Why**

There were no comments received during the Public Comment period or during the Public Hearing.

## Needs Assessment and Gap Analysis

The needs assessment and gap analysis must evaluate the size and demographic composition of HOME-ARP qualifying populations, and unmet needs of HOME-ARP qualifying populations. In addition, the needs assessment and gap analysis must identify any gaps within its current shelter and housing inventory, and service delivery system. This needs assessment and gap analysis focuses on the following:

1. Sheltered and unsheltered homeless populations;
2. Currently housed populations at risk of homelessness;
3. Other families requiring services or housing to prevent homelessness; and
4. Those at greatest risk of housing instability or unstable housing situations.

### Housing Inventory Count

The Homeless Management Information System (HMIS) Provider, 2-1-1 Orange County, conducts an annual Housing Inventory Count (HIC) to provide useful context regarding the number and type of beds and units that are available for individuals and families experiencing on any given night. The following tables summarize beds and units available as of January 2022 in the City by bed type.

Emergency housing beds include beds located at emergency shelter and transitional housing facilities. Emergency shelter generally allows for short-term or nightly stays, while transitional housing generally allows for a stays up to 24 months. Both types of emergency housing may include supportive services designed to facilitate movement to independent living.

The 2022 HIC did not include details about housing available for subpopulations.

**Table 4 – Emergency Housing Beds Available as of January 2022**

Type	Family Units	Family Beds	Adult-Only Beds	Child-Only Beds	Total Year-Round Beds
Emergency Shelter	10	26	0	0	36
Transitional Housing	1	4	0	0	5
Total Emergency Housing Beds	11	30	0	0	41

*Source: 2-1-1 Orange County 2022 HIC Count*

The regional HMIS Provider, 2-1-1 Orange County, gathers and reports data for rapid rehousing and permanent supportive housing available in Orange County.

Rapid rehousing provides security and utility deposits and/or monthly rental and utility assistance for rental units that rent for less than the fair market rent. Assistance is generally provided for the shortest period of time necessary for a household to gain stable housing and can range from three to 24 months. Permanent supportive housing provides an unlimited lease term and residents can access services necessary to promote continued housing stability.

**Table 5 – Rapid Rehousing and Permanent Supportive Housing as of January 2022**

	Family Units	Family Beds	Adult-Only Beds	Child-Only Beds	Total Year-Round Beds
Rapid Rehousing	3	9	4	0	13
Permanent Supportive Housing	8	30	37	0	67
Total Year-Round Beds	11	39	40	0	80

*Source: 2-1-1 Orange County 2022 HIC Count*

## Size and Demographic Composition of Qualifying Populations Sheltered Homeless Populations

The 2022 Sheltered PIT Count identified no people experiencing sheltered homelessness in the City on February 21, 2022. People are considered sheltered when they are residing in emergency shelter or transitional housing, but not when they are receiving rapid rehousing assistance or residing in permanent supportive housing.

## Unsheltered Homeless Populations

The 2022 Unsheltered PIT Count identified 60 people experiencing unsheltered homelessness on the nights of February 22, 23, and 24, 2022. Among individuals experiencing unsheltered homelessness the PIT count did not identify how many were in cars, in tents, or on the streets.

## **At-risk of Homelessness**

Households at risk of homelessness are those with incomes at or below 30% AMI, who lack sufficient resources or support networks to prevent homelessness, and

- Have moved more than two times due to economic reasons in the past 60 days, or
- Are doubled up with another household due to economic hardship, or
- Will be evicted within 21 days, or
- Live in a hotel or motel without financial assistance from a nonprofit or government entity, or
- Live in an efficiency apartment and are overcrowded, or
- Are exiting a publicly funded institution or system of care

The CHAS 2015-2019 Data for Tenure by Overcrowding by Household Income by Family Status indicates that there are approximately 12,855 renter households with incomes at or below 30% AMI that are at risk of homelessness in the City.

## **Fleeing or Attempting to Flee Domestic Violence, Dating Violence, Sexual Assault, Stalking or Human Trafficking**

The State of California Department of Justice maintains statistics on domestic violence statewide by jurisdiction. In 2021, the Irvine Police Department responded to a total of 472 calls related to domestic violence in the City. Of these calls:

- 426 of these domestic incidents did not involve a weapon
- 46 calls involved a weapon
  - 0 domestic incidents involved a firearm
  - 2 domestic incidents involved a knife or cutting instruments
  - 3 domestic incidents involved other dangerous weapons
  - 41 domestic incidents involved personal weapons (i.e. feet or hands, etc.)
- 63 domestic incidents involved strangulation or suffocation
- 61 domestic incidents involved strangulation
- 2 domestic incidents involved suffocation

Therefore, if each one of these calls represented a household with member(s) who required housing assistance, it can be estimated that there were up to 472 households in 2021 who were in need of some form of housing assistance (some households may be represented multiple times). The form of housing assistance required may vary depending on the specific circumstances of each case.

## Other Populations

Other populations, as defined by HOME-ARP, include those who:

1. Are currently housed and at risk of repeat homelessness;
2. Have incomes at or below 30% AMI and are experiencing severe housing cost burden; and
3. Otherwise meet the definition of at risk of homelessness and have incomes of more than 30% AMI and at or below 50% AMI

### **Other Populations: At greatest risk of housing instability – Households with incomes <30% AMI and experiencing housing cost burden**

One way to identify the number of households at greatest risk of housing instability is by determining how many households experience housing cost burden. Households at or below 50% of AMI are at greatest risk. The 2015-2019 HUD CHAS data indicates that there are 8,385 renter households with annual incomes at or below 30% AMI experiencing housing cost burden (paying 30% or more of income on rent). These renter households include:

- Two-person households, one or both of whom are age 62 or older
- Small families with two to four non-elderly people
- People living alone or with non-relatives who are age 62 or older
- People living alone or with non-relatives, none of whom are age 62 or older

### **Other Populations: At greatest risk of housing instability – Households with incomes 30-50% AMI that meet HUD's §91.5 definition of at risk of homelessness**

Households at the greatest risk of housing instability are also those with incomes at more than 30% AMI and at or below 50% AMI, who that lack sufficient resources or support networks to prevent homelessness, and who:

- Have moved more than two times due to economic reasons in the past 60 days, or
- Are doubled up with another household due to economic hardship, or
- Will be evicted within 21 days, or
- Live in a hotel or motel without financial assistance from a nonprofit or government entity, or
- Live in an efficiency apartment and are overcrowded, or
- Are exiting a publicly funded institution or system of care



The CHAS 2015-2019 data for Tenure by Overcrowding by Household Income by Family Status provides information on households that include more than one family, household income level, and overcrowding. The CHAS data indicates that there are approximately 5,765 households with incomes between 30% AMI and 50% AMI that are at risk of homelessness in the City because these households experience at least one of four housing problems. The HUD CHAS data defines these four housing problems as follows: 1) housing unit lacks complete kitchen facilities; 2) housing unit lacks complete plumbing facilities; 3) household is overcrowded; and 4) household is cost burdened, paying more than 30% of household income on rent.

### Unmet Housing Needs of Qualifying Populations

The greatest unmet housing need of HOME-ARP qualifying populations in Irvine is affordable rental housing, defined as residences where the tenant pays no more than 30% of household income on rent. According to the City Community Development Department, as of January 2023, there are 50,346 rental apartments in Irvine and another 2,647 in development. Also as of January 2023, the City deed-restricted affordable housing inventory of 4,975 units includes 3,929 units renting to households with incomes at or below 50% of AMI, 474 units renting to households with incomes between 51% to 80% of AMI, and 563 units for moderate-income households earning 80% to 120% of AMI. Another 610 affordable units are in development.

As the table below shows, 3,929 rental units in the City are available to households with incomes at or below 50% AMI. The level of need for affordable rental units for households between 31% to 50% AMI is higher than the level of need for households at or below 30% AMI, although the gap for 14,691 households in both income categories combined is significant.

**Table 6 –Housing Needs and Gap Analysis**

Income Category	# Households Per Income Category	# Deed Restricted Units with Rents Affordable Per Income Category	GAP # Households Needing Affordable Units Per Income Category	GAP % Households Needing Affordable Units Per Income Category
<=30% AMI	12,855	299	12,556	97.7%
>31% to <=50% AMI	5,765	3,630	2,135	37%
Total <=50% AMI	18,620	3,929	14,691	78.9%

Source: City of Irvine, 2023; 2015-2019 HUD CHAS Data

The City’s number of available affordable units for households at or below 50% AMI impacts all four of the qualifying populations and veterans including: homeless lacking the resources to find and/or afford permanent housing; those at risk of homeless for a variety of reasons, including housing instability due to their income; those fleeing or attempting to flee domestic violence and other forms of violence may flee their situation with adequate resources to find housing or be trying to flee but lack resources; other populations needing assistance or supportive services to prevent homelessness or housing instability.

Irvine’s households earning at or below 50% of AMI also experience at least one of the four HUD CHAS housing problems at extremely high rates, as shown in the table below:

**Table 7 –Households at or below 50% AMI with Housing Problems**

	# Households Per Income Category	# Households with at least one housing problem	Percentage
<=30% AMI	12,855	8,730	67.9%
>31% to <=50% AMI	5,765	5,340	92.6%
Total <=50% AMI	18,620	16,255	87.3%

Source: 2015-2019 HUD CHAS Data

### Unmet Service Needs of Qualifying Populations

Based on consultation with service providers in the City, the greatest unmet service needs (not including provision of housing) of qualifying populations including sheltered and unsheltered homeless populations, currently housed populations at risk of homelessness, other families requiring services or assistance to prevent homelessness, those fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking, or human trafficking, and those at greatest risk of housing instability or in unstable housing situations are:

- Financial assistance
- Mental health services
- Homeless case management services
- Homeless wrap-around services
- Landlord/tenant liaison services

Additional unmet service needs of qualifying populations, including sheltered and unsheltered homeless populations, currently housed populations at risk of homelessness, other families requiring services or assistance to prevent homelessness, and those at

greatest risk of housing instability or in unstable housing situations include the following as described in HUD CPD Notice 2021-10, as may be amended:

- Education services
- Food assistance
- Legal services
- Outpatient health services
- Substance abuse treatment
- Transportation assistance
- Mediation services
- Credit repair services
- Services for special populations
- Job training and employment
- Homeless youth services
- Housing search and counseling services
- Transition-aged youth services
- Homeless street outreach services

Research on national statistics shows that homeless individuals and families are in need of mental health services and substance abuse treatment to treat what are often the underlying issues causing homelessness. In addition, this qualifying population would benefit from additional case management services and services addressing their basic needs such as food, housing, and health care.

Those fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking or human trafficking need services in housing services, childcare assistance, and legal services. For those facing housing instability, additional housing search and housing counseling services are needed to address the causes of the instability and assistance to stabilize their housing.

### **Current Resources Available to Assist Qualifying Populations**

HUD defines current available resources to include the following categories:

- Congregate beds and non-congregate shelter units
- Supportive services
- Tenant-based rental assistance
- Affordable and permanent supportive housing
- Housing vouchers

### **Current Resources: Congregate Beds and Non-congregate Shelter Units**

In January 2022, there were no congregate beds or non-congregate shelter units in the City. Congregate beds include emergency, safe haven, and transitional housing beds and units. Non-congregate shelter includes permanent supportive housing and rapid re-housing.

### **Current Resources: Supportive Services**

The lead agency on coordinated entry system (CES), is the 211 Orange County. The agency works to assist the large volume of people experiencing homelessness in the county and maintains a network of service providers available to assist those experiencing homelessness and at risk of homelessness. In addition, there are other networks, both formal and informal, of organizations addressing the needs of the qualifying populations with this funding. Most are regional, serving many communities and cities in the greater Orange County area, offering services to homeless families and individuals, those at risk of homelessness, victims of domestic violence and other dangerous situations, veterans, and many other issues and concerns.

### **Current Resources: Tenant-based Rental Assistance**

Tenant-based Rental Assistance is a HOME-funded program that provides assistance to individual households to help them afford the housing costs of market-rate units on a short-term basis not to exceed 24 months. The City does not allocate HOME funds to provide tenant-based rental assistance.

### **Current Resources: Affordable and Permanent Supportive Rental Housing**

There are 4,975 apartment units within the City that are restricted with affordable rents. In addition, 541 units are in predevelopment or construction. Of those available units, 66 are designated and another 10 units are proposed as permanent supportive housing. The City makes the contact information on these properties available to people and agencies assisting people seeking housing.

### **Current Resources: Housing Vouchers**

A Housing Choice Voucher (HCV) is a HUD-funded rent subsidy that helps households at or below 50% AMI. Generally, the HCV subsidizes rents to in an amount such that the household spends approximately 30% of their monthly income on rent. The City of Irvine participates in the Orange County Housing Authority HCV program. The City does not operate an HCV program. As of January 10, 2023, there are 1,056 HCVs being used by

households within the City to help pay for rent. Household types utilizing HCVs in Irvine include:

- Families: 268 vouchers
- Disabled: 206 vouchers
- Elderly: 582 vouchers

## Shelter, Housing and Service Delivery System Gaps

### Shelter Gap

There is an estimated need for 60 additional shelter beds based on the 2022 PIT count. The PIT count found that there were 60 persons unsheltered persons in a variety of situations, including on the street, in tents or makeshift shelters, or in cars, vans or RVs/campers. The 2022 PIT count does not define how many were individuals, families, children, or young adults.

### Tenant-Based Rental Vouchers Assistance Gap

There is an estimated need of 11,630 tenant-based rental assistance vouchers, based on HUD CHAS data, Table 7. The number of tenant-based rental assistance vouchers needed is equal to the number households with income at or below 50% AMI and who are also paying more than 50% of household income for rent, including utilities. Households paying more than 50% of household income on rent are considered severely rent burdened.

**Table 8 – Tenant-Based Rental Vouchers Assistance Gap**

Household Income Levels/Available Vouchers	# Households
Households <=30% AMI paying more than 50% income on rent, including utilities	7,520
Households >30% to <=50% AMI paying more than 50% of income for rent, including utilities	4,110
TBRA vouchers available	0
<i>TBRA gap</i>	11,630

*Source: 2015-2019 HUD CHAS Data*

### Affordable Supportive Rental Housing Gap

There is an estimated gap of 7,520 rental units affordable for renter households with incomes at or below 30% AMI and an estimated gap of 4,110 rental units affordable for renter households with income from 31% AMI to 50% AMI. Also drawn from 2015-2019 HUD CHAS Data Table 7, the number of Affordable Rental Units is equal to the number of renter

households in the at or below 50% AMI categories that are paying more than 50% of household income for rent, including utilities.

**Table 9 – Affordable Rental Unit Gap**

Households (at or below 50% AMI) with Severe Rent Burden	# Households
Renter households with income at or below 30% AMI and paying more than 50% of income for rent, including utilities	7,520
Renter households with income 31% AMI to 50% AMI and paying more than 50% of income for rent, including utilities	4,110
<i>Total Affordable Rental Unit Need</i>	<i>11,630</i>

*Source: 2015-2019 HUD CHAS Data*

### Permanent Supportive Rental Housing Gap

Permanent Supportive Housing (PSH) is a subset of affordable rental housing that serves people who are disabled, people who are both disabled and homeless and/or people who are at risk of homelessness. HUD defines PSH as follows:

*Permanent Supportive Housing (PSH) is permanent housing in which housing assistance (e.g., long-term leasing or rental assistance) and supportive services are provided to assist households with at least one member (adult or child) with a disability in achieving housing stability.*

Furthermore, the Corporation for Supportive Housing (CSH), a national nonprofit leader, lender and technical support provider in the field of PSH, describes supportive housing as follows:

*Supportive housing is an innovative and proven solution to some of communities' toughest problems. It combines affordable housing with services that help people who face the most complex challenges to live with stability, autonomy and dignity.*

PSH primarily serves households with income at or below 30% AMI. In addition to affordable rent, PSH providers are experienced in operating a service-enriched housing model that offers an array of services necessary to help people with disabilities and/or experiencing chronic homelessness to retain housing stability. Some typical PSH services include case management, health care, mental health care, transportation vouchers, job search and training, social activities, and support groups. PSH can improve health and social outcomes for people with developmental disabilities, physical disabilities, mental health and substance abuse issues, and chronic homelessness. Studies have also shown that PSH yields savings on public dollars by reducing demand for high-cost shelters, hospitals, and other emergency resources.

In addition to serving unhoused individuals, PSH serves people who are disabled and housing insecure. The 2021 ACS Five-Year Population Estimate indicates that a total of 14,670

individuals living in Irvine and over the age of 16 are living below the Federal Poverty Level (\$14,580 annual income for an individual and \$30,000 for a family of four).

The method for determining the need, or gap, for PSH in Irvine is calculated by using a factor developed by the Corporation for Public Housing. The method is to multiply the current population of the City, according to the California Census 2020, by the per capita need in California (.003182). There is an estimated gap of 921 permanent supportive housing units in the City.

**Table 10 – Permanent Supportive Housing Gap**

Population, Factor and Estimated Need	PSH Gap Calculation
2022 Irvine Population	310,250
Per capita estimate of permanent supportive housing need	.003182
Estimated need for Permanent Supportive Housing	987
Permanent Supportive Housing available	66
<i>Total Permanent Supportive Housing Gap</i>	<i>921</i>

*Source: State of California Department of Finance; Corporation for Supportive Housing*

### **Housing Voucher Gap**

The size of the housing voucher gap is unknown. There are currently 1,056 Housing Choice Vouchers in use in the City. OCHA’s existing, and recently purged, waiting list consists of 3,200 households but the number of City households on the list is unknown.

### **Service Delivery System Gap**

To identify gaps in the service delivery system, the City relied on its consultation with stakeholders and experience working with the organizations providing services in the City. The stakeholders believe that the most critical service gaps are in the areas of financial assistance costs, mental health services, homeless case management, and homeless wrap-around services.

The stakeholders also believe there is a need for assistance with general administrative costs among the service providers serving the City’s qualifying populations.

## Characteristics of Housing Associated with Increased Risk of Homelessness for Other Populations

For other populations, severe housing cost burden, or paying more than 50% of household income for rent and utilities, is the primary characteristic of housing associated with the risk of homelessness in the City. The HUD CHAS Data Table 7 indicates that there are 11,630 household at or below 50% AMI who are spending more than 50% of the household income on rent and utilities.

### Priority Needs for Qualifying Populations

**Homeless.** The 2022 Point-In-Time (PIT) count of people who are homeless in Orange County, identified over 5,700 homeless people, including about 3,000 people who are unsheltered. A total 585 homeless people were counted in South Orange County, where the City is located. Veterans, transition aged youth, and seniors were significant subpopulations. In addition to being homeless, the adults counted in the PIT face a wide range of disabling conditions including chronic homelessness, substance abuse issues, physical disability, mental health issues, developmental disabilities, domestic violence, and HIV/AIDS.

**Table 11 – Orange County Homeless Adult Subpopulations and Disabling Conditions**

Subpopulation/Disabling Condition	Unsheltered	Sheltered
Adults	2,936	2,060
Chronic Homelessness	55.07%	38.40%
Substance Use Issues	41.45%	20.19%
Physical Disability	32.19%	24.85%
Mental Health Issues	29.53%	28.06%
Developmental Disability	14.27%	1.89%
Domestic Violence	9.84%	10.97%
HIV/AIDS	1.77%	3.74

Participants in the consultation process believed that the most effective housing strategies to address homelessness are the development of additional shelter beds, affordable housing, and tenant-based rental assistance for housing. The priority needs for supportive services included housing search, mental health services, financial assistance, and case management.

**At risk of homelessness.** A key indicator of risk of homelessness is housing cost burden. According to the National Alliance to End Homelessness, in the *State of Homelessness: 2021*



*Edition*, households experiencing severe housing cost burden and households “doubling up” or sharing housing are at greater risk of homelessness than they were in 2007. The organization drew from 2019 data, prior to the COVID-19 pandemic, and project that reduced work hours and elevated unemployment will further exasperate the homeless crisis.

Participants in the consultation process believed those at risk of homelessness in the City would benefit from additional affordable housing, TBRA assistance for housing, and supportive services offering housing counseling, fair housing, credit repair services, and eviction defense.

**Fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking or human trafficking.** The National Resource Center on Domestic Violence reports that domestic violence is frequently an immediate cause or precursor to homelessness and housing instability and that more than a third of domestic violence survivors report becoming homeless immediately after separating from their partners. The national Institute of Justice reports that one in four homeless women are homeless mainly because of their experiences with violence. The form of that violence includes domestic violence, dating violence, sexual assault, stalking and/or human trafficking.

Participants in the consultation process believed that those dealing with fleeing unsafe relationships or living situations would benefit from supportive services offering housing counseling, mental health services, fair housing, case management services, affordable housing and tenant-based rental assistance.

**Housing instability and homelessness prevention.** Housing instability encompasses a number of challenges, such as having trouble paying rent, overcrowding, moving frequently, staying with friends or family, or rent burden. Those populations affected by housing instability can include children and people who have spent time in prison. According to the US Department of Health and Human Services, those affected by housing instability may live in substandard housing subjecting them to health and safety risks, live in overcrowded units, or forced moves that may result in homelessness.

Participants in the consultation process believed that housing instability, often caused by rent burden, and preventing homelessness are best addressed with affordable rental housing, tenant-based rental assistance, non-congregate shelter, and supportive services including job training and employment services, housing search and housing counseling services, childcare, mental health services, outreach services, and case management.

## HOME-ARP Activities

The City will solicit applications from developers, service providers, and/or nonprofits to administer eligible activities and/or develop shelter and housing. A Notice of Funds Available (NOFA) will be issued. The NOFA will, at a minimum, identify the source of funds available, the total funds available, specify eligible activities, eligible applicants, minimum and maximum funding amounts, application thresholds, and will provide instructions on how to submit a proposal.

The NOFA, still to be developed, will define the evaluation criteria in detail, based on the project to be funded. The evaluation of the applications will include consideration of the project to be delivered, the design and timeline of the project, the costs of delivery, and experience in delivering similar projects.

### Uses of HOME-ARP Funding

**Table 12 – Uses of HOME-ARP Funding**

Activity	Funding Amount	Percent of Allocation	Statutory Limit
Non-Congregate Shelter			
Affordable Rental Housing	\$2,995,647	85%	
Tenant-Based Rental Assistance			
Supportive Services			
Nonprofit Operating Assistance			5%
Nonprofit Capacity Building			5%
Administration and Planning	\$527,644	15%	15%
<b>Total HOME-ARP Allocation</b>	<b>\$3,524,291</b>		

### Rationale for Uses of HOME-ARP Funding

Throughout the City, a case can be made for funding any of the HOME-ARP eligible activities. But given limited funds, and after a careful consideration of the consultation results and review of the needs assessment and gap analysis, the City has determined that this allocation of HOME-ARP funds will be used for the acquisition, construction, or rehabilitation of affordable rental housing. This housing will be developed for occupancy by individuals and families that meet of the qualifying populations as defined in the CPD Notice 2021-10.

As a part of the affordable rental housing project funded with HOME-ARP funds, the City intends to prioritize the creation of permanent supportive housing units. Permanent supportive rental housing is a subset of the affordable rental housing gap, primarily for households with income at or below 30% AMI. In addition to affordable rent, permanent supportive housing provides an array of services necessary to help individuals and families with disabilities or experiencing chronic homelessness to retain housing stability.

**Outreach.** Once the affordable rental housing units and the permanent supportive units are available to rent, an outreach effort will be undertaken by the City to inform the qualifying populations about the units available to rent. Through 211 Orange County, the coordinated entry system (CES) provider, and the network of agencies offering services to the homeless, potential tenants will be informed of the new units and directed to the agency or department handling the rental process.

Other qualifying populations will be reached using similar networks of agencies that serve them and directed to the agency or department handling the rental process.

For those **at risk of homelessness**, that network of service providers includes 211 Orange County, Human Options, and Pathways of Hope, which all offer services and assistance to individuals and families at risk of homelessness.

For those **fleeing domestic violence** and other unsafe relationships or living arrangements, the network includes 211 Orange County which provides support to people who have been a victim of domestic violence and Human Options, Laura's House, and OMID Multicultural Institute.

For those affected by **housing instability**, the Fair Housing Foundation, the area's HUD-approved housing counseling agencies, the Public Law Center, and the United Way's Eviction Diversion Collaborative pilot program in Irvine are a part of the network of service providers.

**Administration and planning.** HOME-ARP administration and planning funds were used to pay City staff working on this allocation plan. HOME-ARP administrative and planning funds were not used to hire consulting services in the preparation of this plan. After the Allocation Plan is approved, administration and planning funds will be used for standard expenses in managing the HOME-ARP program, including the costs of City staff, and hired consultants. Consultants may assist with administrative tasks such as grant administration, monitoring, and reporting.

## **HOME-ARP Housing Production Goals**

As provided by HUD, a HOME-ARP Housing Production Goal Calculation Worksheet was utilized to calculate the estimate of affordable rental housing units for qualifying populations. According to the worksheet that generates the calculation, the City of Irvine will produce and support an estimated six (6) affordable rental units with HOME-ARP funds. The City’s approach is to highly encourage developers to leverage multiple funding sources for all new development, therefore increasing the number of units the City can support with its funding. Support may include operating funds and supportive services for all four qualifying populations.

## **Preferences**

The City of Irvine will not establish preferences to any population or subpopulation. The City intends to make not less than 70% of the HOME-ARP affordable rental housing units available to all qualifying populations.

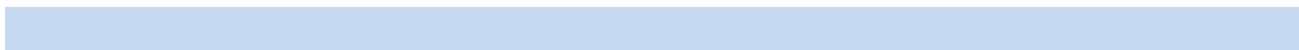
## **HOME-ARP Refinancing Guidelines**

The City of Irvine does not plan to use HOME-ARP funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds. Therefore, refinancing guidelines pursuant to 24 CFR 92.206(b) are not applicable to this HOME-ARP Allocation Plan.



## **APPENDIX A**

### **Citizen Participation**



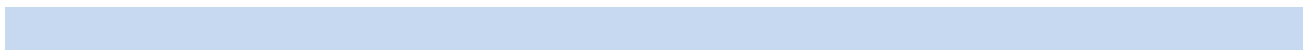
# Summary of Citizen Participation Comments

Allocation Plan Public Review and Comment Period:  
January 26 to February 28, 2023

There were no comments received during the Public Comment period.

Public Hearing before City Council:  
February 28, 2023

There were no comments received during the Public Hearing.



**Irvine World News**

1920 Main St., Suite 225  
Irvine, Ca 92614  
714-796-2209

5191001

IRVINE, CITY OF- LEGALS  
1 CIVIC CENTER PLZ  
ATTN: ACCOUNTS PAYABLE  
IRVINE, CA 92606-5208

**PROOF OF PUBLICATION**

Legal No. **0011581133**

**FILE NO. CCL No. 23-07**

**AFFIDAVIT OF PUBLICATION**

STATE OF CALIFORNIA, }  
County of Orange } **SS.**

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the Irvine World News, a newspaper that has been adjudged to be a newspaper of general circulation by the Superior Court of the County of Orange, State of California, on August 23, 1990, Case No. A-154653 in and for the City of Irvine, County of Orange, State of California; that the notice, of which the annexed is a true printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

**01/26/2023**

I certify (or declare) under the penalty of perjury under the laws of the State of California that the foregoing is true and correct:

Executed at Anaheim, Orange County, California, on  
Date: January 26, 2023.



Signature



CCL No. 23-07

**NOTICE OF PUBLIC HEARING**  
City Council Meeting  
February 28, 2023

**DESCRIPTION:**

**NOTICE IS HEREBY GIVEN** that on Tuesday, February 28, 2023, at the hour of 5 p.m., or as soon thereafter as possible, the City Council of the City of Irvine will conduct a public hearing in the City Council Chamber, One Civic Center Plaza, Irvine, California, to consider the HOME Investment Partnerships American Rescue Plan (HOME-ARP) Allocation Plan.

Pursuant to the United States Department of Housing and Urban Development (HUD) regulations, the City of Irvine (City) has prepared its draft HOME Investment Partnerships American Rescue Plan (HOME-ARP) Allocation Plan to be submitted as a Substantial Amendment to the 2021-2022 Action Plan. The HOME-ARP Allocation Plan is the City's application to HUD for \$3,524,291 of HOME-ARP funds. The draft HOME-ARP Allocation Plan was prepared based on consultation with community stakeholders, a needs assessment, and a gap analysis to determine the proposed use of HOME-ARP funds.

**INFORMATION AVAILABLE:**

Copies of the staff report, and other project information will be available for review by Tuesday, February 21, 2023, with the City Clerk, One Civic Center Plaza, Irvine (City Hall) or online at [www.cityofirvine.org](http://www.cityofirvine.org).

The City of Irvine encourages citizen participation in the HOME-ARP grant management process. If you are unable to attend the public hearing, written comments can be forwarded to the Community Development Department – Housing Division at the address below. Additionally, a copy of the draft HOME-ARP Allocation Plan will be available for public review and comment from January 26, 2023, to February 28, 2023, online at [www.cityofirvine.org/cdba](http://www.cityofirvine.org/cdba).

**CITIZEN INVOLVEMENT:**

Do you have any comments? Questions? Concerns? You are invited to attend a public hearing to be held by the **Irvine City Council on Tuesday, February 28, 2023, at 4 p.m., or soon thereafter** in the Irvine City Council Chamber at City Hall, One Civic Center Plaza, Irvine, or observe via Cox Communications (Channel 30), AT&T U-Verse (Channel 99), or online at [cityofirvine.org/ictv](http://cityofirvine.org/ictv). You may participate in the public hearing by completing the electronic form available on the kiosk at the meeting; by submitting comments in writing via mail to "Attn: City Clerk's Office" at One Civic Center Plaza, Irvine, CA 92606; by e-mail to [clerk@cityofirvine.org](mailto:clerk@cityofirvine.org); or through e-Comment at [cityofirvine.org](http://cityofirvine.org). You may also submit live comments via "Zoom." For more information, visit [cityofirvine.org/ictv](http://cityofirvine.org/ictv) and select "City Council Meetings."

For any public hearing that is scheduled after September 30, 2021, a person's ability to participate and provide verbal comments via teleconference will be contingent on the Governor of California extending teleconferencing accommodations by new executive order or contingent on the California Legislature enacting a statute authorizing the same. Members of the public are encouraged to be informed as to teleconferencing accommodations, if any, available after September 30, 2021. If teleconferencing accommodations are not extended, any person may participate in a public hearing or public meeting, and provide verbal comments therefore, by attending the meeting in person at Irvine City Hall.

**PLEASE NOTE: THE CITY COUNCIL IS MAKING EVERY EFFORT TO FOLLOW THE SPIRIT AND INTENT OF THE BROWN ACT AND OTHER APPLICABLE LAWS REGULATING THE CONDUCT OF PUBLIC MEETINGS, IN ORDER TO MAXIMIZE TRANSPARENCY AND PUBLIC ACCESS. FOR QUESTIONS OR ASSISTANCE, PLEASE CONTACT THE CITY CLERK'S OFFICE AT 949-724-6205, OR VIA EMAIL AT [CLERK@CITYOFRVINE.ORG](mailto:CLERK@CITYOFRVINE.ORG). IT WOULD BE APPRECIATED IF WRITTEN COMMUNICATIONS OF PUBLIC COMMENTS RELATED TO THIS PUBLIC HEARING, ARE PROVIDED PRIOR TO THE COMMENCEMENT OF THE MEETING**



The City Council is the final decision-making body for this item. If you challenge the City Council's action on this item in court, you may be limited to raising only those issues which you or someone else raised at this public hearing or in written correspondence received by the City at, or prior to, the public hearing.

**CITY CONTACT:** For more information, contact Senior Housing Analyst Stephanie Takigawa at [stakigawa@cityofirvine.org](mailto:stakigawa@cityofirvine.org) or via phone at 949-724-7456.

**ADA COMPLIANCE:** It is the intention of the City of Irvine to comply with the Americans with Disabilities Act in all respects. If, as an attendee at this meeting, you will need special assistance beyond what is normally provided, the City of Irvine will attempt to accommodate you in every reasonable manner. Please contact the City Clerk's office at 949-724-6205. Assisted listening devices are available at the meeting for individuals with hearing impairments. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title II)

Language Access Pursuant to Executive Order 13166

한국어로 된 서류 안내 및 번역에 대해 더 많은 정보가 필요한 경우, 949-724-7444 의 Tracey Curioso (으)로 문의해 주시기 바랍니다.

Nếu bạn cần biết thêm bất kỳ thông tin nào liên quan đến thông báo này hoặc tài liệu dịch thuật tiếng Việt, vui lòng liên hệ Tracey Curioso tại 949-724-7444.

如果您需要进一步了解关于此通知或这些文件的中文译本方面的信息，请联系 Tracey Curioso 的 949-724-7444。

Si necesita más información sobre este aviso o la traducción de documentos en español, comuníquese con Tracey Curioso al 949-724-7444.

Tracey Curioso ۞ صورت نیاز به اطلاعات بیشتر در رابطه به این اعلامیه و یا ترجمه اسناد به فارسی، لطفاً با از طریق راه ارتباطی 7444-724-949 به تماس شوید.

この通知または日本語での文書の翻訳に関する詳細情報が必要な場合は、949-724-7444 に Tracey Curioso に連絡してください。

إذا كنت ترغب في الحصول على أي معلومات إضافية تتعلق بهذا الإستمارة أو بترجمة المستندات باللغة العربية، Tracey Curioso فيرجى الاتصال بـ 7444-724-949 على

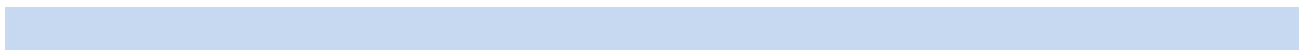
**PUBLISH DATE:** Irvine World News - January 26, 2023

CITY OF IRVINE

By: /s/ Carl Petersen  
Carl Petersen, MPA, CMC  
City Clerk



**APPENDIX B**  
**SF-424 Grant Applications,**  
**SF-424B Assurances,**  
**SF-424D Assurances, and**  
**Allocation Plan Certifications**



**Application for Federal Assistance SF-424**

<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>
---	---	--

<b>* 3. Date Received:</b> <input type="text"/>	<b>4. Applicant Identifier:</b> <input type="text"/>
--	---

<b>5a. Federal Entity Identifier:</b> <input type="text"/>	<b>5b. Federal Award Identifier:</b> <input type="text" value="M-21-MP-06-0557"/>
---	--

**State Use Only:**

<b>6. Date Received by State:</b> <input type="text"/>	<b>7. State Application Identifier:</b> <input type="text"/>
--	--

**8. APPLICANT INFORMATION:**

<b>* a. Legal Name:</b> <input type="text" value="City of Irvine"/>		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text" value="95-2759391"/>	<b>* c. UEI:</b> <input type="text" value="WANRBCLK1AD7"/>	

**d. Address:**

<b>* Street1:</b>	<input type="text" value="1 Civic Center Plaza"/>
<b>Street2:</b>	<input type="text"/>
<b>* City:</b>	<input type="text" value="Irvine"/>
<b>County/Parish:</b>	<input type="text"/>
<b>* State:</b>	<input type="text" value="CA: California"/>
<b>Province:</b>	<input type="text"/>
<b>* Country:</b>	<input type="text" value="USA: UNITED STATES"/>
<b>* Zip / Postal Code:</b>	<input type="text" value="92606-5207"/>

**e. Organizational Unit:**

<b>Department Name:</b> <input type="text" value="Community Development"/>	<b>Division Name:</b> <input type="text" value="Housing"/>
---	---

**f. Name and contact information of person to be contacted on matters involving this application:**

<b>Prefix:</b> <input type="text" value="Mrs."/>	<b>* First Name:</b> <input type="text" value="Lisa"/>
<b>Middle Name:</b> <input type="text"/>	
<b>* Last Name:</b> <input type="text" value="Varon"/>	
<b>Suffix:</b> <input type="text"/>	
<b>Title:</b> <input type="text" value="Housing Manager"/>	
<b>Organizational Affiliation:</b> <input type="text"/>	
<b>* Telephone Number:</b> <input type="text" value="949-724-6612"/>	<b>Fax Number:</b> <input type="text"/>
<b>* Email:</b> <input type="text" value="lvaron@cityofirvine.org"/>	

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U.S. DEPARTMENT OF HOUSING & URBAN DEVELOPMENT

**11. Catalog of Federal Domestic Assistance Number:**

14.239

CFDA Title:

**\* 12. Funding Opportunity Number:**

N/A

\* Title:

HOME Investment Partnerships Program

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

2021-2022 Action Plan Amendment to add HOME-ARP funds under the American Rescue Plan Act.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="3,524,291.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="3,524,291.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative: 

\* Date Signed:

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.


**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE HOUSING MANAGER
APPLICANT ORGANIZATION CITY OF IRVINE	DATE SUBMITTED 3/20/23

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**


**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.



11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	HOUSING MANAGER
APPLICANT ORGANIZATION	DATE SUBMITTED
CITY OF IRVINE	3/20/23

## HOME-ARP CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the participating jurisdiction certifies that:

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing pursuant to 24 CFR 5.151 and 5.152.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** --It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It will comply with the acquisition and relocation requirements contained in the HOME-ARP Notice, including the revised one-for-one replacement requirements. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42, which incorporates the requirements of the HOME-ARP Notice. It will follow its residential anti-displacement and relocation assistance plan in connection with any activity assisted with funding under the HOME-ARP program.


**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations and program requirements.

**Section 3** --It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

**HOME-ARP Certification** --It will use HOME-ARP funds consistent with Section 3205 of the American Rescue Plan Act of 2021 (P.L. 117-2) and the CPD Notice: *Requirements for the Use of Funds in the HOME-American Rescue Plan Program*, as may be amended by HUD, for eligible activities and costs, including the HOME-ARP Notice requirements that activities are consistent with its accepted HOME-ARP allocation plan and that HOME-ARP funds will not be used for prohibited activities or costs, as described in the HOME-ARP Notice.

---

Lisa Varon (Mar 20, 2023 12:02 PDT)  
Signature of Authorized Official

Mar 20, 2023  

---

Date

HOUSING MANAGER  

---

Title






# Allocation Plan - Certifications (1/4)

Final Audit Report

2023-03-20


Created:	2023-03-20
By:	Stephanie Takigawa (stakigawa@cityofirvine.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAJ1Xic6jIOxtqoYixqbOUIHQJ2vW6rkA

## "Allocation Plan - Certifications (1/4)" History

-  Document created by Stephanie Takigawa (stakigawa@cityofirvine.org)  
2023-03-20 - 2:59:23 PM GMT- IP address: 136.52.49.46
-  Document emailed to Lisa Varon (lvaron@cityofirvine.org) for signature  
2023-03-20 - 2:59:42 PM GMT
-  Email viewed by Lisa Varon (lvaron@cityofirvine.org)  
2023-03-20 - 7:02:01 PM GMT- IP address: 104.47.64.254
-  Document e-signed by Lisa Varon (lvaron@cityofirvine.org)  
Signature Date: 2023-03-20 - 7:02:07 PM GMT - Time Source: server- IP address: 63.194.45.134
-  Agreement completed.  
2023-03-20 - 7:02:07 PM GMT

Names and email addresses are entered into the Acrobat Sign service by Acrobat Sign users and are unverified unless otherwise noted.

# Memo

To: Tim Gehrich, Director of Community Development  
Via: Lisa Varon, Housing Manager   
From: Stephanie Takigawa, Senior Housing Analyst  
Date: March 18, 2023  
Re: **Delegation of Signature Authority for HOME-ARP and Other Program Documents**

---

This memo is intended to serve as the Director of Community Development's official delegation of signature authority to the Housing Manager, or their designee, for certain documents required to implement the federal HOME Investment Partnerships American Rescue Plan Program (HOME-ARP).

On February 28, 2023, the City Council, by Resolution No. 23-22, approved the HOME-ARP Allocation Plan and authorized the City Manager to delegate authority to execute all documents and agreements necessary to implement the HOME-ARP Allocation Plan. Additionally, the resolution authorized the City Manager, or their designee, to execute all necessary budget approvals, implement documents, and contract amendments. On March 17, 2023, the City Manager delegated signature authority to the Director of Community Development, or their designee, for the aforementioned documents.

Please sign below to delegate signature authority to the Housing Manager, or their designee, to:

- Execute the HOME-ARP funding documents and agreements necessary to implement the HOME-ARP Allocation Plan; and
- Execute all necessary budget approvals, implementing documents, and contract amendments as necessary to meet HUD program spending deadlines.

Approved:

*Tim Gehrich*

[Tim Gehrich \(Mar 19, 2023 21:10 PDT\)](#)

Timothy N. Gehrich

Director of Community Development

Attachments:

1. City Manager Memo – Delegation of Signature Authority HOME-ARP

cc: Cheryl Frey, Finance Administrator  
Sara Yang, Accountant  
Keri Bullock, Neighborhood Services Administrator  
Amy Roblyer, Community Development Administrator  
Clint Whited, Federal Grant Consultant  
Sara Farrar, Federal Grant Consultant

# Memo

To: Oliver C. Chi, City Manager  
Via: Tim Gehrich, Director of Community Development *TG*  
From: Lisa Varon, Housing Manager *LV*  
Stephanie Takigawa, Senior Housing Analyst  
Date: March 16, 2023  
Re: **Delegation of Signature Authority for HOME-ARP and Other  
Program Documents**

---

This memo is intended to serve as the City Manager's official delegation of signature authority to the Director of Community Development, or their designee, for certain documents required to implement the federal HOME Investment Partnerships American Rescue Plan Program (HOME-ARP).

On February 28, 2023, the City Council, by Resolution No. 23-22, approved the HOME-ARP Allocation Plan and authorized the City Manager to delegate authority to execute all documents and agreements necessary to implement the HOME-ARP Allocation Plan. Additionally, the resolution authorized the City Manager or designee to execute all necessary budget approvals, implement documents, and contract amendments.

Please sign below to delegate signature authority to the Director of Community Development, or their designee, to:

- Execute the HOME-ARP funding documents and agreements necessary to implement the HOME-ARP Allocation Plan; and
- Execute all necessary budget approvals, implementing documents, and contract amendments as necessary to meet HUD program spending deadlines.

Approved:

*Oliver Chi*

---

Oliver C. Chi  
City Manager

Attachments:

1. City Council Resolution No. 23-22

cc: Lisa Varon, Housing Manager  
Cheryl Frey, Finance Administrator  
Sara Yang, Accountant

CITY COUNCIL RESOLUTION NO. 23-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE, CALIFORNIA, APPROVING THE ALLOCATION PLAN FOR FEDERAL HOME INVESTMENT PARTNERSHIPS – AMERICAN RESCUE PLAN FUNDS

WHEREAS, the City of Irvine (City) participates in the United States Department of Housing and Urban Development (HUD) HOME Investment Partnerships (HOME) program; and

WHEREAS, HUD allocated \$3,524,291 of HOME funds under the American Recovery Plan (ARP) known as HOME-ARP funds; and

WHEREAS, a Resolution by the City Council is required for adoption of the HOME-ARP Allocation Plan that is due to HUD by March 31, 2023; and

WHEREAS, the City's Community Development Department Housing Division completed all required consultation, public participation, and data analysis necessary to complete the HOME-ARP Allocation Plan; and

WHEREAS, notice was published in the *Irvine World News* on January 26, 2023 and online on the website of the Housing Division of the Community Development Department regarding a City Council public hearing and the availability of the Draft HOME-ARP Allocation Plan for public review and comment; and

WHEREAS, the Draft HOME-ARP Allocation Plan was published and posted online on the website of the Housing Division of the Community Development Department for a 30-day public review and comment period from January 26 to February 28, 2023; and

WHEREAS, the City Council has considered the community needs, priorities and strategies set forth in the HOME-ARP Allocation Plan and the proposed allocation of \$3,524,291 to eligible HOME-ARP activities; and

WHEREAS, pursuant to Section 15378 of the California Code of Regulations relating to implementation of the California Environmental Quality Act, the proposed activities to be funded are not considered projects resulting in a direct alteration of the environment and, therefore, are exempt from the requirements of California Environmental Quality Act; and

WHEREAS, the proposed activities to be funded are subject to the provisions of the National Environmental Protection Act of which any and all projects funded shall comply, except that, in accordance with 24 CFR Sections 58.34 (a) and 58.35 as to review pursuant to the National Environmental Protection Act, the HOME-ARP Allocation Plan is a planning activity determined to be Exempt.

NOW, THEREFORE, the City Council of the City of Irvine DOES HEREBY RESOLVE as follows:

SECTION 1. That the HOME-ARP Allocation Plan is hereby adopted, and the City Manager or the City Manager's designee is authorized to execute all documents relating thereto deemed necessary by HUD and to execute all implementing and related documents and agreements necessary to implement the HOME-ARP Allocation Plan and the resultant projects.

SECTION 2. That \$2,995,647 in HOME-ARP funds are hereby allocated to Affordable Rental Housing, an eligible HOME-ARP activity determined to be the highest priority need in consideration of the results of consultation as well as the needs and gaps analysis contained within the HOME-ARP Allocation Plan.

SECTION 3. That \$527,644 in HOME-ARP funds are hereby allocated for administrative costs necessary to administer the HOME-ARP Allocation Plan and resultant projects.

SECTION 4. That the City Manager or the City Manager's designee is hereby authorized to execute all necessary budget approvals and implementing documents including establishing Capital Improvement Program projects to fund the foregoing activities.

SECTION 5. That the HOME-ARP Allocation Plan activities shall undergo an environmental review prior to any release of funds consistent with the Program Regulations found in 24 CFR, Part 58.6 and the City Manager or the City Manager's designee is authorized to execute all environmental documentation required by HUD.

PASSED AND ADOPTED by the City Council of the City of Irvine at a regular meeting held on the 28th day of February 2023.

  
MAYOR OF THE CITY OF IRVINE

ATTEST:

  
CITY CLERK OF THE CITY OF IRVINE



STATE OF CALIFORNIA )  
COUNTY OF ORANGE ) SS  
CITY OF IRVINE )

I, CARL PETERSEN, City Clerk of the City of Irvine, HEREBY DO CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the City Council of the City of Irvine, held on the 28th day of February 2023.

AYES:	5	COUNCILMEMBERS:	Agran, Carroll, Kim, Treseder, and Khan
NOES:	0	COUNCILMEMBERS:	None
ABSENT:	0	COUNCILMEMBERS:	None
ABSTAIN:	0	COUNCILMEMBERS:	None

  
CITY CLERK OF THE CITY OF IRVINE






# 2023-03-16 MM Delegation of Signature Authority

Final Audit Report

2023-03-18

Created:	2023-03-17
By:	Debra Langford (dlangford@cityofirvine.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAARAjznuYtQ8W9yFjf5ZngTRRJETLae3ca

## "2023-03-16 MM Delegation of Signature Authority" History

-  Document created by Debra Langford (dlangford@cityofirvine.org)  
2023-03-17 - 0:03:01 AM GMT- IP address: 76.33.70.130
-  Document emailed to Oliver Chi (ochi@cityofirvine.org) for signature  
2023-03-17 - 0:03:21 AM GMT
-  Email viewed by Oliver Chi (ochi@cityofirvine.org)  
2023-03-17 - 10:57:34 AM GMT- IP address: 104.28.111.140
-  Document e-signed by Oliver Chi (ochi@cityofirvine.org)  
Signature Date: 2023-03-18 - 6:45:54 AM GMT - Time Source: server- IP address: 72.196.67.73
-  Agreement completed.  
2023-03-18 - 6:45:54 AM GMT

Names and email addresses are entered into the Acrobat Sign service by Acrobat Sign users and are unverified unless otherwise noted.

# \_DCD Memo - Delegation of Signature Authority HOME-ARP\_

Final Audit Report

2023-03-20

Created:	2023-03-18
By:	Stephanie Takigawa (stakigawa@cityofirvine.org)
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## "\_DCD Memo - Delegation of Signature Authority HOME-ARP\_" History

-  Document created by Stephanie Takigawa (stakigawa@cityofirvine.org)  
2023-03-18 - 8:19:23 PM GMT- IP address: 136.52.49.46
-  Document emailed to Tim Gehrlich (tgehrich@cityofirvine.org) for signature  
2023-03-18 - 8:19:49 PM GMT
-  Email viewed by Tim Gehrlich (tgehrich@cityofirvine.org)  
2023-03-19 - 3:11:19 AM GMT- IP address: 172.226.212.5
-  Document e-signed by Tim Gehrlich (tgehrich@cityofirvine.org)  
Signature Date: 2023-03-20 - 4:10:21 AM GMT - Time Source: server- IP address: 184.180.216.174
-  Agreement completed.  
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