

Local Government Formula Allocation for New Applicants

Rev. 01/23/24

Eligible Applicant Type:	Entitlement				
Local Government Recipient of PLHA Formula Allocation:					
Norwalk					
2020 PLHA NOFA Formula Allocation Amount:	\$592,762	2020 NOFA Allowable Local Admin (5%):	\$29,638	Admin requested?	Yes
2021 PLHA NOFA Formula Allocation Amount:	\$921,336	2021 NOFA Allowable Local Admin (5%):	\$46,067	Admin requested?	Yes
2022 PLHA NOFA Formula Allocation Amount:	\$1,013,902	2022 NOFA Allowable Local Admin (5%):	\$50,695	Admin requested?	Yes
2023 PLHA NOFA Formula Allocation Amount:	\$520,327	2023 NOFA Allowable Local Admin (5%):	\$26,016	Admin requested?	Yes

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

The 302(c)(4) Plan template worksheet requires first choosing one or more of the Eligible Activities listed below. If "Yes" is clicked, the 302(c)(4) Plan worksheet opens a series of questions about what precise activities are planned. Some specific activities, such as providing downpayment assistance to lower-income households for acquisition of an affordable home, could be included under either Activity 2 or 9. Please only choose one of those Activities; don't list the downpayment assistance under both Activities.

If the PLHA funds are used for the same Activity but for different Area Median Income (AMI) level, select the same Activity twice (or more times) and the different AMI level the Activity will serve. Please enter the percentage of funds allocated to the Activity in only the first Activity listing to avoid double counting the funding allocation.


For each year (2020-2023), allocations must equal 100% annually including the allowable administrative costs of up to 5%.

§300 Eligible Applicants

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

Applicant:	Norwalk					
Address:	12700 Norwalk Blvd					
City:	Norwalk	State:	CA	Zip:	90650	
		County:	Los Angeles			
Auth Rep Name:	Jesus M. Gomez	Title:	City Manager	Auth Rep. Email:	kgomez@norwalkca.gov	
Phone:	562-929-5700					
Address:	12700 Norwalk Blvd		City:	Norwalk	State:	CA
		Zip Code:	90650			
Contact Name:	Jill Ann Arabe	Title:	Development Services Manager	Contact Email:	jarabe@norwalkca.gov	
Contact Phone:	562-929-5741					
Address:	12700 Norwalk Blvd		City:	Norwalk	State:	CA
		Zip Code:	90650			

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

§300(d) If Applicant answered "Yes" above, has the Applicant attached the legally binding agreement required by §300(c) and (d)?	A sample agreement can be found by double clicking on the icon to the right		N/A
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File Name:	Application and Adopting the PLHA Plan (2020-2023 Allocations) Reso	Pursuant to section 302(c)(4) of the Guidelines, Applicant's PLHA Plan for 2020-2023 allocations is attached to this resolution, and Applicant certifies compliance with all public notice, comment, and hearing requirements in accordance with the Guidelines.	Yes	Uploaded to HCD?	Yes
File Name:	App1 TIN	Provide a signed Gov't TIN Form		Uploaded to HCD?	Yes
File Name:	Applicant Delegation Agreement	Legally binding agreement between Delegating and Administering Local Governments (sample provided—just click on icon in row 19, column AH)		Uploaded to HCD?	N/A

§301 Eligible Activities

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

<p>§301(a)(10) Fiscal incentives made by a county to a city within the county to incentivize approval of one or more affordable housing Projects, or matching funds invested by a county in an affordable housing development Project in a city within the county, provided that the city has made an equal or greater investment in the Project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an affordable housing Project. Matching funds investments by both the county and the city also shall be a grant or low-interest deferred loan to the affordable housing Project.</p>			No	
§302 Threshold Requirements				
<p>§302(a) The Applicant's Housing Element and Delegating Local Government's Housing Element (if applicable) was/were adopted by the Local Government's governing body by the application submittal date subsequently determined to be in substantial compliance with state Housing Element Law pursuant to Government Code Section 65585.</p>			Yes	
<p>§302(b) Applicant or Delegating Local Government has submitted the current or prior year's Annual Progress Report to the Department of Housing and Community Development pursuant to Government Code Section 65400.</p>			Yes	
<p>§302(c)(2) Applicant certified in the Resolution submitted with this application that submission of the application was authorized by the governing board of the Applicant.</p>			Yes	
<p>§302(c)(3) Applicant certified in the Resolution submitted with this application that, if the Local Government proposes allocation of funds for any activity to another entity, the Local government's selection process had no conflicts of interest and was accessible to the public.</p>			Yes	
<p>§302(c)(4) Applicant certified in the Resolution submitted with this application that the application include a Plan in accordance with §302(c)(4)?</p>			Yes	
<p>§302(c)(4)(D) Applicant certified in the Resolution submitted with this application that the Plan was authorized and adopted by resolution by the Local Government and that the public had an adequate opportunity to review and comment on its content.</p>			Yes	
<p>§302(c)(5) Applicant certified in the Resolution submitted with this application that the Plan submitted is for a term of five years (2019-2023). Local Governments agree to inform the Department of changes made to the Plan in each succeeding year of the term of the Plan.</p>			Yes	
<p>§302(c)(6) Applicant certified in the Resolution submitted with this application that it will ensure compliance with §302(c)(6) if funds are used for the acquisition, construction, or rehabilitation of for-sale housing projects or units within for-sale housing projects.</p>			Yes	
<p>§302(c)(7) Applicant certified in the Resolution submitted with this application that it will ensure that the PLHA assistance is in the form of a low-interest, deferred loan to the Sponsor of the Project, if funds are used for the development of an Affordable Rental Housing Development. The loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with the Local government-approved underwriting of the Project for a term of at least 55 years.</p>			Yes	
<p>§302(c)(8) Has Applicant attached a program income reuse plan describing how repaid loans or accrued interest will be reused for eligible activities specified in Section 301?</p>			No	
File Name:	Reuse Plan	Provide Program Income Reuse Plan describing how repaid loans or accrued interest will be used for eligible activities in Section 301.	Uploaded to HCD?	No
Administration				
Applicant agrees to adhere to §500 , Accounting Records.			Yes	
Applicant agrees to adhere to §501 , Audits/Monitoring of Project Files.			Yes	
Applicant agrees to adhere to §502 , Cancellation/Termination.			Yes	
Applicant agrees to adhere to §503 , Reporting.			Yes	
Certifications				
On behalf of the entity identified below, I certify that: The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct and I possess the legal authority to submit this application on behalf of the entity identified in the signature block.				
Jesus M. Gomez	City Manager			
Authorized Representative Printed Name	Title	Signature	Date	

§302(c)(4) Plan

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§302(c)(4)(A) Describe the manner in which allocated funds will be used for eligible activities.
 The City of Norwalk will use PLHA funds for Activity 301(a)(2), for the development of a Permit-Ready Accessory Dwelling Unit (ADU) Program that provides incentives for residents to build ADUs to meet the needs of a growing workforce earning up to 150 percent of AMI in high-cost areas.

§302(c)(4)(B) Provide a description of the way the Local government will prioritize investments that increase the supply of housing for households with incomes at or below 60 percent of Area Median Income (AMI).
 For Activity 301(a)(2), the City will contract with a qualified consultant through a Request for Proposals (RFP) to develop a Permit-Ready Accessory Dwelling Unit (ADU) Program. Consultant activities may include (but will not be limited to): 1) compiling local data/inventory; 2) outreach to residents to confirm ADU needs; 3) developing policies, tools, analyses and enforceability; 4) preparing pre-approved concept designs and full building designs/elevations; and 5) preparing ADU guidelines. As part of the program, the City will incentive housing development with fee waivers, grants to qualifying homeowners to build ADUs, and recording covenant restrictions.

§302(c)(4)(C) Provide a description of how the Plan is consistent with the programs set forth in the Local Government's Housing Element.
 Providing funding for affordable housing (including ADUs) and assisting in new construction of affordable housing is one of the key policies in the City's Housing Element Update. In particular, Program 1.4 Accessory Dwelling Units, allows the City to provide incentives to residents to encourage the development of ADUs to facilitate housing production and affordability goals set forth in the 2021-2029 RHNA.

§301(a)(2) The predevelopment, development, acquisition, rehabilitation, and preservation of Affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of AMI, or 150 percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days.

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

	Enter Percentage of Funds Allocated for Affordable Owner-occupied Workforce Housing	95%
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The proposed Plan directs the City's PLHA funding to the development of new ADU projects servicing household types and income levels up to 80% of the Area Median Income. The City anticipates providing assistance to permit and build approximately 150 ADUs over the five-year period. The grants to build the units will be restricted to affordable ADUs.

Complete the table below for each proposed Affordable Rental and Ownership Housing Activity to be funded with 2020-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the Activity as many times as needed to capture all of the AMI levels that will be assisted, but only show the percentage of annual funding allocated to the Activity one time (to avoid double counting).

Funding Allocation Year	2020	2021	2022	2023												
Type of Affordable Housing Activity	ADU	ADU	ADU	ADU												
§302(c)(4)(E)(i) Percentage of Funds Allocated for Each Affordable Housing Activity	95%	95%	95%	95%												
§302(c)(4)(E)(ii) Area Median Income Level Served	80%	80%	80%	80%												TOTAL
§302(c)(4)(E)(ii) Unmet share of the RHNA at AMI Level <i>Note: complete for years 2020, 2021, 2022 only</i>	26	22	1													49
§302(c)(4)(E)(ii) Projected Number of Households Served	5	35	65	30												135
§302(c)(4)(E)(iv) Period of Affordability for the Proposed Activity (55 years required for rental housing projects)	5 years	5 years	5 years	5 years												

§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of each Affordable Rental and Ownership Housing project.
 Upon confirmation of award, the City will contract with a qualified consultant through a Request for Proposals (RFP) to develop a Permit-Ready Accessory Dwelling Unit (ADU) Program. Consultant activities may include (but will not be limited to): 1) compiling local data/inventory; 2) outreach to residents to confirm ADU needs; 3) developing policies, tools, analyses and enforceability; 4) preparing pre-approved concept designs and full building designs/elevations; and 5) preparing ADU guidelines. The City will then offer permit fee waivers and grants to qualifying homeowners to incentive them to build ADUs. The City will contract with a consultant within the first 3 months of award; the consultant will complete program design within 9 months; and the first ADU permits/grants will be issued to qualifying residents before August 30, 2024. The program will continue to operate until funds are exhausted or through August 30, 2028. The City has experienced staff to ensure successful implementation of the program.

File Name:	Plan Adoption Reso	§302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by the Local Jurisdiction and that the public had an adequate opportunity to review and comment on its content.	Uploaded to HCD?	Yes
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Total Percentage of Funds Allocated Calculator (2020 - 2023)

2020 Allocation	
Admin	5%
Funds Allocated	95%
Total Percentage of Funds Allocated for 2020	100%

2021 Allocation	
Admin	5%
Funds Allocated	95%
Total Percentage of Funds Allocated for 2021	100%

2022 Allocation	
Admin	5%
Funds Allocated	95%
Total Percentage of Funds Allocated for 2022	100%

2023 Allocation	
Admin	5%
Funds Allocated	95%
Total Percentage of Funds Allocated for 2023	100%