



Mobile Home Tenant Based Rental Assistance Program & Substantial Amendments to the 2020- 2024 Consolidated Plan and 2022-2023 Annual Action Plan

City Council
November 1, 2022

Background

- On September 6, City Council directed staff to form a Mobile Home Tenant Based Rental Assistance Program (MHTBRA) for very low-income senior mobile home owners
- The MHTBRA will be funded using HOME and CDBG funding.
- The City currently operates a TBRA program for individuals and families that are homeless or at-risk of homelessness
- City staff researched mobile home TBRA programs for best practices (4 programs found nationwide)
- On July 25, the Mobile Home Advisory Board provided input and recommended the proposed Mobile Home TBRA program



Background – Program Eligibility and Preferences

Eligibility:

- Age 62 years and older
- HB mobile home owner with space rent
- Minimum one-year residency in the mobile home
- Household income 50% of Area Median Income or less
- Household cannot be receiving any other governmental rental assistance

Preferences:

- Veteran
- Extremely Low-Income (30% of Area Median Income)
- Paying 50% of income or more for space rent



Background – HOME MHTBRA

HOME funds can be used to provide temporary rental assistance (up to 24 months) to households at risk of losing their housing

HUD Requirements:

- Income Eligibility
- Rent Reasonableness
 - Households pay 30% of their gross income toward Fair Market Rent
 - Households must also pay any rent in excess of Fair Market Rent
- Housing Quality Standards Inspection (corrections prior to payment)
- Contract for Assistance
- HOME funds cannot be used to pay back rent, mortgage, utilities



Background – Continuing Program Eligibility

Requirements for continuing participation in the MHTBRA program include:

- The household must remain income eligible
- The household must complete the eligibility recertification process
- The household must continue to reside in the mobile home on a full-time basis
- The household must pay their space rent, City will reimburse their subsidy amount



MHTBRA Guidelines

- In order to implement MHTBRA Program, Guidelines were prepared that address the following:
 - Eligibility requirements
 - Local preferences
 - Selection of applicants, including lottery
 - Maximum income/rent standards
 - Length of assistance
 - Recertification process
 - Program procedures
- Staff recommends eligible OVE residents to be assisted through rent reductions and not MHTBRA subsidy.



Amendment to City's Homeowner Rehabilitation Loans and Grants Program

- Amend the Policies and Procedures to allow for MHTBRA grants to address corrections related to the HQS inspections:
 - \$1,200 for MHTBRA grants for minor repairs.
 - Up to \$15,000 in Emergency Grants for extensive repairs, if necessary.
- Example of typical anticipated repairs include: installation of smoke and carbon monoxide detectors, GFCI protectors, and earthquake strapping to secure water heaters



Amendment No. Three to 2020-2024 Consolidated Plan

- Amendment No. Three consists of the following:
 - Add senior mobile homeowners as a priority need population in need of assistance.
 - Adjust the five-year performance goals as it relates to programs that are no longer funded or have been reduced/increased in funding.



Amendment No. One to 2022-2023 Annual Action Plan

- Amendment No. One consists of the following:
 - Set up and fund the MHTBRA Program for seniors with \$391,654 in FY 2021-2022 HOME carryover funds.
 - Decrease the CDBG Unallocated Funds by \$143,000 for a new total of \$238,117.
 - Reallocate \$65,000 of the CDBG Unallocated Funds to the Loans and Grants Program for a total of \$287,000 to assist in HQS inspections/repairs.
 - Reallocate \$78,000 of the CDBG Unallocated Funds to the Housing Services for TBRA for a total of \$183,000 for administering the MHTBRA Program.



Next Steps

Should the City Council approve the proposed actions this evening related to the MHTBRA program, the next steps are:

- HUD must approve substantial amendments (45 days)
- City will issue a Request for Proposals for a program operator
- Applications will then be accepted for 4 weeks
- Initial eligibility list will be established by lottery



Recommendations

- Hold a public hearing and approve:
 - Substantial Amendment to the 2022-2023 Action Plan
 - Substantial Amendment to the 2020-2024 Consolidated Plan
- Approve the MHTBRA Program Guidelines
- Approve the amendment to the City's Homeowner Rehabilitation Loans and Grants Program Policies and Procedures
- Appropriate funding for MHTBRA Program
- Authorize temporary rent reductions for eligible seniors at Ocean View Estates



Questions?

