

City of Mountain View
Community Development Department
Fiscal Year 2018-19 CDBG/HOME Capital Projects Funding Cycle
1/17/2018 deadline

MidPen Housing Corporation Shorebreeze Apartments

\$ 670,000.00 Requested
\$ 39,031,177 Total Project Cost

Submitted: 1/17/2018 4:57:43 PM (Pacific)

Project Contact

Jan M. Lindenthal
agoldware@midpen-housing.org
Tel: 650-356-2904

Additional Contacts

skho@midpen-housing.org, tgonzalez@midpen-housing.org,
pwillareal@midpen-housing.org

MidPen Housing Corporation

303 Vintage Park Drive, Suite 250
Foster City , CA 94404

President

Matthew O. Franklin
mfranklin@midpen-housing.org

Telephone 650-356-2900
Fax 650-357-9766
Web <http://www.midpen-housing.org/>
EIN 23-7089977

Pre-Application

1. Which of the following describes your organization? Check all that apply.

- ☒ Non-Profit with 501(c)(3) status
- ☒ Community Based Development Organization (CBDO)
- ☐ Faith-Based Organization

2. Briefly describe the project or program that you are proposing.

The Shorebreeze expansion project will add units to a 120-unit property by tearing down 12 townhouse units and building back 62 apartment flats in two buildings. MidPen Housing has full site control of the project, following the buyout of the previous limited partner's interest in 2014. Financing will include a City of Mountain View loan, 4% tax credits, and loans leveraging existing and new project-based vouchers.

3. What are the groups that will be targeted by your project or program?

Low-income households from 30% AMI - 60% AMI.

Application Questions

PROJECT INFORMATION

Information on Funds Requested

1. City Cost per Unit for Requested Funding (housing/service/activity):

123,709.68 \$

123,709.68 TOTAL

2. Total Amount Requested from Other Entities:

\$

TOTAL

3. Mountain View's Requested Share of the Total Project Budget:

%

TOTAL

4. Total Project Cost

\$39,031,177

5. Have you requested funds from the City of Mountain View for this project before?

☒ Yes

☐ No

6. Is this a Public Service or Capital Projects application?

☐ Public Service

☒ Capital Projects

Project Administration and Monitoring

7. For Public Service applicants only - Indicate the amount of CDBG funding and/or General Fund support your agency is currently receiving; or if your agency is a new applicant, enter the requested amount of funding.

Whichever funding source your agency is currently receiving

CDBG Amount

General Fund

New Agency Funding Request

TOTAL

8. Describe your written policies and/or established procedures for ensuring persons with disabilities and/or limited English proficiency have access to the services or activities associated with your funding request.

Per TCAC requirements, 10% (6 apartments) of the 62 rental apartments will be made fully accessible for persons with disabilities. The two new buildings will need to meet California building code, American Disabilities Act, and the related local regulations. In addition, MidPen Property Management maintains written policies to address HUD Section 504 requests for reasonable accommodation for modifications necessary to support housing individuals and their families with disabilities. For residents with limited English proficiency, MidPen Property Management and MidPen Resident Services maintain translation services available for residents as requested.

9. Explain how your agency collects income and race/ethnicity data.

MidPen Property Management Corporation collects income and changes in demographic data as part of the annual income certification process. The race/ethnicity data is usually self-reported at initial occupancy by the residents.

10. Does your agency charge fees for the services for which you are requesting funding?

If so, please upload in the Documents tab a copy of your fee schedule.

☐ Yes

☒ No

11. Describe the need that the proposed project or activity addresses and its community impact.

The Shorebreeze Expansion community will include 61 affordable rental apartments for low income families plus one manager's unit in the City of Mountain View. The primary objective is to help prevent homelessness for families living in the City of Mountain View. The community will include onsite resident services and property management. MidPen Resident Services will provide onsite programs, education and support to help residents improve their lives. In addition to the onsite amenities, Shorebreeze is located in an area of opportunity for low income households, which will promote Fair Housing opportunity. The project's census tract had a poverty rate of 5.1% in the 2010 Census.

12. What other private or government organizations are now or will be addressing the same needs identified herein? Explain how the proposed activity augments rather than duplicates the services of other organizations.

MidPen Housing is constructing 61 new affordable rental homes plus one onsite manager's home in an area that is both

expensive and very difficult to find buildable sites in this built out area. It is filling a very great need for local affordable housing.

Project Information

13. Describe the project's target population, including client eligibility requirements. Discuss how and if they are an at-risk and/or under-served population.

of The community's target population is low-income families earning less than 60% of Area Median Income (AMI). The community will include rental subsidies for lower-income families earning less than 50% of AMI. An eligible household must meet City and TCAC annual income limits at initial move-in into the community. This community provides housing to families making less than 60% of AMI. This income targeting greatly assists households whom are at-risk of losing housing due to the region's tremendous increase in housing rental rates. The building of 61 affordable rental apartments plus one manager's unit addresses the demand for affordable housing for individuals and families who live and work in the City of Mountain View.

14. Information on Clients Served

<input type="text" value="62"/>	Total number of clients who would directly benefit from the program or activity?
<input type="text" value="TBD"/>	Number of Mountain View clients who would directly benefit from the program or activity?
<input type="text" value="62.00"/>	TOTAL

15. If the agency currently receives Mountain View funding, will the proposed assistance result in an increase in the number of clients currently being served by the agency?

If "Yes" is selected, answer the next question. If "No" is selected, proceed to question on number of extremely low, very low and low income clients.

- ☒ Yes
☐ No

16. Of the total additional clients, how many are expected to be Mountain View residents?

To be determined, as MidPen Property Management plans for a live/work preference for City of Mountain View residents and workers.

17. How many Total clients are expected to be Extremely Low Income Very Low Income, or Low Income

<input type="text" value="0"/>	Number of Extremely Low Income (0% up to 30% AMI)?
<input type="text" value="40"/>	Number of Very Low Income (30% up to 50% AMI)?
<input type="text" value="21"/>	Number of Low Income? (50% up to 80% AMI)
<input type="text" value="61.00"/>	TOTAL

18. Numeric Goals. For each activity, please indicate the goal for number of service units to be served. For Example: Annual number of clients who will be permanently housed? 25 Annual number of clients who will secure employment? 15

Annual number of households who will be permanently housed? 62

Annual number of households who will have access to MidPen's supportive/family resources? 62

19. How many Mountain View clients are expected to be Extremely Low Income Very Low Income, or Low Income

<input type="text" value="0"/>	Number of Extremely Low Income Mountain View clients (0% up to 30% AMI)?
<input type="text" value="40"/>	Number of Very Low Income Mountain View clients (30% up to 50% AMI)?
<input type="text" value="21"/>	Number of Low Income Mountain View clients? (50% up to 80% AMI)
<input type="text" value="61.00"/>	TOTAL

20. Briefly describe your agency's mission and history.

To provide safe, affordable housing of high quality to those in need; establish stability and opportunity in the lives of residents; and foster diverse communities that allow people from all ethnic, social and economic backgrounds to live in dignity, harmony and mutual respect.

In 1970, a small but influential coalition of Silicon Valley entrepreneurs, UC Berkeley and Stanford faculty and other community leaders came together to address concerns over the lack of affordable housing in the San Francisco Bay Area. Out of their vision to create affordable housing solutions and with David Packard's personal guarantee on the first line of credit, MidPen Housing was born.

21. How will the effectiveness of your project/activity be measured?

An increase in the supply of affordable housing units.

22. Indicate the estimated number of Mountain View clients that would be served under the following target group categories.

<input type="text" value="TBD"/>	Seniors
<input type="text" value="TBD"/>	Youth
<input type="text" value="TBD"/>	Disabled Persons
<input type="text" value="TBD"/>	Homeless Persons
<input type="text" value="0.00"/>	TOTAL

Consolidated Plan Goals

23. Please indicate which Consolidated Plan Goal(s) will be met by the Project.

Check all that apply.

- ☒ Goal #1: Assist in the creation and preservation of affordable housing for lower-income and special needs households
- ☒ Goal #2: Support activities to prevent and end homelessness
- ☒ Goal #3: Support activities that provide basic needs to lower income households and special needs populations
- ☐ Goal #4: Support programs and activities that strengthen neighborhoods
- ☒ Goal #5: Promote fair housing opportunities

24. Briefly describe how your Project/Activity meets the Goal(s) selected above.

The primary purpose of this project is to create safe, high quality affordable housing for low income households and to provide community services to low income and special needs residents, which will in turn help prevent homelessness. The project will involve the construction of 62 rental apartments for low-income households with onsite services and property management. MidPen Services will provide onsite programs, education and support to help residents improve their lives. In addition to the onsite amenities, Shorebreeze is located in an area of opportunity for low income households, which will promote Fair Housing opportunity. The project's census tract had a poverty rate of 5.1% in the 2010 Census.

HUD Performance Measures

25. HUD requires that recipients of federal funding assess the outcomes of their programs. Please identify which HUD objective will be addressed by this project.

Select ONE.

- ☐ Objective #1: Creates a suitable living environment. This objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment (such as poor quality infrastructure) to social issues such as crime prevention, literacy or elderly health services.
- ☒ Objective #2: Provides decent housing. This objective focuses on housing programs where the purpose of the program is to meet individual, family, or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under suitable living environment.
- ☐ Objective #3: Creates economic opportunity. This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

26. HUD requires that recipients of federal funding assess the outcomes of their programs. Please identify which HUD outcome will be addressed by this project.

Select ONE.

- ☐ Outcome #1: Improve availability/accessibility. This category applies to activities that make services, infrastructure, public facilities, housing, or shelters available or accessible to low/moderate income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low/moderate income people where they live.
- ☒ Outcome #2: Improve affordability. This category applies to activities that provide affordability in a variety of ways in the lives of low/moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.
- ☐ Outcome #3: Improve sustainability. This category applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

For Affordable Housing Projects Only...

27. Type of Project

Check one. If applying for multiple projects, complete a separate application for each project. Click the Open Programs tab, above, to create additional application(s).

- ☒ Housing - Tenure: Rental
- ☐ Housing - Tenure: Ownership
- ☐ Public Facilities
- ☐ Infrastructure
- ☐ Other:

28. Type of Activity

- ☐ Acquisition
- ☐ Rehabilitation
- ☐ New Construction
- ☒ Expansion of an Existing Project

29. If the project involves acquisition of property, has a specific site been selected?

- ☐ Yes
- ☐ No
- ☒ N/A - This project does not include acquisition of property.

30. If the project involves acquisition of property and a specific site has been selected, please provide the address and Assessor's Parcel Number.

If this project does not involve acquisition of property and/or a specific site has not been selected, enter 'N/A'.

N/A

31. Do you have site control?

- ☒ Yes
- ☐ No

32. Explain if an option to purchase has been obtained. If applicable, indicated option period. If not applicable, put "N/A".

N/A

33. Does your organization qualify as a Community Housing Development Organization (CHDO) under the HOME program?

- ☐ Yes
- ☒ No

34. If your organization does not qualify as a CHDO under the HOME program, are you willing and able to meet the qualifications as set forth in federal regulations 24 CFR Part 92 (For affordable housing projects)

- ☒ Yes
- ☐ No
- ☐ N/A - Our organization qualifies as a CHDO under the HOME program.

35. Describe the proposed ownership and management structure of the Project.

MidPen Housing Corporation has site control over 460 N. Shoreline through a limited partnership and through direct ownership of the land. The land occupied by buildings is owned by MidPen Housing Corporation (formerly Mid-Peninsula Housing Coalition). The land is leased out to MP Shoreline Associates Limited Partnership, which owns the existing buildings. MidPen Housing Corporation controls MP Shoreline Associates Limited Partnership through its affiliates, Mid-Peninsula Baker Park, Inc. and Mid-Peninsula Shoreline, Inc. MidPen Housing Corporation has the same Board of Directors as these affiliates. In 2014, MidPen acquired the limited partner's rights from the original investor limited partner.

To facilitate the construction and financing of the new phase, the second phase building will be owned by MP Shorebreeze Associates, LP. MidPen Housing Corporation controls MP Shorebreeze Associates Limited Partnership through its affiliates, MP Shorebreeze Expansion, LLC and Mid-Peninsula Baker Park, Inc. MidPen Housing Corporation has the same Board of Directors as these affiliates. Furthermore, as MP Shoreline Associates leases land from the San Francisco Public Utilities Commission (SFPUC) currently. MidPen Housing Corporation negotiated final terms with the SFPUC on a new ground lease, in which both LPs will lease the SFPUC land when the new ground lease is finalized. This SFPUC land provides parking and

recreational space for the current and new residents of Shorebreeze.

36. As document uploads, please provide the following information:

- ☒ Project income, expense and cash flow analysis for a 30-year period.

37. Provide a detailed project schedule.

If you'd rather, you may enter 'See attached.' here and instead upload your project schedule in the Documents tab.
See attached.

38. For affordable housing projects only, state the number of affordable housing units to be created/rehabilitated and the target income population(s).

If the project does not pertain to affordable housing, enter "N/A".

62 units serving households earning less than 60% of AMI

39. For existing housing developments, provide a listing of the current unit composition and rent structure as well as the proposed unit composition and rents.

If the project does not pertain to affordable housing, enter "N/A".

Existing: Twelve (12) three (3) bedroom town homes. HAP contract rent equals \$4,033.00 for all 12 units.

Proposed: Twenty-one (21) studios with gross rents at \$1,045-\$1,254, Twenty (20) 1-bedrooms with gross rents at \$1,120-\$1,344,

Eight (8) 2-bedrooms with gross rents at \$1,343-\$1,612, Twelve (12) 3-bedrooms with gross rents at \$1,242-\$1,552

40. Provide an explanation of how the project will impact any existing tenants. State if existing tenants will need to be temporarily or permanently relocated. If so, explain how the need for any temporary or permanent relocation will be addressed.

If the project does not pertain to affordable housing, enter "N/A".

To build 62 new rental apartments in two buildings, two existing townhouse buildings containing 12 rental apartments will need to be demolished. These townhome residents will be temporarily relocated nearby in offsite housing, then moved back to the community once construction is completed within 12 months. MidPen is working with a relocation specialist to ensure that all relocation laws and regulations are followed, and that the relocated residents are provided adequate support and guidance throughout their relocation. Twelve, three-bedroom flats will be constructed as part of the new building, and the relocated residents will be able to move back into the new building once it is complete.

41. Upload a list of other similar projects carried out by the agency (include the project name, address, date when it was carried out, funding sources used, number of housing units, and description of the project).

When you finished with the upload, check here to confirm.

- ☒ We have uploaded the list of similar projects in the Documents tab.
- ☐ This is not an affordable housing project so this document request does not apply.

42. Provide an overview of how the property will be managed and how any current management or tenant problems will be handled.

MidPen Property Management Corporation, a California nonprofit public benefit corporation, has managed over 100 properties in Northern California over 40 years. MidPen Property Management onsite staff at the property includes a community manager, assistant community manager, onsite representative who lives in the manager's unit, and two full-time maintenance technicians that are available to address any current management or tenant problems. A Director of Property Management manages a regional Property Manager that supervises the onsite property management staff. Generally, most management - tenant problems are handled by these two management levels. In the event that any issues cannot be resolved by these management levels, then a Vice President of Property Management is available to escalate and resolve any immediate issues.

Green Construction/Rehabilitation

43. What amount and percentage of the total cost of your project is dedicated to Green upgrades?

150,000	\$ Amount
0.3	% of Total Cost
150,000.30	TOTAL

44. Please fill in the table regarding Green Construction/Rehabilitation in the Green Construction/Rehab tab, then check the box below to confirm.

- ☒ We have filled in the table in the Green Construction/Rehab tab, as applicable.

Total Agency Budget

Total Agency Budget	Proposed 2018-2019	2017-2018	2016-2017	2015-2016
-none-	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

Program/Activity Budget & Green Construction/Rehab

Proposed Capital Project Expenses

	Use of Prior City Funds (if applicable)	Prior City Funding Request	Description of Current Funding Request	Amount of Current 2018-19 Funding Request
Project Management/Soft Costs	MV NOFA funds likely to be used for project management and soft costs (Total \$7.1m final loan amount, less \$2.1m est acquisition Description of Use	\$ 2,000,000		\$
Site Acquisition	MV NOFA Loan to be used for site acquisition/purchase of Phase 2 land from Phase 1 entity. Description of Use	\$ 2,100,000		\$
Pre-Development Expenses	Prior and Current HOME/CHDO and CDBG Funds to be used for pre-development expenses. Description of Use	\$ 670,000		\$
Entitlement and Building Fees/ Permits	Prior and current HOME/CHDO and CDBG Funds to be used for these purposes. Description of Use	\$ 390,000		\$
Construction/Rehabilitation/Repair Costs	To be funded from private sources (see Sources and Uses) Description of Use	\$ 3,000,000		\$
Other	Bridge Financing for AHP Loan Commitment expected in 2019 Description of Use	\$ 610,000		\$
Total		\$ 8,770,000		\$ 0

Proposed Project Revenues

	CDBG/HOME	Other (please identify in next column)	Type of Funding
Mountain View	1,060,000	\$ 7,710,000	Affordable Housing Fund
Other Jurisdictions/Sources			
Housing Trust Silicon Valley		\$ 500,000	Perm Loan
Perm Sources - Tranche A		\$ 5,857,400	Perm Loan
Perm Sources - Tranche B		\$ 4,888,000	Perm Loan
Perm Sources - Tranche C		\$ 3,149,700	Perm Loan
AHP		\$ 610,000	Perm Loan
		\$	
		\$	
Total	1,060,000	\$ 22,715,100	

Green Construction and Rehabilitation

	Green Improvement/Upgrade	Annual Cost Savings	Lifetime Savings	Rater Used?	Use of Cost Savings
1	Solar hot water pre-heat system	\$ TBD	\$	€	
2	Efficient irrigation and drought tolerant planting	\$ TBD	\$	€	
3	High efficiency lighting and appliances	\$ TBD	\$	€	
4	High efficiency water heaters	\$ TBD	\$	€	
5	Solar Photovoltaic system	\$ TBD	\$	€	
6		\$	\$	€	
7		\$	\$	€	
8		\$	\$	€	
9		\$	\$	€	
10		\$	\$	€	
11		\$	\$	€	
12		\$	\$	€	
13		\$	\$	€	
14		\$	\$	€	
15		\$	\$	€	
16		\$	\$	€	
17		\$	\$	€	
18		\$	\$	€	
19		\$	\$	€	
20		\$	\$	€	
21		\$	\$	€	
22		\$	\$	€	
23		\$	\$	€	
24		\$	\$	€	
25		\$	\$	€	
Total		\$ 0	\$ 0		

Number of Mountain View Clients Served

	2016-17 Proposed - Mountain View Clients	2016-17 Proposed - Total Clients	2016-17 Actual - Mountain View Clients	2016-17 Actual - Total Clients	2017-18 Proposed - Mountain View Clients	2017-18 Proposed - Total Clients	2018-19 Proposed - Mountain View Clients	2018-19 Proposed - Total Clients
By Income Level								
Extremely Low Income (0%-30% AMI)								12
Very Low Income (31%-50% AMI)								28
Low Income (50%-80% AMI)								21
Moderate Income (81%-120% AMI)								

Above Moderate Income (120%+ AMI)	
By Age	
Youth (0-18 years)	TBD
Adults (19- 62 years)	TBD
Seniors (63+ years)	TBD
Disabled Individuals	TBD
Other Special Needs - Describe:	TBD

Staffing Reimbursement Estimates

Staffing Summary	Position Title	Program/Project Duties	Total Annual Salary	Total Hours per Week	% Time Allocated to CDBG or General Fund Activity	CDBG or General Fund Salary Reimbursement Request
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$
			\$	hrs	%	\$

Required Documents

Documents Requested *

ARTICLES OF INCORPORATION/BYLAWS

LIST OF BOARD OF DIRECTORS: Include the name, telephone number, address, and occupation or affiliation of each member. Identify the principal officers of the governing body.

NONPROFIT DETERMINATION: Submit determination letters from the Federal Internal Revenue Service and the State Franchise Tax Board

Required? Attached Documents *

[Articles of Incorporation](#)

[Board of Directors](#)
[Mid-Peninsula The Farm, Inc Directors](#)

[Nonprofit Determination](#)

documenting the organization is tax exempt.

AUTHORIZATION TO REQUEST FUNDS: Submit documentation of the governing body's authorization to submit the funding request. This consists of a copy of the minutes of the meeting in which the resolution, motion, or other official action is recorded.

DESIGNATION OF AUTHORIZED OFFICIAL:

Document the governing body's action authorizing agency's representative to negotiate for & contractually bind the agency. Upload signed letter from Chairperson with name, title, address, & phone # of officials.

ORGANIZATIONAL CHART: Include the organization's administrative framework and staff positions.



[MidPen Housing Org Chart](#)

FINANCIAL STATEMENT AND AUDIT: Describe any findings or concerns that were cited in the audit or in any accompanying management letter, particularly pertaining to use of CDBG funds. Describe any actions taken to correct identified findings/concerns.



[Audited Financial 2016](#)

RESUME OF CHIEF PROGRAM ADMINISTRATOR

RESUME OF CHIEF FISCAL OR FINANCIAL OFFICER

STAFF QUALIFICATIONS/RESUMES: Provide a statement of qualifications and/or resumes of the development/project team staff members.



[Resumes](#)

FEE SCHEDULE: Please upload a copy of your fee schedule, if you charge a fee for the services for which you are requesting funds.

BUDGET DOCUMENTATION AND/OR AGENCY BUDGET: Upload any documentation to support your Total Agency Budget or a copy of your agency budget.



[Agency Budget](#)

****CAPITAL PROJECTS ONLY** COST BREAKDOWN:** Provide a detailed breakdown of the total cost of the project (budget), including any acquisition, rehabilitation, relocation or other costs.



[Cost Breakdown](#)

****CAPITAL PROJECTS ONLY** REVENUE BREAKDOWN:** Provide a detailed breakdown of anticipated sources of revenue and proposed expenses, including the funding being requested from the City of Mountain View.



[Revenue Breakdown](#)

****CAPITAL PROJECTS ONLY** PROJECT PROFORMA:** Provide a copy of the project proforma: the project income, expense and cash flow analysis for a 30-year period.



[Project Proforma](#)

****CAPITAL PROJECTS ONLY** PROJECT SCHEDULE:** Attach a detailed project schedule. (*REQUIRED if you did not provide a detailed project schedule in the application questions.)



[Project Schedule](#)

****CAPITAL PROJECTS ONLY** SITE/FLOOR PLANS:** If applicable and available, include a site plan and floor plans and elevations of the project.

****CAPITAL PROJECTS ONLY** SITE/FLOOR PLANS:** If applicable and available, include a site plan and floor plans and elevations of the project.

****CAPITAL ONLY** LIST OF OTHER PROJECTS:** Provide list of other projects similar to proposed project carried out by agency (include project name, address, date when carried out, funding sources

used, # of housing units, & description of projects).

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 100505

Become a [fan of ZoomGrants™](#) on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2002-2018 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
[Logout](#) | [Browser](#)