

Attachment A:
Standard Agreement
No. 20-NPLH-16259
(Hollister II, Round 3 Noncompetitive)

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER

20-NPLH-16259

PURCHASING AUTHORITY NUMBER (if applicable)

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

CONTRACTOR'S NAME

Sanctuary Centers of Santa Barbara, Inc., and County of Santa Barbara

2. The term of this Agreement is:

START DATE

Upon HCD Approval

THROUGH END DATE

Thirty (30) Years from Effective Date

3. The maximum amount of this Agreement is:

\$450,000.00

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

EXHIBITS	TITLE	PAGES
Exhibit A	Authority, Purpose and Scope of Work	6
Exhibit B	Budget Detail and Payment Provisions	1
Exhibit C*	State of California General Terms and Conditions	GTC - 04/2017
Exhibit D	NPLH Program General Terms and Conditions	23
Exhibit E	Special Conditions	3
TOTAL NUMBER OF PAGES ATTACHED		33

Items shown with an asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

See Attached

CONTRACTOR BUSINESS ADDRESS

See Attached

CITY

See Attached

STATE

See Attached

ZIP

See Attached

PRINTED NAME OF PERSON SIGNING

See Attached

TITLE

See Attached

CONTRACTOR AUTHORIZED SIGNATURE

See Attached

DATE SIGNED

See Attached

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

Department of Housing and Community Development

CONTRACTING AGENCY ADDRESS

2020 W. El Camino Ave., Suite 130

CITY

Sacramento

STATE

CA

ZIP

95833

PRINTED NAME OF PERSON SIGNING

Michael White

TITLE

Manager, Contract Services
Housing and Community Development

CONTRACTING AGENCY AUTHORIZED SIGNATURE

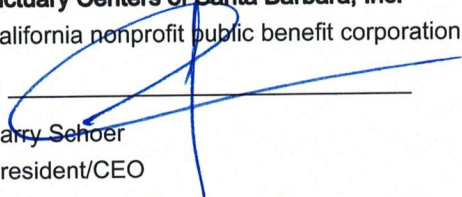
DATE SIGNED

California Department of General Services Approval (or exemption, if applicable)

Exempt per; SCM Vol. 1 4.04.A.3 (DGS memo dated 06/12/1981)

CONTRACTOR

Sanctuary Centers of Santa Barbara, Inc.
a California nonprofit public benefit corporation

By: 
Barry Schoer
President/CEO

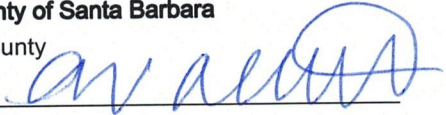
Date: 6-7-2023

Address:

P.O. Box 551
Santa Barbara, CA 93102

County of Santa Barbara

a County

By: 
Antonette Navarro, LMFT
Director

Date: 6/9/2023

Address:

429 N. San Antonio Road
Santa Barbara, CA 93110

EXHIBIT A

AUTHORITY, PURPOSE AND SCOPE OF WORK

1. Authority

Pursuant to the Government Code Section 15463, Part 3.9 of division 5 (commencing with section 5849.1) of the Welfare and Institutions Code, and Section 5890 of the Welfare and Institutions Code all as amended and in effect from time to time, the State of California (the "State") has established the No Place Like Home Program (the "Program"). Pursuant to Section 5849.5 of the Welfare and Institutions Code, the State has issued Guidelines governing the Program, as amended from time to time (the "Guidelines").

This Standard Agreement, STD 213, (the "Agreement" or "Contract") is the result of the Sponsor's application (the "Application") for funding under the Program pursuant to:

- A. Section 5849.8 of the Welfare and Institutions Code
- B. The Program Guidelines dated October 23, 2020; and,
- C. The Notice of Funding Availability (the "NOFA") for (as applicable):
 - a. Noncompetitive Allocation funds dated August 15, 2018, and as amended October 30, 2018, and on October 23, 2020, as may be further amended from time to time
 - b. Competitive Allocation funds dated October 23, 2020 for Competitive Allocation funds, as may be further amended from time to time

2. Purpose

In accordance with the authority cited above, Sponsor's Application was made to the State for financial assistance from the Program (the "Loan" or "Award"), for the purpose of assisting in the development, operation and maintenance of a Rental Housing Development (as defined in section 3 hereof) (the "Development") on certain real property (the "Property") as described in the Application and the Project Report. The Application, including all representations made therein, and the Project Report (as defined in section 3 hereof) are hereby incorporated in this Agreement by this reference.

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The financial assistance from the Program shall be in the form of a permanent loan to the County, Sponsor, or its approved affiliate (the "Borrower" as defined in section 3 hereof), as owner of the Development for the capital portion of the award, and (if applicable) in the form of a grant to the County, Sponsor, or its HCD approved affiliate under the direct control of the Sponsor (as set forth in Paragraph 8 below) for the portion of the award that is the Capitalized Operating Subsidy Reserve.

The purpose of the Award is to ensure that the Development is constructed, owned, managed, maintained and operated in accordance with the requirements of the Program, the requirements of the Guidelines, and the representations of the Application, and to ensure that certain residential units therein shall be occupied by eligible households at affordable rents as defined in the Guidelines for the full term of the Loan, regardless of sale or transfer of the Property or prepayment of the Loan. To further effect this purpose, if Sponsor or Borrower is an entity other than the Sponsor identified in the Application, HCD (as defined in section 3 hereof) may require the Sponsor to enter into a sponsor operating guaranty (the "Sponsor Operating Guaranty") as a condition of closing the Loan.

By entering into this Agreement and thereby accepting the Award of Program funds, the Sponsor agrees to comply with the terms and conditions of the Guidelines, the NOFA, this Agreement, the representations contained in the Application, the Project Report and the requirements of the authorities cited above.

3. Definitions

Capitalized terms herein shall have the meaning of the definitions set forth in the Guidelines, the UMR's and in this Exhibit A as follows:

- A. "Agreement" refers to this Standard Agreement.
- B. "Borrower", or "Ultimate Borrower" refers to the borrowing entity and owner of the Development. The Sponsor, or Development Sponsor, determined by HCD as having sufficient capacity and experience to develop, own and operate the Development, or its wholly controlled affiliate shall have continuing control of the Development. The Borrower structure shall not have more levels of organization than are allowed in accordance with UMR Section 8313.2.
- C. "COSRA" refers to the COSR (as defined below) agreement governing the terms and conditions of the disbursement of the COSR.
- D. "Capitalized Operating Subsidy Reserve" or "COSR" refers to the capitalized operating reserve provided under Section 209 of the Guidelines.

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- E. "Sponsor" or "Development Sponsor" refers to the entity or entities that made the Application to the Department for the Award for the Development (as defined below) and identified as "Contractor" on page 1 to this Agreement (STD 213). "Sponsor" also includes any affiliate or assignee of the Sponsor approved by the Department and undertaking all the obligations of the Sponsor hereunder (e.g., the Borrower). In the case of joint applicants, "Sponsor" shall refer to each applicant or the approved assignee of such applicant. Each joint applicant shall be jointly and severally liable for all obligations of a Sponsor as set forth herein.

Sanctuary Centers of Santa Barbara, Inc. ("Corp") was awarded the NPLH Loan funds pursuant to the award letter, dated June 23, 2021. The Department acknowledges that the Corp will be considered the Ultimate Borrower of the NPLH Loan funds and as such will execute the NPLH Loan documents as described in section 39 of Exhibit D. If a separate Ultimate Borrower entity is created in the future ("LP"), the LP and Corp will be collectively referred to herein as "Sponsor." As such, the LP and Corp shall be jointly and severally liable for all the obligations of a Sponsor as set forth herein. Performance satisfactory to the Department by the LP of any duties and obligations under this Standard Agreement, and any other agreements as required by the Department, by either the LP or Corp will be deemed as performance by the Sponsor.

At a minimum, the sponsor-controlled general partner must solely perform the substantial management duties identified in Board of Equalization Rule 140.1(a)(10) as items (A), (H), (I) and (K).

- F. "Department" or "HCD" refers to the Department of Housing and Community Development.
- G. "Guidelines" refers to the NPLH Guidelines dated October 23, 2020.
- H. "Project Report" refers to the HCD staff report presented to and approved by the Department's Internal Loan Committee. The Project Report sets forth the project criteria as approved by the Department at the time of the award of Program Loan funds. The information set forth in the project report may be amended only upon HCD's written approval.
- I. "Performance Milestones" refers to the development schedule and/or milestones proposed by the Sponsor at time of application and as set forth in the Project Report.

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- J. “Program” refers to the No Place Like Home Program (NPLH).
- K. “Rental Housing Development” (the “Development”) refers to the residential rental “Affordable Housing Development” described in the Application and meeting the criteria set forth in the Project Report providing the affordable housing units, as described therein, in consideration of the No Place Like Home Loan (the “NPLH Loan”). The Rental Housing Development shall meet all criteria as set forth in the Guidelines.
- L. “TCAC” refers to the California Tax Credit Allocation Committee.
- M. Any reference to a specific “Section” or “section” of the Guidelines shall initially refer to that specific numbered section of the Guidelines adopted on and dated October 23, 2020. Notwithstanding, if and when the Department amends any portion of the Guidelines, all references herein to any such portion of the Guidelines shall be deemed to refer to the updated version of the Guidelines, either in whole or in part, as may be applicable. To the extent that any Guidelines section or sections (Section or Sections) provision is or are amended, and thereafter receive(s) a new Guidelines section number(s), any reference herein to the old Guidelines section(s) number(s) shall be interpreted to refer instead to the Guidelines section(s) that is (or are) intended to replace the content and substance of the former Guidelines section(s).

4. Scope of Work

The Scope of Work (“Work”) for this Agreement shall consist of the development and construction of the Development identified in the Award Letter. The Development is to be developed and constructed by the Sponsor, or by a developer on behalf of the Sponsor, as provided in the Application and shall meet the criteria set forth in the Project Report.

Further, the Sponsor shall take such actions, pay such expenses and do all things necessary to complete the Development as identified in the Award Letter and described in the Project Report in accordance with the schedule for completion set forth therein and the terms and conditions of this Agreement.

All written materials or alterations submitted as addenda to the original Application and the Project Report and which are approved in writing by a Division of Financial Assistance Program Manager or higher Department official, as appropriate, are part of the Application and are hereby incorporated as part of the Agreement.

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HCD reserves the right to review and approve all Work to be performed by the Sponsor in relation to this Agreement. Any proposed revision of the Work must be submitted in writing for review and approval by HCD. Any approval shall not be presumed unless such approval is made by HCD in writing.

5. Evidence of Point Generating Activities

Based on the points awarded to its Application, Sponsor assures the Department of the existence or planned aspects of all point generating activities as detailed in the Project Report.

At the request of the Department, Sponsor shall provide further and additional evidence sufficient to demonstrate the existence and/or completion of the items for which the Sponsor's Application received points. Failure to provide such evidence to the reasonable satisfaction of the Department may result in a reevaluation of the Application and the reduction or cancellation of the award, require repayments of any disbursed Program funds, and result in the disencumbrance of Program funds awarded.

6. Special Conditions

Sponsor shall ensure the completion of the special conditions (if any) set forth in the Project Report and in Exhibit E of this Agreement (if any), by the designated dates. Sponsor may apply to the Department for an extension on any timelines based on good cause shown and best efforts and assurances from the Sponsor for timely completion of the remaining any such special conditions.

7. State Coordinator

The coordinator of this Agreement for the state is the Program Manager for the No Place Like Home, Division of Financial Assistance. Any notice, report, or other communication required by this Agreement shall be mailed by first class mail to the State Program Manager at the following address:

Department of Housing and Community Development
Division of Financial Assistance – NOFA Unit
P.O. Box 952054
Sacramento, California 94252-2054

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8. Contract Coordinator(s)

The Sponsor(s) Contract Coordinator for this Agreement is listed below. Unless otherwise informed, any notice, report, or other communication required by this Agreement shall be mailed by first class or emailed to the contact at the following address:

Ultimate Borrower:	Sanctuary Centers of Santa Barbara, Inc.
Name:	Barry Schoer
Address:	P.O. Box 551 Santa Barbara, CA 93102
Phone No.:	(805) 569-2785
Email Address:	bschoer@sanctuarycenters.org

Sponsor:	Sanctuary Centers of Santa Barbara, Inc.
Name:	Barry Schoer
Address:	P.O. Box 551 Santa Barbara, CA 93102
Phone No.:	(805) 569-2785
Email Address:	bschoer@sanctuarycenters.org

County Applicant:	County of Santa Barbara
Name:	Antonette Navarro
Address:	300 N. San Antonio Road Santa Barbara, CA 93110
Phone No.:	(805) 681-5220
Email Address:	agleghorn@sbcbswell.org

EXHIBIT B

BUDGET DETAIL AND PAYMENT PROVISIONS

1. Terms of Award

A. Principal Amount

The principal amount of the Award shall be the lesser of:

- 1) the principal amount as stated in the Application; or,
- 2) the amount later approved by the Department as consistent with the requirements of the Guidelines.

B. Interest and Payment

The portion of the Award provided as a Loan shall bear interest at the rate and be payable as provided in section 200 of the Guidelines and under the terms of the Department's promissory note to be executed at loan closing. The Loan may not be prepaid without the prior written consent of the Department.

2. Invoicing and Payment

- A. All loan proceeds used to finance capital costs of Assisted Units in the Development (the "Permanent Loan Proceeds") shall be disbursed through an independent escrow/title company. The Department shall prepare and submit instructions to the escrow holder, detailing the requirements for the release of Loan proceeds to the Borrower. The Permanent Loan Proceeds do not include funds awarded for a Capital Operating Subsidy Reserve (COSR) pursuant to Guidelines section 209.
- B. The Permanent Loan Proceeds shall be released through escrow upon the Sponsor's, or its assignee's, submittal of the Request for Funds form and the satisfaction of the terms of the award letter and this Agreement. HCD reserves the right to retain 10 percent of the approved loan proceeds pending receipt and acceptance of the cost audit and any remaining loan closing checklist items.
- C. COSR proceeds, if awarded, will be held by the Department and disbursed annually pursuant to Guidelines section 209.

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EXHIBIT D

NPLH PROGRAM GENERAL TERMS AND CONDITIONS

1. Effective Date, Commencement of Work and Completion Dates

This Agreement is effective upon approval by all parties and the Department, which is evidenced by the date signed by the Department on page one, Standard Agreement, STD 213 (the "Effective Date"). The Sponsor agrees that the Work shall be completed as specified in this Agreement, the Project Report, incorporated herein by reference, and subject to the Agreement expiration date specified on page 1, number 2, of this Agreement (STD 213), unless a written request for an extension is submitted and written approval by the Department, is provided within 90 days prior to the termination date of the Agreement. Any extension to the termination date shall require an amendment to this Agreement executed by all parties.

Construction Loan Closing Deadline: Per Section 200(h) of the Guidelines, the construction loan closing shall occur no later than thirty-six (36) months from the date of the Department's award letter June 23, 2021.

Permanent Loan Closing Deadline: Per Section 200(i), the permanent loan closing shall occur no later than seventy-two (72) months from the date of the Department's award letter June 23, 2021.

The Department may extend the deadlines above a total of up to twenty-four (24) months in the aggregate where it is clear to the Department, that granting an extension will enable the Project to start construction or achieve ninety (90) percent occupancy of the Assisted Units.

2. Termination

The Department may terminate this Agreement at any time for cause by giving at least 14 days' notice in writing to the Sponsor. Cause shall consist of violations by the Sponsor of any terms and/or special conditions of this Agreement, including but not limited to:

- A. Failure of the Loan to close on or before the Loan closing deadline as stated under "Timing" in these General Conditions.

EXHIBIT D

- B. Failure of the Sponsor to satisfy in a timely manner each of the conditions set forth in these General Conditions, Special Conditions set forth in Exhibit E of this Agreement and the award letter.
- C. Determination by the Department that: (a) any material fact or representation made or furnished to the Department by the Sponsor in connection with the Application, or the award letter have been untrue or misleading at the time that such fact or representation was made known to the Department, or subsequently becomes untrue, or (b) the Sponsor shall have concealed any material fact from the Department related to the Application or the Development.
- D. Filing a petition by Sponsor, or any affiliate or general partner of Sponsor, for relief under the Bankruptcy Code; the filing of any pleading or an answer by Sponsor, or any general partner of Sponsor, in any involuntary proceeding under the Bankruptcy Code; a general assignment by Sponsor, or any affiliate or general partner of Sponsor, for the benefit of creditors; or the filing of an application for the appointment of a receiver, trustee, custodian or liquidator of Sponsor or any of its property, or any affiliate or general partner of Sponsor or any of its property.
- E. Failure of Sponsor, or any general partner of Sponsor, to effect a full dismissal of any involuntary petition under the Bankruptcy Code that is filed against Sponsor, or any general partner of Sponsor, or in any way restrains or limits Sponsor, or any general partner of Sponsor, or the Department regarding the Loan or the Development, prior to the earlier of the entry of any court order granting relief sought in such involuntary petition, or 30 days after the date of filing of such involuntary petition.
- F. Attachment, levy, execution, or other judicial seizure of any portion of the Development, or any substantial portion of the other assets of Sponsor, or any general partner of Sponsor, that is not released, expunged, bonded, discharged, or dismissed within 30 days after the attachment, levy, execution, or seizure.
- G. Pendency of any proceeding challenging the legal existence or authority of Sponsor, or any general partner of Sponsor, or any proceeding challenging the legality of the Development.
- H. Failure of Sponsor to close the Department approved construction financing on or before the date indicated under "Timing" in these General Conditions. Any

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reference in this Agreement to "construction" shall include rehabilitation construction, if applicable.

3. Timing

- A. The Sponsor shall close the construction financing approved by the Department and commence construction of the Development in accordance with the development schedule set forth in the Project Report. Upon the Department's request, the Sponsor shall promptly provide evidence of recorded deeds of trust for all construction financing, payment of all construction lender fees, issuance of building permits (a grading permit does not suffice to meet this requirement) and notice to proceed delivered to the contractor. If no construction lender is involved, and the project is receiving low-income housing tax credits, evidence must be submitted that the equity partner has been admitted to the ownership entity, and that an initial disbursement of funds has occurred.
- B. This Agreement shall expire on date specified on page 1, number 2, of this Agreement (STD 213).

4. Disputes

Applicable law, including the Department's and the Program's statutes, rules, regulations, and Guidelines shall apply and be enforced in the event of any conflict that becomes apparent to the Department at any time, notwithstanding the Department's preliminary prior review of Project documentation at the time of construction loan closing.

5. Consent

The parties agree that wherever the consent or approval of the Department or the Sponsor is required under this Agreement, such consent or approval will not be unreasonably withheld or delayed, unless the same is specified as being in that party's sole discretion or other words of similar import.

PRE-CONSTRUCTION LOAN REQUIREMENTS

Unless otherwise approved in writing by the Department, the following conditions require compliance prior to the close of the construction loan(s) for the Development (construction loan includes a rehabilitation loan):

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6. Site Control

The Sponsor shall have 100% control of the land at time of application and through permanent loan closing, and such control shall not be contingent on the approval of any other party. The status and nature of the Sponsor's title and interest in the property shall be subject to the Department's approval. Site control may be evidenced by one of the following:

- A. Fee title;
- B. A leasehold interest on the project property with provisions that enable the lessee to make improvements on and encumber the property provided that the terms and conditions of any proposed lease shall permit compliance, prior to loan closing, with all Program requirements;
- C. An enforceable option to purchase or lease which shall extend through the anticipated date of the Program award as specified in the NOFA;
- D. An executed disposition and development agreement right of way, or irrevocable offer of dedication to a Public Agency;
- E. An executed encroachment permit for construction of improvements or facilities within the public right of way or on public land;
- F. An executed agreement with a public agency that gives the Sponsor exclusive rights to negotiate with that agency for acquisition of the site, provided that the major terms of the acquisition have been agreed to by both parties; or
- G. A land sales contract or other enforceable agreement for the acquisition of the property.
- H. Other forms of site control that give the Department assurance (equivalent to A-G above) that the applicant or developer will be able to complete the Project and all housing designated in the application in a timely manner and in accordance with all the requirements of the Program.
- I. If the Sponsor's interest in the property is a leasehold, the lease must provide adequate security for the Program Loan and comply with the requirements of the Uniform Multifamily Regulations ("UMR"), Section 8316. The Sponsor shall provide a copy of the ground lease for the Department's approval and review of

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its compliance with UMR Section 8316. The lessor and lessee will be required to sign the Department's standard form Lease Rider and Estoppel Agreement, unless the lessor agrees to sign the Program Loan documents as required by the Department and encumber all its interest in the Development. Where the lessee and the lessor are affiliated or related private parties, both the lessee and the lessor must execute the Program Loan documents so as to encumber both the leasehold and fee interests in the Development.

7. Title Report

The Sponsor shall provide a current title report for the real property on which the Development is located. If the Sponsor's interest in the property is leasehold, then the Sponsor shall provide a current title report for the leasehold interest and the fee interest.

8. Site Inspection

The Department reserves the right, upon reasonable notice, to inspect the Development site and any structures or other improvements thereon to determine whether the Development site meets the requirements of the Program Guidelines and the criteria set forth in the Project Report. If the Department reasonably determines that the site is not acceptable for the proposed Development in accordance with the Guidelines, the Department reserves the right to rescind the Award and the Loan.

9. Adaptability and Accessibility

The Sponsor and the Development shall comply with all applicable federal, state and local laws regarding adaptability and accessibility in the design, construction and rehabilitation of residential projects for persons with disabilities. In addition, NPLH projects shall comply with the accessibility requirements referenced in Section 213 (b) of the Program Guidelines.

10. Physical Needs Assessment

If the Development involves rehabilitation of existing units, the Sponsor shall provide a post-rehabilitation physical needs assessment acceptable to the Department, in accordance with instructions provided by the Department.

EXHIBIT D

11. Reserve Study

Upon request by the Department, Sponsor shall provide an independent, third-party replacement reserve study acceptable to the Department.

12. Development Budget

Unless otherwise approved in writing by the Department, prior to the close of any construction financing, the Sponsor shall provide to the Department for its review and approval, a copy of the construction lender(s)' approved development budget.

13. Reasonable Development Costs

Sponsor shall provide to the Department evidence that total development costs are reasonable and necessary for the proposed improvements. To verify cost reasonableness, the Department may require qualified third-party verification of costs, evidence of the competitive bidding of major trades and real estate appraisals. Where the Development is a component of a larger development, the Sponsor shall submit to the Department for its approval, a development cost sharing breakdown for the entire development which covers all development costs for each of the individual components of the entire development and includes a discrete development budget for the Development consistent with the budget in the Application and Project Report. Eligible costs for Developments are limited to costs as specified in Guideline Section 200(a) and (b).

14. Cost Savings

If, upon completion of the Development, the total development funding sources exceed the total development costs, the Department will share costs in accordance with UMR Section 8313.1.

15. Sponsor Control of Development

Sponsor shall provide evidence satisfactory to the Department that the Sponsor identified in the Application and who demonstrated the requisite experience, pursuant to Section 202 of the Guidelines, in the application process, has and will retain full control over the development, construction, ownership and management of the Development through control of the borrowing entity by the Sponsor either directly as Borrower, or as a managing general partner of Borrower, or as the member/manager of the general partner of the Borrower. At a minimum, the sponsor-controlled general partner must

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solely perform the substantial management duties identified in Board of Equalization Rule 140.1(a)(10) as items (A), (H), (I) and (K).

The same control requirement applies to any Borrower organized as a limited liability company. The failure to demonstrate the requisite control of the borrowing entity by the Sponsor may result in significant delay in the processing, or potentially the cancellation, of the Program Loan. The Sponsor which demonstrated the requisite experience of owning and developing affordable rental housing, shall execute the Department's Sponsor Operating Guaranty to ensure that the Sponsor has the resources and experience to develop, own and manage the Development. The organizational structure of the Borrower, including the control and ownership by the Sponsor or Sponsors, and any changes thereto, must be reviewed and approved by the Department and must comply with all Program requirements.

16. Limited Partnership Agreement (LPA)

If the Borrower is a limited partnership, the Department neither approves nor disapproves the LPA, but may require changes, if necessary to ensure, among other Program requirements, appropriate sponsor control, and that the term of the LPA is equal to or greater than the term of the Department's loan documents. In the event of any conflict between the LPA and the Department's loan documents and regulations, the Department's loan documents, Guidelines, and applicable statutes and regulations shall control.

17. Relocation Plan

If there is or will be any residential or commercial displacement directly or indirectly caused by the Development, the Sponsor shall provide a relocation plan conforming to the requirements of State laws and the regulations adopted by the Department in California Code of Regulations, Title 25, Section 6000 et seq prior to the beginning of construction or any displacement (whichever is sooner). The Development budget shall contain sufficient funds to pay all costs of relocation benefits and assistance as set forth in the relocation plan approved by the Department. Should a relocation plan not be required, Sponsor must provide documentation for Department approval that there are no relocation requirements.

18. Architect Contract

The Sponsor shall enter into a contract with an architect to provide professional services for the Development. The contract shall require an architect to supervise the

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construction work, conduct periodic site visits, prepare periodic inspection reports, verify the validity of the construction contractor's payment requests, prepare or review change orders, and, upon completion of construction, provide the certification described in paragraph 31 of these General Conditions.

19. Appraisals

If the property for the Development is being purchased, the Sponsor shall provide an appraisal acceptable to the Department of the as-is value of the property, prepared by a qualified, licensed appraiser who is approved by or otherwise acceptable to the Department.

20. Non-Department Financing

The Sponsor shall qualify for and obtain the financial assistance, loans and grants described in the Application for both the construction and permanent periods. Final terms and conditions of the non-Department financing must substantially conform to the terms and conditions of the Sponsor's Program Loan Application. The terms and conditions of all financing shall be subject to the Department's review and approval.

21. Senior Loan Terms and Disclosures

The terms of loan(s) in a lien position senior to the Program Loan must comply with all the underwriting standards of UMR Sections 8310 and 8315, as may be modified by the Program Guidelines.

No subordination may limit the Department's remedies and must comply with UMR Section 8315.

Balloon payments are not allowed on senior debt, except as provided pursuant to UMR section 8310. Senior loans are prohibited from including call option language in the terms of the loan other than is reasonable in case of default, nor may Sponsor be required to remarket Bonds prior to expiration of the senior loan. Financial instruments on senior loans (including but not limited to swaps, collars, and interest rate hedges) must extend for the full term of the senior loan and cannot be required to be renewed or extended prior to the end of the full term.

Sponsors must obtain an interest rate cap on any interest rate that is not fixed for the full term of the senior loan. The interest rate at the cap must not jeopardize project

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feasibility. Interest rate resets, renewals, extensions of letters of credit, or other senior loan provisions, must not require the Sponsor to re-qualify.

All payments, lender fees, bond fees, issuer fees, trustee fees, letter of credit fees, swaps fees, hedge fees, enhancement fees, credit facility and liquidity fees, and other fees, charges and costs, in addition to principal and interest payments, must be fully disclosed to the Department in the loan closing transaction summary and in the operating budget.

The Department's lien shall not be subordinated to the liens of a lender affiliated with an entity that has an ownership interest in the Project unless a covenant, regulatory agreement, or similar instrument is recorded senior to the lender's documents that includes the provisions of UMR Section 8310(f), as may be modified by the Program Guidelines.

22. Environmental Conditions

The Sponsor shall provide a Phase I Environmental Site Assessment ("ESA") for the Development, in conformance with ASTM Standard Practice E 1527, evaluating whether the Development is affected by any recognized environmental conditions. In the event the Phase I ESA indicates evidence of recognized environmental conditions and the Sponsor desires to proceed with the Development, the Sponsor shall provide the Department with a Phase II report and such further reports as required by the Department in a form acceptable to the Department. Any remediation work to be performed shall be subject to Department approval. The Sponsor shall also provide an asbestos assessment and a lead-based paint report for the Department's approval if the Development involves rehabilitation or demolition of existing improvements.

23. Article XXXIV

All Projects shall comply with Article XXXIV, Section 1 of the California Constitution ("Article XXXIV"), as clarified by the Public Housing Election Implementation Law (Health & Safety Code, §§ 37000 – 37002). Prior to the award of funds by the Department, the Sponsor shall submit documentation which shows, to the Department's satisfaction, that the Project complies with or is exempt from Article XXXIV.

CONSTRUCTION PHASE REQUIREMENTS

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24. Construction Phase Information

If requested by the Department, the Sponsor shall provide the Department information during the construction period including but not limited to all change orders and modifications to the construction documents, all inspection reports prepared by the Development architect and other consultants, and information relative to Development income, expenses, occupancy, relocation benefits and expenses, contracts, operations and conditions of the Development. Upon written notice to Sponsor, Department may require its advance written approval of all future change orders and modifications. Deviations from the plans and specifications which have the effect of reducing the quality, life or utility of a specified item or system must receive the prior written approval of the Department. Should change orders be submitted to the Department for its approval, they shall be deemed accepted if not rejected in writing within 10 business days of receipt by the Department. Sponsor shall not authorize or approve any change orders rejected by the Department.

25. Inspection

The Department and any authorized representative of the Department shall have the right, during construction and thereafter, to enter upon and inspect the construction of the Development. Such right to inspect shall include, but shall not be limited to, the right to inspect all work done, all materials and equipment used or to be used, and all books and records, including payroll records, maintained in connection with the construction work. Such right of inspection shall be exercised in a reasonable manner. The Department shall have no affirmative duty to inspect the Development and shall incur no liability for failing to do so. Once having undertaken any inspection, neither the Department, nor any representative of the Department shall incur any liability for failing to make any such inspection properly, or for failing to complete any such inspection. The fact that such inspection may or may not have occurred shall not relieve the Sponsor, the contractor, the construction lender, the architect, the structural engineer, the locality, or anyone else of any obligation to inspect the Development.

26. Updated Information

Sponsor shall provide the Department updated documentation for any change in the information previously provided relating to the Program Award, including updated sources and uses and income information. All changes shall be subject to Department approval. However, if the Development is changed in any way as to make it ineligible under the Guidelines, then the Program Award commitment will be cancelled, and all Program funds awarded to the Sponsor shall be disencumbered.

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27. Evidence of Existence of Application Selection Criteria

Upon request, Sponsor shall provide to the Department evidence of the existence of the amenities, services, improvements, features and characteristics of the Development which were included in the Application and as set forth in the Project Report and awarded points under Section 205 of the Guidelines in the Department's rating of the Application.

28. Signage

Sponsor shall place signs on the construction site for the Work stating that the Department is providing financing through the NPLH Program in an appropriate location(s), typeface and size containing the following message:

HOLLISTER II

**THIS PROJECT HAS BEEN MADE POSSIBLE
BY FINANCING FROM**

NO PLACE LIKE HOME PROGRAM

**THROUGH THE
CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**

The sign shall be maintained in a prominent location visible and legible to the public through construction completion. If the job sign includes the acknowledgment and/or logo of one or more other public lenders, the Department acknowledgment and logo shall also be displayed in a similar size and layout. Copies of the Department logo can be obtained by contacting the Department Contract Manager.

Upon installation of the sign, the Sponsor shall submit a digital photograph thereof to the Department to verify compliance with these signage requirements.

29. Photographs

The Sponsor will provide the Department, upon request, with copies of any photographs that may be taken of the Development by or on behalf of the Sponsor or the Development's architect. The Sponsor will provide an acceptable written consent and

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release agreement authorizing use of said photographs, all at no expense to the Department.

COMPLETION OF CONSTRUCTION

30. Relocation Plan Implementation Report

90 days prior to construction loan close or prior to any displacement, whichever is sooner, the Sponsor must comply with applicable local, state and federal relocation requirements of Government Code section 7260 et seq. and California Code of Regulations, title 25, section 6000 et seq. including a relocation plan (if necessary) approved by the Department. Should a relocation plan not be required, Sponsor must provide documentation for Department approval that there are no relocation requirements 90 days prior to construction loan close or prior to any displacement, whichever is sooner. The Sponsor shall provide a report, in a form acceptable to the Department, summarizing the actions taken and identifying all Sponsors of relocation assistance and benefits, and the amounts paid, and benefits provided, to or on behalf of each Sponsor.

31. Architect Certification

Where required by the Department, the Sponsor shall cause the Development architect(s) or other appropriate professional to certify to the Department, in form acceptable to the Department, that all construction is completed in accordance with the "as-built" plans and specifications and in compliance with all applicable federal, state and local laws relating to disabled accessibility.

32. Cost Certification

At the request of the Department, the Sponsor shall submit a Development cost certification audited by an independent certified public accountant in accordance with the requirements of the Department and TCAC, if applicable. The Sponsor (and the developer or builder if there is an identity of interest with the Sponsor) shall keep and maintain records of all construction costs not representing work done under the construction contract and to make such records available for review by the Department.

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33. Recorded Notice of Completion

The Sponsor shall provide to the Department a certified copy of any Notice of Completion for the Development recorded in the county in which the Development is located.

PROGRAM LOAN CLOSING REQUIREMENTS

The Department shall not be obligated to close or fund the Program Loan unless the Sponsor has complied with and satisfied all the terms and conditions of the Guidelines, the NOFA, this Agreement, representations made in the Application and the criteria set forth in the Project Report, all in a manner satisfactory to the Department in its sole discretion, on or before the earlier of the Program Loan Closing, the Program Loan closing deadline or such earlier time, all as indicated herein.

34. Development Construction

The Development shall be constructed in compliance with the plans and specifications, subject to any change order(s) accepted by the Department where such acceptance is required.

35. Title Insurance

The Sponsor shall provide an updated title report and an ALTA As-Built Survey acceptable to the Department. The Sponsor shall provide a pro forma ALTA lender's policy of title insurance if requested by Department. The Sponsor shall ensure the issuance to the Department of an ALTA lender's policy of title insurance. The condition of title, insurer, liability amount, form of policy and endorsements shall be subject to the approval of the Department. Such endorsements shall include, but not be limited to a CLTA endorsement 100, and may include, but shall not be limited to, CLTA endorsements 105, 110.9 and 116 (modified for apartments). The policy shall insure that the Sponsor holds good and marketable fee simple title (or leasehold, if approved by Department) and that the Department holds a fee mortgage (or leasehold) lien on the Development, free and clear of all encumbrances, encroachments, other interests and exceptions to title other than as shall have been previously approved in writing by the Department. The Department's Deed of Trust and Regulatory Agreement and the other loans indicated under "Permanent Funding" in the Application shall have the lien priority as indicated in the Application.

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36. Sponsor's Status

The Sponsor shall provide the Department with copies of all organizational documents, including but not limited to, partnership agreements, operating agreements, corporate documents, and related documents and agreements, as required by the Department. As of the date of the Program Loan closing, the Sponsor and Borrower shall be a duly organized and validly existing limited or general partnership, corporation, limited liability company, nonprofit public benefit corporation, or other valid legal entity under California law. The Sponsor or Sponsor-controlled Borrower has and shall have the authority to enter into the Program Loan and related loan documents.

37. Prevailing Wage Compliance

Where applicable, prevailing wage rates shall be paid with respect to the construction work, as the term is defined in the Standard Agreement, performed in connection with the Development. Prior to closing the Program Loan, a certificate signed by the general contractor(s) and the Sponsor is required, certifying that prevailing wages have been, or will be, paid in conformance with Labor Code Section 1720 et seq., and that labor records shall be maintained and made available to any enforcement agency upon request.

38. Insurance

The Sponsor shall obtain and maintain for the term of the Program Loan hazard and liability insurance for the Development in accordance with the Department's requirements, including flood insurance if applicable. The Department shall be named as a loss payee or an additional insured on all such policies. Such policies also shall provide for notice to the Department in the event of any lapse of coverage and in the event of any claim thereunder. The Sponsor shall provide evidence satisfactory to the Department of compliance with these insurance requirements.

39. Program Loan and Grant Documents

The Sponsor shall enter into this Standard Agreement with the Department, which shall govern the encumbrance by the Department of the funds to be used to fund the Program Award. In addition, the Sponsor shall enter into a Regulatory Agreement(s) with the Department, governing certain matters related to the use, operation and occupancy of the Development, including, but not limited to, the imposition of certain low income occupancy requirements, regulation of rents on the low income units, audits and other financial controls and reserve requirements, management oversight by the

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Department, compliance with federal and state laws, and other Department requirements. In addition to the Regulatory Agreement(s), the loan shall be evidenced by a Promissory Note and secured by a Deed of Trust. The Regulatory Agreement shall be recorded prior to the Department's Deed of Trust. Finally, any award of the COSR shall be evidenced by a COSRA, which performance of the covenants and conditions thereof shall be secured by the Deed of Trust. The Sponsor shall execute and enter into additional agreements and documents, as the Department may deem reasonable and necessary to meet the NPLH requirements and the terms and conditions of this Agreement. The Sponsor and any affiliate of the Sponsor which demonstrated the requisite experience of owning and developing affordable rental housing, shall execute the Department's Sponsor Operating Guaranty to ensure that the Sponsor has the resources and experience to develop, own and manage the Development.

40. Restrictions on Transfer and Change of Ownership

The Sponsor shall not, without the prior written approval of the Department: a) sell, transfer, convey, encumber, hypothecate or pledge any of the Development or the Development property, or any portion or interest in either of them; b) discharge or replace any general or managing partner if Sponsor is a partnership, or amend, modify or add to its partnership agreement except that the Sponsor may sell or transfer limited partnership interests without the Department's approval; c) if Sponsor is a limited liability company: change the manager(s), amend, modify or add to its operating agreement or management structure; d) wind up, liquidate or dissolve its affairs or enter into any transaction of merger or consolidation; or e) change the organizational structure of the Sponsor. Other requirements governing sales, transfers, and encumbrances in Section 216 of the Program Guidelines must also be satisfied.

41. Rental Subsidy Contract

The Sponsor shall provide the Department with complete copies of all contracts and amendments thereto, regarding rental subsidies to be provided to tenants residing in the Development.

42. Substitution of Rent or Social Service Subsidy

Sponsor may substitute a source of funding equivalent to the original rent or social service subsidy. The amount, terms and conditions of the new source of funding must provide an equivalent or greater level of subsidy to the project, acceptable to the Department.

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43. Final Certificate of Occupancy

The Sponsor shall provide a final certificate of occupancy (or an equivalent form of occupancy certification or approval) issued by the local agency having jurisdiction over such certificates.

44. Environmental Conditions Remedial Work

All remedial work on recognized environmental conditions shall be completed prior to loan closing. The Sponsor shall provide the Department with an environmental update/operations and maintenance plan if remedial work was required with evidence of lead-based paint and/or asbestos-containing materials remediation if applicable.

45. Reserve Accounts

The Sponsor shall establish and maintain reserve accounts as required by the Department and as further described in the Regulatory Agreement. All withdrawals shall require prior written approval from the Department, as provided in the Regulatory Agreement.

46. Operating Reserve Account

The Sponsor shall fund an operating reserve account in accordance with Section 8308 of the UMRs and subject to the requirements thereof. The specific amount of the Operating Reserve Account shall be set forth in the Regulatory Agreement.

47. Replacement Reserve Account

The Sponsor shall establish a replacement reserve account in accordance with Section 8309 of the UMRs. The replacement reserve account shall be funded by monthly deposits from operating income or a combination of operating income and development sources as indicated in the Regulatory Agreement. The amount of the monthly deposits may be adjusted, as determined by the Department, in its sole discretion, based on reserve studies performed by an independent third party at the Sponsor's expense as requested by the Department or as based on other reliable indicators of future reserve needs.

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48. Capitalized Reserve Accounts

If Program funds are used to fund a reserve account, the Department shall disburse such funds in a manner to ensure the proper funding of the reserve. The proceeds of the Program Award may be used to capitalize only the operating reserve accounts and in an amount required by UMRs Sections 8308 and Section 209 of the Guidelines. Proceeds of the Program Award may not be used to capitalize rental subsidy reserves, except as authorized in accordance with the above-mentioned sections.

All reserves capitalized under Section 209 of the Guidelines shall be provided by the Department in the form of a grant shall be evidenced by a COSRA, which shall be secured by a deed of trust recorded against the real property of the housing development in favor of the Department, for the purpose of securing performance of the covenants and conditions of the COSRA. The lien shall endure for the duration of the grant agreement and shall be subject to the provisions of Section 209 and other applicable provisions of the Guidelines. The security for the grant agreement shall be recorded junior only to such liens, encumbrances, and other matters of record approved by the Department and shall secure the Department's financial interest in the Project and the performance of the Applicant's Program obligations.

49. CalHFA and HUD Funded Projects

Projects subject to the HUD Section 811 and 202 programs or receiving a permanent loan from CalHFA shall not be subject to Program reserve requirements during the time such projects are regulated by HUD or CalHFA and the Sponsor complies with the applicable CalHFA or HUD reserve requirements.

50. Asset Management and Compliance Requirements

The Sponsor shall obtain the Loan Closing Checklist in the course of closing the NPLH loan, and must submit all documents required, for the Department's approval, including but not limited to the following (in a format provided or approved by the Department): a) a proposal for management agent with management agent's qualifications attached; b) a management contract; c) a management plan; d) a template residential tenant lease; e) an initial-year operating budget and Schedule of Rental Income (SRI); and f) property hazard and liability insurance in accordance with the then-current HCD Insurance Guidelines. Prior to close of the Program Loan, the Sponsor shall obtain the Department's review and approval of the above-mentioned items a) through f) and any additional documents required by the Department.

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Furthermore, the Sponsor shall be provided links to HCD's Asset Management and Compliance webpage, which, in conjunction with the Regulatory Agreement, sets forth the obligations and requirements for the use, operation and occupancy of the Development, including but not limited to: annual reporting requirements which include but are not limited to budgets, SRIs, and supportive housing services plans; audit requirements; and other obligations as determined (and may be amended from time to time) by the Department and noted on the webpage.

51. Supportive Services

The County shall ensure that the supportive service requirements of Section 203 of the Program Guidelines are met. The County must provide mental health services and coordinate the provision of or referral to other supportive services, including but not limited to substance use treatment services, to NPLH tenants for a minimum of 20 years. The County's obligations pursuant to this requirement shall begin when a Project receives its certificate of occupancy, or other evidence of Project completion for Projects already occupied.

52. Tenant Referrals, Affirmative Fair Housing Marketing Plan, and Fair Housing Compliance

Sponsor shall be required to use their local homeless Coordinated Entry System, or other similar referral system for persons At-Risk of Chronic Homelessness, as set forth in Section 211 of the NPLH Guidelines and their Application. Sponsor shall develop and implement an affirmative fair housing marketing plan satisfactory to the Department. Appropriate aspects of the initial plan shall be incorporated into the ongoing management plan to ensure positive outreach and informational efforts to those who are least likely to know about and apply for assisted units in the Development. Sponsor is encouraged to refer to HUD's guidelines and other guidance for Affirmative Fair Housing Marketing Plans done with use of a Coordinated Entry System. Sponsor shall comply with all state and federal fair housing laws. At the Department's election, Sponsor must submit an attorney's opinion acceptable to the Department describing the intended occupancy restrictions and how they comply with the Unruh Civil Rights Act in the California Civil Code and the Fair Employment and Housing Act in the California Government Code. Occupancy restrictions must be carried out in a manner which does not violate state or federal fair housing laws. Any additional subpopulation targeting or occupancy preference for an NPLH Project beyond what is permitted under Section 206 of the Program Guidelines must be approved by the Department in writing prior to construction loan closing and must be consistent with federal and state fair housing

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requirements. The project integration requirements of Section 202 (e) of the Program Guidelines must also be satisfied.

Pursuant to Welfare and Institutions Code Section 5849.9 and Guidelines Section 211, Projects utilizing funds from a County's Noncompetitive Allocation shall prioritize persons with mental health supportive service needs who are Homeless or At-Risk of Chronic Homelessness.

53. Identification of Elderly and Veteran Units

If applicable, Sponsor must submit a report that specifically identifies the number of units rented to the elderly. The report must also specifically identify the number of units rented to military veterans.

54. TCAC and Other Regulatory Agreements

The Sponsor shall provide the Department with a copy of the TCAC Regulatory Agreement if the Development budget includes tax credits and any other regulatory agreements pertaining to the Development.

55. Property Tax Exemption

Unless expressly waived in writing by the Department, Sponsor shall provide evidence of eligibility for property tax exemption for the Development and a copy of the tax exemption application to the local tax assessor(s).

56. Compliance with State and Federal Laws, Rules, Guidelines and Regulations

The Sponsor agrees to comply with all State and Federal laws, rules and regulations that pertain to construction, health and safety, labor, fair employment practices, equal opportunity, and all other matters applicable to the Development, the Sponsor, its Contractors or Subcontractors, and any loan activity.

57. Change of Conditions

The Department reserves the right to re-underwrite the Development based on new information or funding sources. Particular attention will be paid to the continued feasibility of the Development and the maintenance of the security position of the Program Loan. If the new information demonstrates a reduction or elimination of financing gap being addressed by the Program loan or grant, the Department will

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reduce the amount of the Award accordingly. If the Department has underwritten the Program Loan using CalHFA or HUD requirements and the Development subsequently does not utilize the CalHFA or HUD financing, the Program Loan will be re-underwritten by the Department using Program requirements. In the event the Department determines the Development is no longer financially feasible, the Award and any loan or grant commitment issued by the Department may be revoked.

58. Investor Commitments

If the Development will be receiving an allocation of tax credits from TCAC, the Sponsor shall provide the Department with a copy of all tax credit investor commitments, including referenced financial projections and any amendments.

59. Restricted Units

All units designated in the Application approved by the Department as restricted units that are not also assisted units, shall be restricted on a long-term basis by a public agency at the income and rent levels shown in the Application. Similarly, all units designated in the Application as restricted units and that are not also assisted units, shall be restricted on a long-term basis by a public agency to the designated target population.

60. Asset Management Fees

Asset management, partnership management, and similar fees shall be in compliance with UMR Section 8314(a)(1)(B).

61. Sponsor Representations

- A. Sponsor represents and warrants that as of the date of this Agreement, the Sponsor is a duly organized and validly existing entity under California law and the person signing this Agreement on behalf of Sponsor has the authority to act on behalf of and bind the Sponsor in accordance with the terms of this Agreement.
- B. Sponsor represents and warrants that as of the date of the Program Loan closing, the Sponsor is a duly organized and validly existing limited partnership under California law and that such limited partnership will have the authority to enter into the Program Loan and related loan documents.

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- C. Sponsor further represents and warrants that as of the date of the Program Loan closing, the person(s) executing the Program Loan documents will have full authority to act on behalf of and bind the Sponsor in accordance with the terms of those documents.

62. Survival of Obligations

The obligations of the Sponsor and any other entity designated to receive any COSR disbursements as set forth in this Agreement shall survive the Program Loan permanent closing, and these parties shall continue to cooperate with the Department and perform acts and provide documents as provided herein.

63. Litigation

If any provision of this Agreement, or an underlying obligation, is held invalid by a court of competent jurisdiction, such invalidity, at the sole discretion of the Department, shall not affect any other provisions of this Agreement and the remainder of this Agreement shall remain in full force and effect. Therefore, the provisions of this Agreement are, and shall be, deemed severable. The Sponsor shall notify the Department immediately of any claim or action undertaken by or against it which affects or may affect this Agreement or the Department and shall take such action with respect to the claim or action as is consistent with the terms of this Agreement and the interests of the Department.

64. Obligations of Sponsor with Respect to Certain Third-Party Relationships

The Sponsor shall remain fully obligated under the provisions of this Agreement notwithstanding its designation of any third party or parties for the undertaking of all or any part of the Development with respect to which assistance is being provided under this Agreement. The Sponsor shall comply with all lawful requirements of the Department necessary to ensure the completion, occupancy and use of the Development in accordance with this Agreement.

65. Waivers

No waiver of any breach of this Agreement shall be held to be a waiver of any prior or subsequent breach. The failure of the Department to enforce at any time the provisions of this Agreement or to require at any time performance by the Sponsor of these provisions shall in no way be construed to be a waiver of such provisions nor to affect the validity of this Agreement or the right of the Department to enforce these provisions.

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66. Audit/Retention and Inspection

- A. The Department, its representatives or employees, or its delegatee shall have the right to review, obtain, and copy all records pertaining to performance of the Agreement. Sponsor and any other entity designated to receive COSR disbursements shall provide the Department or its delegatee with any relevant information requested and shall permit the Department or its delegatee access to its premises, upon reasonable notice, during normal business hours for the purpose of interviewing employees and inspecting and copying such books, records, accounts, and other material. Sponsor and any other entity designated to receive COSR disbursements further agrees to maintain such records for a minimum period of four years after final payment under the Agreement, unless a longer period of records retention is stipulated.
- B. At any time during the term of this Agreement, the Department may perform or cause to be performed a financial audit of any and all phases of the Development. At the Department's request, the Sponsor and any other entity designated to receive COSR disbursements shall provide, at its own expense, a financial audit prepared by a certified public accountant.
- C. The audit shall be performed by a qualified State, Department, local or independent auditor. The Agreement for audit shall include a clause which permits access by the Department to the independent auditor's working papers.
- D. If there are audit findings, the audited party(ies) shall submit a detailed response to the Department for each audit finding. The Department will review the response and, if it agrees with the response, the audit process ends, and the Department will notify the audited party(ies) in writing. If the Department is not in agreement, the audited party(ies) will be contacted in writing and will be informed as to the corrective actions required to cure any audit deficiencies. This action could include the repayment of disallowed costs or other remediation.
- E. If so, directed by the Department upon termination of this Agreement, the Sponsor and any other entity designated to receive COSR disbursements shall cause all records, accounts, documentation and all other materials relevant to this Agreement to be delivered to the Department as depository.

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67. Reporting Requirements

The County must satisfy the reporting requirements of Section 214 of the Program Guidelines as specified on forms provided by the Department. In addition, upon the Department's request, the Sponsor shall provide to the Department any and all necessary data that it is legally and factually able to provide that is required to be reported pursuant to the most recently adopted Program Guidelines.

68. Governing Law

This Agreement shall be construed with and be governed by the laws of the State of California. All references to codes refer to the California Codes.

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SPECIAL CONDITIONS

The following Special Conditions are applicable to this Standard Agreement:

1. Payee(s)

The authorized Payee(s) is/are as specified below:

Capital Funds (Loans):

Noncompetitive Amount: \$450,000.00

Payee Name: Sanctuary Centers of Santa Barbara, Inc.

2. The Sponsor who garnered the experience points at the application stage must be the Sponsor who controls the borrowing entity at construction, through permanent close of escrow, and into management and operation of the project. Organizational documents demonstrating that the experienced Sponsor has the authority to exercise control of the borrowing entity in compliance with Section 8301(s) of the Uniform Multifamily Regulations (UMR) must be submitted to the Department for review and approved by the Department prior to execution of the Standard Agreement.
3. Not less than 60 days prior to construction loan closing, the Applicant shall provide updated financial documents including, but not limited to the development budget, development sources and uses, schedule of rents and unit mix, operating budget and 15-year cash-flow analysis, which are acceptable to the Department and demonstrate compliance with all applicable Program regulations or guidelines and the Uniform Multifamily Regulations (UMR).
4. All proposed changes to the project, including but not limited to project financing, rents and unit mix, scope of work to be performed or Borrower's organizational structure must be submitted to and approved by the Department in writing.
5. The Project has not fully satisfied all the NPLH Supportive Housing Project requirements specified in the NOFA and application. Prior to occupancy, the Sponsor shall submit for Department approval documentation, including, but not limited to, tenant selection procedures demonstrating compliance with UMR § 8305 and Housing First requirements as set forth in Welfare and Institutions Code § 8255(b) and documentation

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supporting a supportive services plan sufficient to meet the needs of the target population.

6. Environmental. Prior to permanent loan conversion and before funding the NPLH Loan, the Sponsor must demonstrate to the satisfaction of the Department, that the environmental conditions described in NPLH Guidelines Section 202(j), have been satisfied.
7. Per Administrative Memo 2022-22 dated March 30, 2022, all projects have 24 months from the date of the NPLH award to close their construction loan. An extension, not to exceed six months, may be granted by the Director or his/her/their designee, at its sole discretion, only if the Sponsor has demonstrated to the Director or his/her/their designee's satisfaction that the failure was due to circumstances entirely outside the Sponsor's control and offers reasonable assurance that all financing can be secured within the extension period.
8. Capacity to Contract. Contractor has the capacity and authority to fulfill the obligations required of it hereunder and nothing prohibits or restricts the right or ability of Contractor to carry out the terms hereof.
9. Authority and Resolution. Each party executing this Agreement represents and warrants to the Department that it is authorized to execute this Agreement. Each individual executing this Agreement on behalf of the entity, other than an individual executing this Agreement on his or her own behalf, represents and warrants that he or she is authorized to execute and deliver this Agreement on behalf of such entity, and that such authority is evidenced by a duly authorized resolution or other written evidence of authority from the authorizing entity. Each party hereby agrees that in the event the resolution or entity authorization providing such authority is determined by the Department, in its sole discretion, as being legally insufficient or incomplete, then within thirty (30) calendar days of demand, such entity shall provide the Department with a new resolution which meets the Department's requirements. In the event such new resolution is not timely provided to the Department, the Department may declare this Agreement null and void, in which event all funds provided by the Department hereunder shall be immediately returned to the Department by the recipient(s).
10. Ultimate Borrower. The Sponsor, at the time of the execution of this Agreement has indicated that they will be the Ultimate Borrower. If a Borrower entity will be formed in the future, paragraph 3(E) of Exhibit A will be applicable to the Borrower.

No Place Like Home (NPLH) – Round 3

NOFA Dates: August 15, 2018, as amended October 30, 2018, and on October 23, 2020 (Noncompetitive Allocation) and/or October 23, 2020 (Competitive Allocation)

Approved Date: 3/9/2021

Prep. Date: 3/27/2023

EXHIBIT E

11. Relocation. Prior to construction loan close, the Sponsor must comply with applicable local, state and federal relocation requirements of Government Code section 7260 et seq. and California Code of Regulations, title 25, section 6000 et seq. including a relocation plan which shall be subject to the approval of the Department. Should a relocation plan not be required, Sponsor must provide documentation for Department approval that there are no relocation requirements.
12. Article XXXIV. If additional NPLH funds are added or another program's funds are added to the project where there are more units added or stacking occurs, a brand-new Article XXXIV analysis is needed.
13. Certificate of Good Standing. Sponsor shall provide Certificates of Good Standing dated within 6 months of closing date for all entities within the Projects organizational structure.
14. This application has identified the Project has Department Assisted Units Targeting persons experiencing homelessness. AB 977 requires that Sponsors and Awardees who have been awarded Department funding in the NPLH Program enter Universal and Common Data Elements as defined by HUD on the individuals and families served into the Homeless Management Information System (HMIS), for projects that will have completed the permanent conversion of Department funds effective January 1, 2023, and later.
15. HCD Programs. The project is governed by the requirements of the No Place Like Home Program. To the extent that the requirements of the No Place Like Home Program conflicts with other HCD programs also awarded to this project, the Department will apply and monitor the most restrictive requirements. Any uncommitted or proposed HCD funding sources listed in this project report does not imply nor guarantee an award from the Department. Any uncommitted or proposed HCD funding sources are subject to the relevant program's regulations and guidelines under which the Sponsor applies for funds.

No Place Like Home (NPLH)

2020 NOTICE OF FUNDING AVAILABILITY

Supplemental Project Application



**State of California
Governor Gavin Newsom**

**Lourdes M. Castro Ramirez, Secretary
Business, Consumer Services and Housing Agency**

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

**2020 West El Camino Avenue, Suite 150
Sacramento, CA 95833
Phone: (916) 263-2771
Email: NPLH@hcd.ca.gov**

Website: <http://www.hcd.ca.gov/grants-funding/active-funding/nplh.shtml>

October 2020

Instructions

Rev. 11/23/20

When opening this file, a yellow banner at the top may appear with a button that says "Enable Editing". It is essential that you click this box so that the macros are enabled. Enabling macros is necessary for full worksheet functionality. Macros do not work with Microsoft's Excel version for Apple Mac.

The Department will only accept applications through a postal carrier service such as U.S. Postal Service, UPS, FedEx or other carrier services that provide date stamp verification confirming delivery to The Department's office. **An electronic copy on two separate USB flash drives with all applicable information must be received by The Department via postal carrier no later than 5:00 p.m. on:**

Tuesday, January 19, 2021

Applications must be on the Department's forms and cannot be altered or modified by the Applicant. Excel forms must be in Excel format and unprotected, not a .pdf document. For application errors please fill out the Application Support worksheet and email the entire workbook to AppSupport@hcd.ca.gov.

General Instructions Additional instructions and guidance are given throughout the Supplemental Application in red text and in cell comments.

Guideline references are made with "\$" and the corresponding guideline section number.

Yellow cells are for Applicant input. Failure to provide the required attachments and documentation may disqualify your application from consideration or may negatively impact your point score.

Required attachments (if applicable) are indicated in orange cells throughout the Supplemental Application. Failure to provide the required attachments and documentation may disqualify your application from consideration or may negatively impact your point score. Electronically attached files must use the naming convention in the Supplemental Application. For Example: "App1 Payee Data" for Applicant1 Payee Data Record/STD. 204.

Self-score points awarded are indicated in blue cells in the 'Selection Criteria' worksheet. These are automated calculations based on the inputs provided by the Applicant.

Red shaded cells indicate the Applicant has failed to meet a requirement of the program.

Universal Application (UA) Instructions

Applicants must complete the following worksheets in the UA.

Narrative

Site & Units

Misc.

Rents

NPLH Rents

Subsidies

Dev Sources

Dev Budget

Perm S&U

TBL and High Cost Test

2019 Dev Fee

Supportive Services Cost

Reserves

Operating

Cash Flow

NPLH COSR Calculation

Supplemental Application Instructions

Applicants must complete the following worksheets in the Supplemental Application.

Project Threshold Req

Local & Env Verification **(ONLY IF COMPLETIVE ALLOCATION FUNDS ARE REQUESTED)**

Supportive Services Plan

SS Verification **(only if the County is NOT the Lead Service Provider)**

LSP Exp. with EBP **(ONLY IF COMPLETIVE ALLOCATION FUNDS ARE REQUESTED)**

Lead Service Provider's Past Experience with Evidence Based Practices **(to be completed by Lead Service Providers only)**

Loan Amount & Unit Mix

Scoring **(ONLY IF COMPLETIVE ALLOCATION FUNDS ARE REQUESTED)**

Certification & Legal

Disclosure of Application (California Public Records Act Statutes of 1968 Chapter 1473): Information provided in the application will become a public record available for review by the public, pursuant to the California Public Records Act Statutes of 1968 Chapter 1473. As such, any materials provided will be disclosable to any person making a request under this Act. The Department cautions Applicants to use discretion in providing information not specifically requested, including but not limited to, bank accounts, personal phone numbers and home addresses. By providing this information to the Department, the Applicant is waiving any claim of confidentiality and consents to the disclosure of submitted material upon request.

NPLH Project Threshold Requirements

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Project Name:	Hollister II					County Population:	<input type="checkbox"/> Less than 200,000	
Project Address:	115 W. Anapamu St.						<input checked="" type="checkbox"/> Greater or equal to 200,000	
Project City:	Santa Barbara	County:	Santa Barbara	Zip:	93101	(MUST CHECK ONE)		
Assessor Parcel Numbers (APNs):	039-222-002	Parcel Number 2	Parcel Number 3	Parcel Number 4	Parcel Number 5	Parcel Number 6	Parcel Number 7	

Which NPLH Allocation Are You Applying For?

Competitive Allocation Only Non Competitive Allocation Only Both

Will this be a TCAC hybrid Project? No

Projects must meet ALL of the following minimum requirements for loans underwritten by the Department using NPLH funds. Answers provided to the questions below are subject to verification by the Department. The Department may request other information as necessary to evaluate the Application.

Uses and Terms §200

(a) Applicant acknowledges NPLH funds shall be used to finance capital costs of Assisted Units in Rental Housing Developments, including but not limited to, costs associated with the acquisition, design, construction, rehabilitation, or preservation of Assisted Units consistent with the eligible costs set forth under 25 CCR §7304(b) except that NPLH funds cannot be used to capitalize reserves other than as set forth in subsection (b).	Yes
(b) Applicant acknowledges NPLH funds may be used to fund a COSR for Assisted Units pursuant to the requirements of §209. For loans underwritten by the Department, NPLH funds may also be used to fund a COSR required under 25 CCR §8308.	Yes
(d) Applicant acknowledges that the total amount of Program funds awarded shall not exceed the eligible costs associated with Assisted Units. In determining these costs, the cost allocation rules in 25 CCR §7304(c) shall apply, but the term "Restricted Units" in such section shall be deemed to refer to "Assisted Units."	Yes
(e) Applicant acknowledges that the stacking of multiple the Department Development Funding Sources on an NPLH Assisted Unit is not allowed except as provided in §200(e).	Yes

Eligible Applicant §202(a)

Applicant is a single County acting as the Development Sponsor? Yes No

Applicant is a County applying jointly with another County? Yes No

If yes, is there a commitment from both Counties to collaborate on services **and** an expectation for NPLH tenants from each county to reside in the Project? N/A

File Name: Joint County Commitment	Documentation of commitment both Counties to collaborate on services and an expectation for NPLH tenants	On USB?	No
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Applicant is applying jointly with another entity as the Development Sponsor? Yes No

County Applicant: Santa Barbara County

Legal name of Applicant as stated on resolution: Santa Barbara County Behavioral Wellness

Auth Rep Name	Alice Gleghorn	Title	Director of Behavioral Well	Auth Rep Email	agleghorn@sbcbbwell.org	Phone	805-681-5220	
Address	315 Camino del Remedio, Bld 3			City	Santa Barbara	State	CA	
Contact Name	Natalia Rossi	Title	Project Coordination/Systems Training Coordinator	Email	nrossi@sbcbbwell.org	Phone	805-681-5366	
Address	315 Camino del Remedio, Bld 3			City	Santa Barbara	State	CA	
File Name: App Cert & Legal Disclosure	Reference Certification & Legal worksheet						On USB?	Yes
File Name: App Comp Resolution	Reference NPLH webpage for Competitive Resolution document						On USB?	Yes
File Name: App Noncomp Reso	Applicant Noncompetitive Allocation Resolution (if applicable)						On USB?	Yes
File Name: App Signature Block	Signature Block - upload in Microsoft Word document						On USB?	Yes
File Name: App TIN	Reference Taxpayer Identification Number (TIN) documents on the NPLH webpage						On USB?	Yes
Development Sponsor:	Sanctuary Centers of Santa Barbara		Sponsor Type	Corporation		Organization Type	Nonprofit	
Auth Rep Name	Barry Schoer	Title	President/CEO	Auth Rep Email	bschoer@sanctuarycenters.org	Phone	805-569-2785	
Address	P.O. Box 551			City	Santa Barbara	State	CA	
Contact Name	Amy Winslow	Title	Development & Marketing Officer	Email	awinslow@sanctuarycenters.org	Phone	805-569-2785	
Address	P.O. Box 551			City	Santa Barbara	State	CA	

File Name: Dev. Sponsor Cert & Legal Disclosure	Reference Certification & Legal worksheet	On USB?	Yes
File Name: Dev. Sponsor Comp Resolution	Reference NPLH webpage for Competitive Resolution document	On USB?	Yes
File Name: Dev. Sponsor Noncomp Reso	Development Sponsor NPLH Noncompetitive Resolution (if applicable)	On USB?	Yes
File Name: Dev. Sponsor OrgDoc1, OrgDoc2, etc...	Reference Sponsor Org Docs worksheet	On USB?	Yes
File Name: Dev. Sponsor OrgChart	Joint Applicant Development Sponsor Entity/Organization Chart	On USB?	Yes
File Name: Dev. Sponsor Signature Block	Signature Block - upload in Microsoft Word document	On USB?	Yes
File Name: Dev. Sponsor Payee Data or TIN	Reference Payee Data Record (STD-204) or Taxpayer Identification Number (TIN) documents on the NPLH webpage	On USB?	Yes

Owner/Borrower Entity

Legal Name	Sanctuary Centers of Santa Barbara Inc.		Sponsor Type	Corporation		Organization Type	Nonprofit	
Auth Rep Name	Barry Schoer	Title	President/CEO	Auth Rep Email	bschoer@sanctuarycenters.org	Phone	805-569-2785	
Address	P.O. Box 551			City	Santa Barbara	State	CA	
Contact Name	Amy Winslow	Title	Development & Marketing Officer	Email	awinslow@sanctuarycenters.org	Phone	805-569-2785	
Address	P.O. Box 551			City	Santa Barbara	State	CA	
File Name: Ownr/Bwr Cert & Legal Disclosure	Reference Certification & Legal worksheet						On USB?	Yes
File Name: Ownr/Bwr Comp Resolution	Reference NPLH webpage for Competitive Resolution document						On USB?	Yes
File Name: Ownr/Bwr OrgDoc1, OrgDoc2, etc...	Reference Sponsor Org Docs worksheet						On USB?	Yes
File Name: Ownr/Bwr OrgChart	Owner Entity/Organization Chart						On USB?	Yes

NPLH Project Threshold Requirements

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File Name:	Ownr/Bwr Signature Block	Signature Block - upload in Microsoft Word document	On USB?	Yes
File Name:	Ownr/Bwr Payee Data or TIN	Reference Payee Data Record (STD-204) or Taxpayer Identification Number (TIN) documents on the NPLH webpage	On USB?	Yes

Project Contacts

Property Management Company (must be entity qualifying for experience below)

Legal Name	Sanctuary Centers of Santa Barbara Inc.	Contact Name	Amy Winslow	Contact Email	awinslow@sanctuarycenters.org
Phone	805-569-2785	Address	P.O. Box 551	City	Santa Barbara
				State	CA
				Zip	93201

Lead (primary) Service Provider (must be entity qualifying for experience below)

Legal Name	Santa Barbara County Behavioral Wellness	Contact Name	Alice Gleghorn	Contact Email	agleghorn@sbcwell.org
Phone	805-681-5220	Address	315 Camino del Remedio, Bld 3	City	Santa Barbara
				State	CA
				Zip	93111

Financial Consultant

Legal Name	Sanctuary Centers of Santa Barbara (Board Committee)	Contact Name	Amy Winslow	Contact Email	awinslow@sanctuarycenters.org
Phone	805-569-2785	Address	P.O. Boz 551	City	Santa Barbara
				State	CA
				Zip	93201

Borrower Legal Counsel

Legal Name	Mullen & Henzell	Contact Name	Graham M. Lyons	Contact Email	glyons@mullenlaw.com
Phone	805-896-3097	Address	112 E. Victoria Street	City	Santa Barbara
				State	CA
				Zip	93101

General Contractor

Legal Name	Frank Schipper Construction	Contact Name	Paul Wieckowski	Contact Email	paul@schippersonstruction.com
Phone	805-896-3097	Address	610 East Cota Street	City	Santa Barbara
				State	CA
				Zip	93103

Architect

Legal Name	Cearnal Collective	Contact Name	Christine Pierron	Contact Email	cp@cearnal.com
Phone	805-963-8077 x 211	Address	521 1/2 State Street	City	Santa Barbara
				State	CA
				Zip	93101

Eligible Use of Funds §202(b)

Does the Application request funds for the eligible costs set forth in §200 as listed on the UA Project Development Budget?	Yes
Does Project have a minimum of 5 units and serve persons qualifying as members of the Target Population?	Yes
Does Project involve new construction and demolition of existing residential structures?	Yes
If yes, does the number of bedrooms in the new Project at least equal the number of bedrooms in the demolished structures? (see UA 'Sites & Units' worksheet)	Yes
Is Applicant requesting exceptions to the one-to-one replacement requirement in accordance with §202? If yes, please explain why:	
N/A - Proposed development will not require the demolition of any existing residential units. The 8 existing units will remain on site with all new construction occurring in the parking lot behind the existing building.	

NPLH Project Threshold Requirements

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Experience §202(c)

Experience §202(c) - Collectively, among the members of the Project team consisting of the Applicant County, any other Development Sponsor, the Lead Service Provider, if not the County, and the property manager, all of the following minimum experience requirements must be met. For applications in Counties with a population of less than 200,000, the minimum experience requirements of the Project team may be satisfied by the requirements in §202(c)(1), or collectively the Project team must meet all the requirements §202(c)(2)(A): **(MUST click on the applicable County Population box in cells AE2-4 for the applicable questions to appear).**

1A. Applicant or Development Sponsor: List development, ownership, or operation of Permanent Supportive Housing experience or at least two affordable rental housing Projects in the last 10 years, with at least one of those Projects containing at least one Unit housing a tenant who qualifies as a member of the Target Population.

Project Name	Type of Project	Target Population Served §101	Date Developed, Owned, Operated
Arlington Inn	Permanent Supportive Housing	Chronically Homeless	1/1/95
Thompson House	Permanent Supportive Housing	Chronically Homeless	1/1/95
222 W Valerio	Permanent Supportive Housing	Chronically Homeless	1/1/89

1B. Lead Service Provider, (which may be the County): List experience totaling three or more years serving persons who qualify as members of the Target Population. If this experience is not within PSH, must include experience helping persons address barriers to housing stability or providing other services related to housing retention.

Project Name or Experience Description	Type of Experience	Target Population Served §101	# of months serving
Garden Street Studios	Permanent Supportive Housing	Chronically Homeless	26.00
Pescadero Lofts	Permanent Supportive Housing	Chronically Homeless	32.00
Homebase on G	Permanent Supportive Housing	Chronically Homeless	132.00

If claiming experience other than PSH, provide a detailed description of the type of experience and how it relates to the Project: NA all PSH

1C. Property Manager: List experience totaling three or more years serving persons who qualify as members of the Target Population. **Total 89.33**

Project Name	Type of Experience	Target Population Served §101	# of months serving
Arlington Inn	Permanent Supportive Housing	At-Risk of Chronic Homelessness	336.00
Thompson House	Permanent Supportive Housing	At-Risk of Chronic Homelessness	336.00
222 W Valerio	Permanent Supportive Housing	At-Risk of Chronic Homelessness	400.00

Site Control §202(d), UMR §8303

Does Development Sponsor have site control? *If yes, enter form of site control and most recent execution date. Describe site control special circumstances at bottom of worksheet. §202(d)(2) At the time of application, site control documented shall be for a time period no shorter than through the anticipated date of the award of NPLH funds by the Department, as set forth in the most current NPLH NOFA under which the Project is applying for funds.* **Yes**

Address	Form of Site Control	Current Owner	Execution Date	Expiration Date	Number of Units	Number of NPLH Units	APN
115 W. Anapamu St., Santa Barbara CA 93101	Fee Title	Sanctuary Centers of Santa Barbara, Inc	9/20/1994	NA	42	16	039-222-002
							Parcel Number 2
							Parcel Number 3
							Parcel Number 4

NPLH Project Threshold Requirements

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							Parcel Number 5
							Parcel Number 6
							Parcel Number 7

Provide details below for unusual site control special circumstances:
 N/A Sanctuary Centers of Santa Barbara, Inc. owns the property in fee title.

File Name:	Site Control	Provide documentation of the form of site control selected above meeting UMR §8303	On USB?	Yes
File Name:	Preliminary Title Report	Provide a current preliminary report	On USB?	Yes

Integration §202(e)

Assisted Units must be integrated with other Units in the Project (including, for purposes of this paragraph (1), any other project subject to restrictions as an affordable housing development of which the Project is a part or in which the Project is included for purposes of any other loan, grant, or other funds awarded by the Department, or by any other State or local agency, department, political subdivision, or other governmental entity, for funding of development, operating, or supportive services costs) and not separated, assigned, partitioned, or restricted onto separate floors, doors, common areas, legal parcels, or other areas or portions of the Project or of the building.

(1) Will the NPLH Units be integrated with other Units in the Project and not separated, assigned, partitioned, or restricted to separate floors, doors, common areas, legal parcels, or other areas or portions of the Project or of the building? Yes

For affordable housing developments built in phases, scattered site affordable housing developments, or TCAC hybrid transactions consisting of more than one building, the Department may grant exceptions to this requirement on a project -by -project basis if it can be demonstrated to the satisfaction of the Department that NPLH-eligible tenants or other tenants meeting eligibility criteria similar to that of NPLH could also be eligible to reside within those buildings or other sites not proposed to be part of the NPLH-funded portion of the project. In determining whether or not an exception to Section 202 (e) (1) will be provided, the Department will consider such factors as proposed income targeting, other target population requirements, and other requirements or restrictions at the other buildings or sites. **Are you requesting an exception to Integration requirements as described above?** N/A

If requesting an exception, explain how your exception meets the requirements for an exception as defined by the NPLH Guidelines, Integration §202(e) (1). In addressing this question please discuss proposed income targeting, other target population requirements, and other requirements or restrictions at the other buildings or sites:

We are not requesting an exemption.

(2) If Project has greater than 20 units, are the NPLH units as a % of the total units less than or equal to 49%? (see 'Loan Amount and Unit Mix' worksheet) Yes

(3) For a hybrid Project, the total number of Units may be allocated disproportionately to the 4% component of a hybrid transaction if all the following conditions are met: **A.** The hybrid transaction is a single building transaction and all of the NPLH Units will be located within the same physical structure; **B.** For Projects of greater than 20 Units, the total number of NPLH Units within the building containing both elements of the hybrid tax credit transaction are equal to or less than 49% of the total units within this building, and **C.** The Applicant can demonstrate to the reasonable satisfaction of the Department that the NPLH Units will be reasonably distributed throughout the building to facilitate compliance with the other requirements of §202(e).

(4) Applicant certifies that they will facilitate or provide regular community building activities and architectural design features that promote tenant interaction, as feasible, depending on the scope of the construction or rehabilitation activity. For example, community space within the Project, wide hallways, etc. Yes

(5) The service plan and property management plan submitted with the application document policies that promote participation by tenants in community activities, and impose no restrictions on guests that are not otherwise required by other project funding sources, or that would not be common in other unsubsidized rental housing in the community. Yes

Please provide a brief narrative on how the project will be integrated that addresses the issues in (1) –(5) above.:
 The committed NPLH units are "floating" rather than fixed units to ensure that they will be fully integrated with the non-NPLH units. Interaction among all residents will be encouraged through a variety of support services and other activities that will be help in the community center. These include financial literacy, healthy cooking, potluck dinners, as well as other various life-skill activities. These activities will be available to all residents at no charge, but not required as a condition of tenancy. Members of the faith community and other community-based organizations will also provide activities that will encourage resident participation with the community at large.

Amenities §202(f)

Is the Project site(s) reasonably accessible to public transportation, shopping, medical services, recreation, schools, and employment in relation to the needs of the Project's tenants and what is typically available in that County?

File Name:	Amenities Map	If yes, provide a radius map with the above amenities identified by markers	On USB?	
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Article XXXIV §202(g)

Does Article XXXIV legal opinion submitted to the Department demonstrate that the Applicant has considered both the legal requirements of Article XXXIV and the relevant facts of the project? Any conclusion that the project is exempt from Article XXXIV must be supported by specific facts and a specific legal theory for exemption that itself is supported by the Constitution, statute, and/or case law. Documentation provided shall be subject to Department review and approval. Yes

File Name:	Article XXXIV Legal Opinion	If the Application includes an Article XXXIV Legal Opinion, provide a copy of Legal Opinion	On USB?	Yes
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File Name:	Article XXXIV Authority	If the locality has sufficient Article XXXIV authority, provide documentation as set forth in the NOFA	On USB?	Yes
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Department Application Requirements and Forms §202(h)

Applicant acknowledges that Applications shall be on forms made available by the Department. In addition, applications must contain all of the following:

§202(h)(1) A resolution from the County Board of Supervisors to make available to the Project's NPLH tenants, for a minimum of 20 years, mental health supportive services and to coordinate the provision or referral to other services as outlined in the County's supportive services plan for the Project, including but not limited to, substance use services. The County's obligations pursuant to this requirement shall begin when a Project receives its certificate of occupancy, or other evidence of Project completion for Projects already occupied. This resolution shall also contain other commitments related to the County's obligations as Applicant for the Project funds. **NOTE: This language is already included in the NPLH Resolution template on the NPLH webpage.** Yes

§202(h)(2) If applicable, a resolution from the governing body of the Development Sponsor related to its obligations as co-Applicant for the Project funds. Please use the applicable Authorizing Resolution template for Development Sponsors located on the NPLH webpage. Yes

NPLH Project Threshold Requirements

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<p>§202(h)(3) An initial plan for providing supportive services based on the anticipated needs of the Target Population proposed to be served by the Project. The Supportive Services Plan must meet the requirements outlined in §203. The NPLH Supportive Services Plan is now a worksheet within the Supplemental Application. Complete the Supportive Services Plan worksheet. No separate Supportive Services Plan should be submitted.</p>				Yes	
<p>§202(h)(4) A property management plan that: A. Utilizes a low-barrier tenant selection process that prioritizes those with the highest needs for available housing; B. Implements Housing First practices, consistent with the core components set forth in Welfare and Institutions Code Section 8255(b); and C. Implements policies and practices to prevent evictions and to facilitate the implementation of reasonable accommodation policies.</p>				Yes	
File Name:	Property Management Plan	Provide a copy of Project's proposed Property Management Plan meeting requirements of §202(h)(4)	On USB?	Yes	
<p>§202(h)(5) If not already submitted by the County, the County's plan to combat homelessness that meets the requirements of §201(c).</p>					
<p>§202(h)(5) Was County's Plan to Combat Homelessness previously submitted meeting the requirements of §201(c)?</p>		Yes	If yes, date submitted:	6/18/2019	
File Name:	Homeless Plan	If not previously submitted, provide a copy of the County's Plan to Combat Homelessness §201(c)	On USB?	Yes	
<p>§202(h)(6) Applicant must submit items (A)-(G) below in order to determine Project feasibility and compliance with Program requirements.</p>					
File Name:	Market Study	§202(h)(6)(A) For Projects with Units that will not be assisted by NPLH, a market study prepared in accordance with TCAC requirements which demonstrates a market for the non-Assisted Units. Include information on the anticipated need for the Assisted Units, and how referrals will be made in compliance with the requirements of §206 and §211	On USB?	Yes	
<p>§202(h)(6)(B) For Projects where 100% of the Units will be NPLH Assisted Units, information on the anticipated need for the Assisted Units, and how referrals will be made in compliance with the requirements of §206 and §211.</p>					
<p>NA</p>					
File Name:	Appraisal Report	Appraisals are required for all projects which include a land cost or value in their development budget. Appraisals shall be prepared in accordance with TCAC requirements as specified in §202(h)(6)(C).	On USB?	Yes	
File Name:	Preliminary title report	§202(h)(6)(D) Preliminary title report dated within 30 days of NPLH Application due date	On USB?	Yes	
File Name:	Phase I/II reports	§202(h)(6)(E) For new construction projects, a Phase I Environmental Site Assessment prepared for the property prepared in accordance with ASTM E1527-13 within 12 months of the NPLH Application due date. A Phase II environmental report is required if recommended by the Phase I	On USB?	Yes	
File Name:	Lead-based paint, mold, asbestos reports	§202(h)(6)(F) For rehabilitation projects, lead-based paint, mold and asbestos reports	On USB?	Yes	
Financial Feasibility §202(i)					
<p>Does Project commit to complying with the §206 Occupancy and Income requirements?</p>		Yes	<p>Does Project comply with the §207 Rent Limits and Transition Reserves requirements? (UA 'Rents' and 'Dev Budget' worksheets)</p>		Yes
Environmental Conditions §202(j)					
<p>Is the Project free from severe adverse environmental conditions that are economically infeasible to remove and cannot be mitigated?</p>				Yes	
<p>No - HUD Pt. 58 indicated noise mitigation but this can be managed with the implementation of noise dampening construction materials.</p>					

NPLH Project Threshold Requirements

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Relocation §202(k)

Will tenant relocation occur as a result of this Project? If development will result in displacement of tenant, the Development Sponsor shall be solely responsible for providing the assistance and benefits set forth in §202(k) and other applicable local, state and federal law. All relocation docs are subject to the Department review and approval.

Yes

(3) If the Applicant determines that relocation requirements are not applicable to the Project, the application must explain and document why relocation does not apply.

Plan provided

File Name: Relocation Plan Provide a relocation plan prepared in accordance with CCR Title 25, §6038 On USB? Yes

State and Local Requirements §202(l)

Is the Project on a permanent foundation? **Yes** Will the project meet all applicable State and local requirements, including but not limited to, minimum square footage requirements, and requirements for maintaining the property in a safe and sanitary condition?

Yes

Scattered Site Housing §202(m)

Is the Project a scattered site housing project?

No

If yes, will it meet the §202(m) requirements including but not limited to all Project sites having a single owner and property manager, and no more than one lender with required payments senior to the Department's loan?

N/A

Supportive Services §203

(a) Applicant acknowledges each NPLH application selected for funding must include a Project-specific supportive services plan developed by the County in partnership with the Project Sponsor, supportive service providers, and the property manager.

Yes

(b) Applicant acknowledges that the property management staff and service providers must make participation in supportive services by NPLH tenants voluntary. Access to or continued occupancy in housing cannot be conditioned on participation in services or on sobriety. The supportive services plan must describe the services to be made available to NPLH tenants in a manner that is voluntary, flexible and individualized, so NPLH tenants may continue to engage with supportive services providers, even as the intensity of services needed may change. Adaptability in the level of services should support tenant engagement and housing retention.

Yes

(c) Applicant acknowledges that the supportive services in §203(c) shall be made available to NPLH tenants based on tenant need. Available mental health services shall be provided directly by the County or through a subcontracted lead service provider. The County or the County's lead service provider for the Project shall coordinate the provision of or referral to services needed by individual tenants, including but not limited to substance use treatment services, for a minimum of 20 years. Except as otherwise noted, the required services can be provided onsite at the Project or offsite at another location easily accessible to tenants. Complete the Supportive Services Plan tab found within this NPLH Supplemental Application. No separate Supportive Services Plan is required to be attached.

Yes

(d) Applicant acknowledges that the supportive services in §203(d) are not required to be made available, but are encouraged to be part of a County's supportive services plan. These services may be provided directly by the County or a County-contracted service provider, or the County may coordinate the provision of or referral to these services as needed by individual tenants.

Yes

(e) Applicant acknowledges that the additional information in §203(e) shall be provided in the supportive services plan.

Yes

(f) Applicant acknowledges that copies of draft written agreements or memoranda of understanding (MOUs) must be provided which identify the roles and responsibilities of the County, the project owner, other service providers, and the property manager. Specific organizations do not need to be identified unless those organizations are used to satisfy the experience requirements required to submit an application under Section 202. The draft written agreements or MOUs must be materially consistent with the information set forth in the supportive services plan.

Yes

(g) Applicant acknowledges that the Department may request that any necessary updates to the supportive services plan or related documents, including fully executed written agreements between the County, service providers, the Project owner, and the property manager, be provided prior to the beginning of the initial rent-up period or prior to permanent loan closing.

Yes

(h) Applicant acknowledges Projects funded under Article II of these Guidelines, changes in which entity is the lead service provider may be permitted after application submittal with prior approval from the Department, as long as all Program requirements of the lead service provider continue to be satisfied, and as long as the change in lead service provider would not result in a lower application score for Projects scored under the rating factors in §205(e) and §205(f).

Yes

File Name: MOU Memoranda of Understanding which identify the roles and responsibilities of the County, the project owner, other service providers, and the property manager On USB? Yes

COSR Eligibility §209(d)

In order to be eligible to receive a COSR, the Applicant must first demonstrate, and the Department must verify prior to issuing an award letter for the Project that, in lieu of relying in whole or in part on COSR assistance for Assisted Units, the Applicant or its development partners have provided documentation as required in either subsection (1) or (2) below.

(1) A. Identified all possible federal, state, and local sources of rental assistance and other operating assistance to support the Assisted Units; and **B.** Submitted applications or other written requests to the appropriate entity to secure Project-based rental or other operating assistance to support the Assisted Units; **OR**

(2) A. Identified all possible federal, state, and local sources of rental assistance and other operating assistance to support the Assisted Units; and **B.** Can provide other evidence from the appropriate entities that rental assistance and other operating assistance is not available to support the Assisted Units.

Discuss efforts undertaken to meet the requirements of §209(d).

Documentation readily available online from the City Housing Authority - Attached on the digital file.

File Name: COSR Eligibility Provide evidence from local housing authority or other entities addressing §209(d) On USB? Yes

Tenant Selection §211

Applicant acknowledges that tenants shall be selected through use of a CES or other similar system for those At-Risk of Chronic Homelessness in accordance with the provisions of 25 CCR Section 8305 and in compliance with Housing First requirements consistent with the core components set forth in Welfare and Institutions Code Division 8 Chapter 6.5 Section 8255 subsection (b), and basic tenant protections established under federal, state, and local law. Tenant eligibility criteria must be satisfied prior to being referred to an NPLH Project. All referral protocol for NPLH units must be developed in collaboration with the local Continuum of Care and implemented consistent with Program requirements.

Yes

NOTE: Pursuant to Welfare and Institutions Code Section 5849.9, Projects utilizing funds from a County's Noncompetitive Allocation shall prioritize persons with mental health supportive service needs who are Homeless or At-Risk of Chronic Homelessness.

State Prevailing Wage Requirements

Applicant certifies the Project will comply with State Prevailing Wage Law, as set forth in Labor Code Section 1720 et seq., which requires the payment of prevailing wages unless the project meets one of the exceptions of Labor Code 1720(c) as determined by the Applicant on a case-by-case basis.

Yes

NPLH Project Threshold Requirements

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Applicant certifies that the Project falls within an exception to Labor Code Section 1720(c) et seq; therefore State Prevailing Wage does not apply. Yes

Provide description of how Project falls within an exception to Labor Code Section 1720(c):

Conclusion of a letter provided in the local approvals tab [Tab 66] "Public Works Case No. 2019-018 - 115 West Anapamu Street" states: "For the foregoing reasons, the construction of the 35-unit residential project at 115 West Anapamu Street for Sanctuary Centers of Santa Barbara is not subject to prevailing wage requirements." - Signed Katrina S. Hagen [

Explanations

Provide details below for all "No" answers that are shaded red above (if more space is needed attach separate sheet):

Local Jurisdiction and NEPA Responsible Entity Verification

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Applicant: Submit this form to the agency or department of local government responsible for administration of the items listed. This form may be submitted to more than one agency or department if necessary. If the NEPA Responsible Entity is not a local government (e.g. State of Calif. HOME Program, USDA RD), also submit a copy of this form to the appropriate NEPA Responsible Entity. If an item is not required, indicate the reason in the box below. **Complete both Sections 1 & 2.**

Project Applicant:	Santa Barbara County Behavioral Wellness
Applicant Address:	315 Camino del Remedio, Bld 3
Applicant City:	Santa Barbara
Project Name:	Hollister II
Project Address/site:	115 W. Anapamu St.
Project City:	Santa Barbara
Project County:	Santa Barbara
Assessor Parcel Numbers (APNs):	039-222-002, Parcel Number 2, Parcel Number 3, Parcel Number 5, Parcel Number 6, Parcel Number 7

SECTION 1

Local jurisdiction or NEPA Responsible Entity: The Applicant named above has submitted an application to the State Dept. of Housing and Community Development (the Department) requesting funding for the project named above, under the No Place Like Home (NPLH) program. Projects submitted for program funding are subject to a competitive rating process. Project readiness is a component of that process. Verification of items listed below will be used in evaluating NPLH applications.

		Not Required for this Project	Final date of Public Comment Period	Approved Date
All Environmental Clearances (CEQA and NEPA) necessary to begin construction are either final approved or unnecessary:	CEQA		1/15/20	12/15/20
	NEPA	X	N/A	N/A

Specify in the box below, items not required and explain why (include documentation, if applicable):

SECTION 2

No federal funding source require NEPA review.

	Not Required for this Project	Verified as Complete and date completed
All necessary land use approvals or entitlements necessary prior to issuance of a building permit, including any required discretionary approvals, such as site plan or design review.		8/10/20

Specify in the box below, items not required and explain why (include documentation, if applicable):

AB 2162 [SEC.2 65583.a.4.B: (B) The permit processing, development, and management standards applied under this paragraph shall not be deemed to be discretionary acts within the meaning of the California Environmental Quality Act (Division 13 (commencing with Section 21000) of the Public Resources Code).

Project Applicant has submitted a complete application to the relevant local authorities for land use approval under a nondiscretionary local approval process, where the application has been neither approved or disapproved. A nondiscretionary local approval process is one that includes little or no subjective judgement by the public official and is limited to ensuring that the proposed development meets a set of objective zoning, design review and/or subdivision standards in effect at the time the application is submitted to the local government. A "nondiscretionary local approval process" includes Streamlined Ministerial Approval Processing under to Chapter 366, Statutes of 2017 (SB 35), By-Right Processing for Permanent Supportive Housing under Chapter 753, Statutes of 2018 (AB 2162), housing element law (Government Code Section 65583.2(i)), or other local process that meets the definition of non-discretionary approval process.	Yes
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Projects located within the boundaries of an incorporated city, the city shall make the necessary determinations, and for Projects located in the unincorporated areas of a county, the county shall make the necessary determinations. The appropriate entity shall sign below.

Dated:	1/11/21
Statement completed by (please print):	Ted Teyber
Signature:	
Title:	Housing Program Specialist, Sr.
Agency or Department Name:	Community Services Department, Division of Housing & Community Development
Agency or Department Address:	123. E. Anapamu St., Suite 202, Santa Barbara, CA 93101
Agency or Department Phone:	805-568-3513

Supportive Services Plan (SSP) §203

Rev. 11/23/20

Instructions: All Projects that include Supportive Housing units must complete a Supportive Services Plan for the NPLH units. The checklist below shall serve as a guide to ensure that the Supportive Services Plan is complete.

Part I.	Tenant Selection Narrative
Yes	Section 1: Tenant Selection Criteria
Part II.	Lead Service Provider (LSP) Detail
Yes	Section 1: Lead Service Provider (LSP)
Yes	Section 2: Best Practices in Service Delivery
Part III.	Supportive Services Detail
Yes	Section 1: Supportive Services Chart
Yes	Section 2: Supportive Services Coordination
Yes	Section 3: Verification from Appropriate Public or Non-Profit Funding Agency
Part IV.	Tenant Safety and Engagement
Yes	Section 1: Tenant Engagement
Yes	Section 2: Safety and Security
Part V.	Staffing
Yes	Section 1: Staffing Chart
Yes	Section 2: Staffing Ratios
Part VI.	Supportive Services Budget
Yes	Section 1: Supportive Services Budget Table & Cost Per Unit Table
Yes	Section 2: Budget Narrative and Funding Commitments
Yes	Section 3: Service Funding History Table
Part VII.	Part VII. Property Management Plans, Tenant Selection, and Reporting
Yes	Section 1: Property Management Plans and Tenant Selection
Yes	Section 2: Reporting Requirements Certification

Part I. Tenant Selection Narrative

This section asks for a detailed description of the tenant selection process. Using the titled sections below, the narrative should be as specific as possible, delineating the roles of property management and the Lead Service Provider and how these functions will be coordinated. Your description should clearly and conclusively document processes to ensure NPLH tenant households occupy NPLH Assisted Units following tenant selection and Housing First Practices.

Section 1: Tenant Selection Criteria

1. Target Tenant Population and Eligibility Criteria

a. Do you use Housing First Practices? Yes

c. Description of the Target Population to be served, and identification of any additional subpopulation target or occupancy preference for the NPLH Project that the Applicant wishes to undertake beyond what is permitted under the Target Population requirements. **NOTE: Any additional subpopulation targeting or occupying preference for an NPLH Project must be approved by the Department prior to construction loan closing and must be consistent with federal and state fair housing requirements.**

The developer will receive and screen referrals of County NPLH tenants using out CES only. Reasonable selection criteria, as referred to in 25 CCR Section 8305(a)(1) shall include priority status under our local CES which was developed pursuant to 24 CFR578.7(a)(8). Developer will accept tenants regardless of society, participation in services or treatment, history of incarceration, credit, or history of eviction in accordance with practices permitted pursuant to Welfare and Institutions Code Section 8255.

2. Marketing/Outreach: The following addresses use of the Coordinated Entry System for all NPLH referrals or an alternate comparable system for those At Risk of Chronic Homelessness. Note that use of standard waiting lists is prohibited, in that both of these systems must prioritize referrals based on highest acuity needs, rather than first-come first served.

a. Describe how the local CES will be used to fill NPLH-assisted units based on the use of a standardized assessment tool which prioritizes those with the highest need for PSH and the most barriers to housing retention. Include the CES agency's name, primary staff person's name, and contact information. If the local CES is not yet operational, describe the plan to use it when it is established.

Our CES agency is the Santa Maria/Santa Barbara Continuum of Care. Our Coordinated Entry System consistently uses the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT) to assess individuals, the TAY VI-SPDAT to assess Transition Age Youth and the Family VI-SPDAT to assess homeless families. Those with the highest scores are prioritized highest for longer term housing solutions. Our CoC uses the Coordinated Entry process to prioritize persons within our CoC's geographic area for access to housing and supportive services.

b. If a separate alternate system must be used to refer persons At-Risk of Chronic Homelessness, a minimum of 40 percent of the NPLH Assisted Units must be reserved for persons who qualify as Chronically Homeless and a maximum of 30 percent of the NPLH Assisted Units may be reserved for persons who are At-Risk of Chronic Homelessness. All referrals must be based on a prioritization of those with the highest need for Permanent Supportive Housing, and the most barriers to housing retention (provide description of system below).

We are not using a separate alternate system.

3. Housing First Characteristics

a. Please confirm compliance by checking all of the characteristics that apply to the NPLH units in the Project:

Tenants have a lease and all the rights and responsibilities of tenancy, as outlined in California's Civil, Health and Safety, and Government codes	Yes
Tenant has his/her own room or apt. and is individually responsible for selecting a roommate in any shared tenancy	Yes
Tenant may stay as long as he/she pays his or her share of rent and complies with the terms of his/her lease	Yes
Unit is subject to applicable state and federal landlord tenant laws	Yes
Participation in services or program compliance is not a condition of permanent housing tenancy	Yes
Tenant screening and selection practices that promote accepting applicants regardless of their sobriety or use of substances, completion of treatment, or participation in services	Yes
Applicants are not rejected on the basis of poor credit or financial history, poor or lack of rental history, criminal convictions unrelated to tenancy, or behaviors that indicate a lack of "housing readiness"	Yes
Supportive services that emphasize engagement and problem solving over therapeutic goals and service plans that are highly tenant-driven without predetermined goals?	Yes
The use of alcohol or drugs in and of itself, without other lease violations, is not a reason for eviction?	Yes
In communities with coordinated assessment and entry systems, incentives for funding promote tenant selection plans for supportive housing that prioritize eligible tenants based on criteria other than "first-come-first-serve," including, but not limited to, the duration or chronicity of homelessness, vulnerability to early mortality, or high utilization of crisis services. Prioritization may include triage tools, developed through local data, to identify high-cost, high-need homeless residents	Yes
Case managers and service coordinators who are trained in and actively employ evidence-based practices for client engagement, including, but not limited to, motivational interviewing and client-centered counseling	Yes
Services are informed by a harm-reduction philosophy that recognizes drug and alcohol use and addiction as a part of tenants' lives, where tenants are engaged in nonjudgmental communication regarding drug and alcohol use, and where tenants are offered education regarding how to avoid risky behaviors and engage in safer practices, as well as connected to evidence-based treatment if the tenant so chooses	Yes
The project and specific apartment may include special physical features that accommodate disabilities, reduce harm, and promote health and community and independence among tenants	Yes

Part II. Lead Service Provider (LSP) Detail

Describe the criteria that will be used to ensure that applicants are eligible to occupy the NPLH Assisted Units. How will credit, rental, criminal history, and substance use be used to determine eligibility for NPLH Assisted Units?

Applicants are eligible to occupy the NPLH units if they have been determined to be homeless, chronically homeless or at-risk-of homelessness and have a serious mental illness. These qualities are assessed during their Coordinated Entry assessment, which uses the VI-SPDAT assessment tool, which will assess disabling conditions, including mental illness. Previous credit, rental, criminal history that is unrelated to tenancy, and substance use history cannot be used in determining eligibility for NPLH Assisted units.

Describe any known conflicts and/or the mitigation strategy for when Public Housing Authority (PHA) requirements conflict with Housing First practices, as applicable.

Our Public Housing Authority is aware that for NPLH units, Housing First practices take precedence over the Housing Authority's previous rules and requirements. Our Housing Authority's first concern is to maintain a safe environment for their staff and tenants, so our biggest strategy to mitigate this fear is to assure them that it is possible to use Housing First Principles and still keep everyone safe. Our other mitigation strategy is to ensure that onsite property manager, in addition to our onsite case workers, receive

If your tenants may include minor children and/or adult dependents of NPLH Tenants, describe any additional criteria that will be used to ensure applicants are eligible to occupy the NPLH Assisted Units.

Any additional tenants to NPLH units must provide a valid form of identification. Once this identification is provided, the only criteria that would make this person ineligible to occupy the unit would be a criminal history related to tenancy.

Describe the criteria relating to the applicant's NPLH status, income eligibility, Homelessness status (Chronically Homeless, Homeless, or At-Risk of Chronic Homelessness), and disability.

Applicant's NPLH status is established using the VI-SPDAT assessment tool, and then prioritized accordingly in the Coordinated Entry System. Applicants income eligibility, homelessness status and any disabling conditions are all assessed within the Coordinated Entry System. Those with the highest scores are prioritized highest for longer term housing solutions. Our CoC uses the Coordinated Entry process to prioritize persons within our CoC's geographic area for access to housing and supportive services.

Describe any additional eligibility criteria other than those indicated above, i.e., information needed to determine if applicant can comply with lease terms. **Note:** Selection criteria designed to assess anything other than the ability to comply with lease terms generally run afoul of fair housing laws designed to protect equal access to housing for people with disabilities.

There is no additional eligibility criteria.

List the tenant disclosures you provide to applicants/tenants. Example: Megan's Law disclosures.

Supportive Services Plan (SSP) §203

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1. Common Utilities: The landlord must notify the tenant if gas or electric service that is provided through the tenant's meter serves an area outside the tenants units. 2. Any health hazards 3. The name of the manager, agent for service of process, place of rent payment, and form of rent payment. 4. If someone has died within the unit in the last three years. 5. Megan's Law. 6. Notice regarding periodic pest control services.

How you will use the local Coordinated Entry System for selecting tenants? If the local Coordinated Entry System is not yet operational, describe your plan to use it for tenant selection when it is established. In your response, include the name and contact information for your system contact person.

Our CES agency is the Santa Maria/Santa Barbara Continuum of Care. Our Coordinated Entry System consistently uses the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT) to assess individuals, the TAY VI-SPDAT to assess Transitional Age Youth and the Family VI-SPDAT to assess homeless families. Those with the highest scores are prioritized highest for longer term housing solutions. Our CoC uses the Coordinated Entry process to prioritize persons within our CoC's geographic

Describe the criteria that will be used to ensure families will remain housed in the event that the qualifying NPLH Tenant should exit the unit. Address any conflicts with federal regulations or policies that could result in the family's removal and detail how this conflict will be mitigated.

Because these units are all Single Room Occupancies, no families will be housed in these units.

Section 1: LSP

The County or other LSP is the entity that has overall responsibility for the provision of supportive services & implementation of the Supportive Services Plan. The County or other LSP provides comprehensive case management services (individualized services planning & the provision of connections to mental health, substance use, employment, health, housing retention) and may also coordinate with other agencies that do so.

1. County/LSP Name: Behavioral Wellness of the County of Santa Barbara

Relationship to Applicant: Memorandum of Understanding

How long has the County/LSP been providing services to homeless: 11 Years 2 Months

How many Projects have the Applicant and LSP completed together? (Provide list of completed Projects when submitting) 0

2. List any additional agencies that will be providing comprehensive case management services to residents. Describe population(s) they will serve and how their services will be coordinated by the LSP.

Agency Name	Populations the Agency will serve

Describe how services will be coordinated.

Agency Name	Populations the Agency will serve

Describe how services will be coordinated.

Agency Name	Populations the Agency will serve

Describe how services will be coordinated.

Section 2: Service Delivery

1. Fully describe in the yellow cells below for each question how the best practices may be utilized in the service delivery model. Include a description of policies. For the clinical interventions in this section, include a description of how the intervention is used and describe training. **NOTE: Do not include definitions of these practices.**

Benefits counseling and advocacy, including assistance in accessing SSI/SSP, enrolling in Medi-Cal, outreach, access, and recovery: Staff trained prior to lease up? Yes

Yes. Staff are trained in SOAR, which directly trains staff to engage with homeless populations using trauma-informed practices to aid homeless populations in accessing benefits as part of their recovery model. Our clinicians and caseworkers that work with homeless populations all complete a 20 hour online training in SOAR, offered through SAMHSA. It is our policy that all staff that directly engage with homeless populations complete this training within the first six months of employment.

Critical Time Intervention: Staff trained prior to lease up? Yes

Yes. This training is provided to our staff and is a mandated training for our Homeless Outreach staff. This intervention is used with our homeless population to help them connect to long-term support from community resources. Our Homeless Outreach staff maintains continuity of care during the first nine months of a client's transition while simultaneously passing the responsibility onto community supports such as Peers, Resource Learning Centers and other community-based organizations.

Trauma-Informed Care: Staff trained prior to lease up? Yes

Yes. A lot. We offer a yearly basic, Foundations of Trauma-Informed Care and then offer three elective courses on Trauma-Informed Care, including a course on Trauma and Homelessness. Other courses offered are: Trauma and Substance Abuse, and the Neurobiology of Trauma. All our trauma-informed trainings are offered live, and are six hour trainings. All staff who work with Homeless are required to attend all these trainings just listed within two years of employment, and at least one Trauma Informed Care training per year of employment. Trauma Informed Care is an intervention used with all our consumers. This intervention is used by engaging with clients by first addressing their need for physical, psychological and emotional safety. These trainings have been offered via zoom successfully for the last nine months.

Motivational Interviewing: Staff trained prior to lease up? Yes

Yes. We offer Motivational Interviewing at least twice yearly, and this training is mandatory for all clinical staff within their first year of employment. Motivational Interviewing is offered as an online 4 hour training, currently. Motivational Interviewing is a technique used by all our clinical staff to engage with clients. This intervention is used by our clinical staff in the following ways: when engaging with clients, staff must resist telling clients what to do; seek to understand their motivations, listen with empathy and seek to empower them to set achievable goals and overcome barriers. Motivational Interviewing Techniques are always a work in progress, and staff continue to take trainings in this technique throughout their practice.

Voluntary Moving-on strategies: Staff trained prior to lease up? Yes

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Our staff will be trained prior to lease up on Voluntary Moving On Strategies. Staff will enable stable tenants of permanent supportive housing who no longer need on-site services to move to private apartments with rental support, with the goal of backfilling vacated supportive housing units with our targeted tenancy. This intervention will be used by our onsite case worker to help tenants who no longer need supportive housing to find housing that is still economically feasible for them.

Safety and security of staff and residents: Staff trained prior to lease up? Yes

Yes. Our Homeless Outreach team is trained in Mental Health first Aid training, and this training is offered annually. Mental Health First Aid covers how to keep tenants and staff safe and secure. This intervention will be used by all our onsite staff to keep our staff and tenants safe and secure.

Peer Support (include length of time Peer Support program used, if applicable): Staff trained prior to lease up? Yes

Our Department has had a Peer Support Program for over twenty years. Our Peer Support staff all take Peer Support Basics Training, and WRAP training, or similar trainings, on leading Peer Support Groups. We are Peer Support staff onsite already that lead a variety of Peer Groups at the housing site, and we offer additional Peer Support Groups at our Santa Barbara clinic. There are also Substance Use Peer Support Groups offered onsite and our onsite staff will be able to provide coordination of registration and transportation to mental health or substance use peer support groups. This intervention will be used to support tenants with their Recovery Model.

Case conferencing: Yes

Our community based organization that works with our Homeless Outreach team facilitates a training on CES case conferencing when onboarding new staff. Our Homeless Outreach team collaboratively developed a case conferencing tool/worksheet with our local organizations serving homeless populations, and this tool/worksheet is located on our website under the "resources for providers" page. This is a tool we use, not really an intervention, but all our Homeless Outreach staff are trained in case conferencing.

Communicating the Applicant's and LSP's program philosophy, values, and principles: Staff trained prior to lease up? Yes

Our philosophy, value, principles and our department's Mission Statement are all conveyed on our Behavioral Wellness Code of Conduct training. This training is required annually of all our staff, and the staff of all organizations that we contract with. Our department has specific guidelines regarding how we interact with each other, and the public that we serve, and this is outlined in the two hour training.

Rent by residents during periods of hospitalization: Staff trained prior to lease up? Yes

Yes. Staff are trained to adhere to the Development Sponsor's Tenancy Policy. Tenants cannot be evicted without just cause, short periods of hospitalization are not considered just cause. Staff are trained to try and aid their clients with payment of rent if clients are hospitalized but alert, and if tenants are incapacitated, staff alert the housing manager of the situation.

Resident Privacy and Confidentiality: Staff trained prior to lease up? Yes

Our entire Homeless Outreach team is required to take annual trainings in Code of Conduct and HIPAA Privacy and Security. These trainings are required annually of all our staff. These HIPAA trainings cover confidentiality and privacy of personal medical information. Our Code of Conduct training covers privacy and confidentiality for all scenarios involving our staff, including resident privacy and confidentiality. This isn't an intervention, but staff receive at least two hours training annually on HIPPA privacy and Security and confidentiality of all clients/tenants.

How the supportive services staff and property management staff will work together to prevent evictions, to adopt and ensure compliance with harm reduction principles, and to facilitate the implementation of reasonable accommodation policies from rent-up to ongoing operations of the Project: Staff trained prior to lease up? Yes

Our entire Homeless Outreach team is trained in Housing First Principles. They have participated in two live trainings in the last year, and we offer an additional training online that covers the basics of Housing First. Our staff understands that Housing First is one of the facets of Harm Reduction Principles. Housing First principles are integrated in all our interactions with Homeless Populations, we are committed to housing everyone with the recognition that housing is a human right.

General service provider and property manager communication protocols: Staff trained prior to lease up? Yes

Both our staff and the staff of our general service provider receive training in Housing First Principles prior to lease up. Working from the shared goals of reducing harm and understanding that we house residents regardless of sobriety, credit history, or history of incarceration, our staff and the project managers meet weekly to discuss tenant success. These communication protocols ensure that staff and property manager have the shared goal of keeping all tenants in housing.

Making Applicants aware of the reasonable accommodations procedure: Staff trained prior to lease up? Yes

All staff will be trained in the Reasonable Accommodations procedures prior to lease up and will make applicants aware that they are entitled to reasonable accommodations for their disability that will enable them to live in housing.

Receiving and resolving tenant grievances: Staff trained prior to lease up? Yes

All staff will be trained in receiving and resolving tenant grievances prior to lease up, including the process for resolving tenant grievances. All tenant grievances will be resolved through an informal review process by the tenant grievance committee. All tenants with grievances will be provided an opportunity to present written grievances and the committee will then determine solutions.

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Appropriate responses to tenant crisis: Staff trained prior to lease up?	Yes
Staff are trained in both Housing First and Mental Health First Aid principles, which then dictate their responses to tenant crises. Mental Health First Aid principals will be used in any intervention with tenants in crisis. Additionally, there is extensive onsite supportive services staff, provided by the development sponsor, that are trained in crisis intervention and trauma-informed care	
Retention of tenants regardless of use of substances: Staff trained prior to lease up?	Yes
Staff are trained in Harm Reduction principles, one of which is Housing First. Staff understand that we house tenants regardless of use of substances, and that under Harm Reduction, that we first do no harm, and our staff will not engage in any harm reduction strategies with tenants unless they are voluntary. Our staff will use harm reduction principles as an intervention strategy when working to retain tenants in housing.	
Cultural and linguistical competency for persons of different races, ethnicities, sexual orientations, gender identities, and gender expressions: Staff trained prior to lease up?	Yes
Our Staff are required to take 2 hours of Cultural Competency annually. We offer live (through Zoom or other online formats) training for staff on engaging with LatinX communities, Sexual Orientation and Gender Identity, Implicit Bias, and Behavioral Health Interpreter Trainings annually. We are continually striving to offer our staff relevant training in cultural humility and update our training selections frequently. Training staff to have cultural humility is not an intervention, it is a continual journey to try to have staff interact with all genders, races, ethnicities, gender expression and sexual orientations in a manner that is always culturally sensitive. We will endeavor to have our staff always engage in ways that are culturally sensitive.	

Part III. Supportive Services Detail

Section 1: Supportive Services Chart

Required Services: List and describe all services under Section 203(c) of the NPLH Guidelines required to be offered to tenants of the NPLH Assisted Units. The chart must include each of the services listed. Attach the agreement for each of the services listed.

Resident Service	Service Description	Hours	Service Provider(s)	Relationship to Applicant	Agreement	Off-site Service Location
List each service separately	Describe service, including the frequency and degree to which services are provided.	Provide the hours of availability	Provider's Name	Applicant, separate division of Applicant's organization, or a Project Partner	If service will be provided by a non-Applicant entity, indicate type of agreement under which service will be provided.	If service is on-site, leave blank. Enter distance, in miles, to off-site service and list resident commuting options. Reasonable access is access that does not require walking more than one-half mile.
Case management with individual service plans	Individuals will have annual service plans developed, which will include an assessment of impairments and treatment targeted at promoting recovery.		Behavioral Wellness	Applicant		
Peer support activities	Peer Support Groups are offered at recovery learning centers in Santa Maria, in addition, there are peer support professionals that operate as case managers in the employ of Behavioral Wellness and community-based providers.		Behavioral Wellness	Applicant		
Mental health care	Therapeutic services will be offered by the County of Santa Barbara and will include access to psychiatric care assessments and therapy.		Behavioral Wellness	Applicant		
Substance use services	Substance use care is part of the behavioral wellness continuum and would include individual and opportunities for group treatment.		Behavioral Wellness	Applicant		
Support in Linking to Physical Health Care	Care coordination activities include linkage and referral to the public Health Department or Community based providers and will be incorporated into the plan of care to the extent possible including after care plans.		Behavioral Wellness	Applicant		

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Benefits counseling and advocacy	Benefits counseling will be arranged by care coordinators and will be completed by Behavioral Wellness's partner agency, County of Santa Barbara Social Services.		Behavioral Wellness	Applicant		
Basic housing retention skills	Care coordination will include rehabilitative services to address basic housing retention skills and will extend to assistance and advocacy from available funding streams to off-set housing costs and support for individuals interacting with landlords and rental agencies.		Behavioral Wellness	Applicant		

Encouraged Services: List and describe all services under Section 203(d) of the NPLH Guidelines encouraged to be offered to tenants of the NPLH Assisted Units. If multiple services will be provided in the service categories provided below, attach any additional description. Empty spaces are available at the bottom of the table for the applicant to describe services not listed. Attach the agreement for each of the services listed.

Resident Service	Service Description	Hours	Service Provider(s)	Relationship to Applicant	Agreement	Off-site Service Location
List each service separately	Describe service, including the frequency and degree to which services are provided.	Provide the hours of availability	Provider's Name	Applicant, separate division of Applicant's organization, or a Project Partner	If service will be provided by a non-Applicant entity, indicate type of agreement under which service will be provided.	If service is on-site, leave blank. Enter distance, in miles, to off-site service and list resident commuting options. Reasonable access is access that does not require walking more than one-half mile.
Services for persons with co-occurring mental and physical disabilities or co-occurring mental and substance use disorders not listed in the above table	Care coordination to access services to assist with referrals to target agencies specializing in the care and rehabilitation for those with physical disabilities. Group will be held on-site to support individuals in recovery from substance use disorders.		Behavioral Wellness	Applicant		
Recreational and social activities	Recovery learning centers in the Santa Maria area provide opportunities for socialization, greater community connection and skill building toward utilizing resources including those for recreation.		Behavioral Wellness	Applicant		
Educational services	Care coordination and care planning will include opportunities to explore local educational resources.		Behavioral Wellness	Applicant		
Employment services	The Department of Behavioral Wellness collaborates with the Department of Rehabilitation for Santa Barbara County for employment and counseling services. Referrals to this program will be developed and included in care plan.		Behavioral Wellness	Applicant		
Obtaining access to other needed services						

File Name:	LSP Agreement	Lead Service Provider Contract, Agreement, or Letter of Intent	On USB?	No
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File Name:	Written Agreements	Copy of written agreements or memoranda of understanding (MOUs) which identify the roles and responsibilities of the County, the project owner, other service providers, and the property manager covering all of the Required and Encouraged Services that are part of the Supportive Services Plan. Please submit one master services MOU or other written agreement for the project. However, if separate agreements will also be entered into with each service provider, the Master document must reference and include these separate agreements.	On USB?	Yes
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Section 2: Supportive Services Coordination

1. Describe the accessibility of community services to which you propose linkages, whether they are on-site or in close proximity to the Project, and the frequency, travel time and cost to the tenant for transportation required to access the services to include both public transportation and private transportation services (e.g. van owned by the provider). Additionally, describe how the supportive services will be provided in a manner that is culturally and linguistically competent for persons of different races, ethnicities, sexual orientations, gender identities, and gender expressions. This includes explaining how services will be provided to NPLH tenants who do not speak English, or have other communication barriers, including sensory disabilities, and how communication among the services providers, the property manager and these tenants will be facilitated. Additionally, describe how services will accommodate trauma-based, barriers to services. Provide documentation, in the form of Memorandum of Understanding, Memorandum of Agreement, letters of support or contracts demonstrating who will be responsible for ensuring access to services and how accessibility will be accomplished if not already included in agreement provided for service provision.

Santa Barbara's largest transportation hub is located less than one quarter mile from this Project. It is a five minute walk to the transportation hub that will connect you with all bus routes in Santa Barbara. For seniors, persons with disabilities or persons with Medi-Care cards, the cost is \$.85. For others, the cost is \$1.25. Our county's largest metropolitan grouping, including a library, art museum, restaurants, theaters and movie theaters, is a 5-7 minute walk from residence. NPLH tenants at this project will be extremely fortunate, because this project houses the most complete set of onsite services in Santa Barbara County, it is truly unique in this manner. There is a medical and dental health clinic onsite, peer support groups, and a psychiatric health clinic onsite. Additionally, for all medical appointments, our case workers hand out Medi-Cal

2. Describe which community/county/state funded programs will be utilized to meet the needs of the residents, particularly if those residents are dependents of tenants. Medi-Cal providers include services for early intervention which are culturally competent, age appropriate and co-occurring capable. Behavioral Wellness care providers as needed based on the care plan will collaborate with providers of care in the schools including physical health providers and child welfare services.

3. Is the Applicant currently working with the with the CoC in the area? Yes
 If No, please explain:

N/A

Section 3: Verification from Appropriate Public or Non-profit Funding Agency

All applications where the County is not the LSP shall include a verification from an appropriate funding entity (either public or non-profit) knowledgeable about the supportive service needs of the Target Population, indicating that the proposed services are appropriate to meet the needs of the Target Population. The verification shall endorse the primary service provider as a known provider of support services to the Target Population. The Development Sponsor and/or Service Provider are not eligible to provide the Funding Agency Verification.

Please use the attached Supportive Service Verification form from the appropriate public or non-profit agency. Please submit one verification if serving different subpopulations of NPLH tenants who qualify as Chronically Homeless, Homeless, or At-Risk of Chronic Homelessness. If appropriate, a single funder may provide a verification for multiple populations (i.e. a County Department of Health Services could provide a verification for a Project serving individuals who are Chronically Homeless, Homeless, or At-Risk of Chronic Homelessness). Please be sure to indicate on the verification form the subpopulations to which each verification applies.

Part IV. Tenant Safety And Engagement

Section 1: Tenant Engagement

Applicant should describe strategies to engage residents in services, services planning/operations, and in building community and facility operations. **NOTE: The tenant engagement plan is distinct from the marketing and outreach efforts for attracting applicants to the Project.**

1. Will the services engagement outreach strategy include:

Outreach to applicants and residents?	Yes	Door-knocking?	Yes	Leafleting?	Yes
Assessment prior to leasing?	Yes	Peer contacts?	Yes	Outreach to organizations that work directly with target population?	Yes

Other strategies? Please describe:

The Behavioral Wellness team offers collaboration and, as needed, contact with landlords and property management staff.

2. Describe the strategies to engage residents in social interaction, building operations, and community involvement within the Project.

Staff will use motivational strategies, trauma-informed strategies, and WRAP peer-led strategies to engage residents in social interaction, building operations and community involvement. Tenants will be given the opportunity to participate in tenant-led committee on resolving tenants grievances and maintaining the development's community spaces and planning community events.

3. Describe the strategies to engage residents in planning and delivery of resident's services.

Additionally, the peer-led support groups are vital in supporting tenants in planning, adapting, and then communicating to their recovery team what services the tenants need and the manner in which they should be delivered. The development of tenants' WRAP plan will help them plan and deliver their services, as part of their Recovery Model. Tenants will have the opportunity to serve on the tenant-led committees.

4. Describe how the physical building space supports social interaction and the provision of services.

The Project design will foster tenant engagement and provision of onsite supportive services. The project will have a community room, laundry room, and trash enclosures. On-site services will be centered in the community room and our adjacent supportive services office space. The centralized location of tenant-use facilities supports tenant interaction and an awareness of services. The project is part of a "village" that includes two other buildings that house formerly homeless and/or low income people, and a medical and dental clinic. There is a lot of engagement and peer-led activities onsite in the community areas of the "village" and all the various engagement activities are promoted to tenants through the community spaces, clinics and outdoor spaces onsite. The project design fosters safety and security through enclosed gates, and the robust security features on-site staff. There is a 24-hour clinic located in the base of the building so there will be a lot of staff eyes on security and ensuring safety for all tenants.

5. If planning on conducting tenant satisfaction surveys, describe types of questions asked, how they are reviewed, outcomes measured, and how often survey will be conducted.

Our staff is working with Development Sponsor to formulate a tenant satisfaction survey, all questions will ONLY regard satisfaction with the housing development, we will not ask any questions about supportive services on this survey. The survey will be put in each tenant's mailbox, and surveys can be left anonymously in the manager's post box. Surveys will be reviewed jointly by Be Well staff and housing staff, and the outcome measured are still to be determined, but will have to do with housing satisfaction only. To ask questions about supportive services on such survey would be a HIPAA violation.

6. Describe the strategies to engage residents in services, services planning/operations, and in building community and facility operations.

Staff will use Motivational Interviewing, Harm Reduction and Trauma-Informed strategies to try and engage tenants in services, while continually reminding everyone that services are available but VOLUNTARY. Tenant's will also have the opportunity to serve on the Tenant-led Housing Development Committee, which will review tenant grievances, plan tenant events, and participate and critique facility operations.

Section 2: Safety and Security

1. Summarize the written policies and procedures on privacy and confidentiality of residents.

Anything regarding a tenant's mental or physical health is protected under HIPAA privacy laws. All our staff are required to complete two hours of HIPAA training prior to commencing work, and are required to take an hour of training on privacy and security annually thereafter. The Development Sponsor will train our staff in their written policy on privacy and confidentiality of residents prior to lease up. This policy explains tenant's privacy rights and ensures that client information can only be released with a properly executed release form, and that private information may only be released by authorization of the Executive Director and written consent of the affected party or pursuant to a court subpoena. Any information regarding a person's disability is marked "confidential" and may only be released as needed when considering how to accommodate a person's disability. Staff will not disclose family information contained within the files unless there is a business reason. All applicant and tenant files will be stored in a secure location that

2. Summarize the written policies and procedures on sign in/out procedures, fire/safety drills, and posted local contacts in case of emergency.

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All local contacts in case of emergency are posted in the community and laundry rooms. There are no sign in/out policies. The developer implements fire/safety drills on a bi-annual basis at all buildings onsite.

3. Describe the building design safety features for ensuring resident and staff safety (include lighting, entrance/exits, locked doors, common area locations).

Common Areas: The community room, laundry room (both key fob accessible) and trash enclosures are located in a central location and are near ADA accessible parking for automobiles and vans.

Entrances/Exits: Vehicular entrance/exit. and provide ADA accessible path of travel from the street to the building entrance. All units as well as common areas features on an ADA accessible path of travel which are lighted.

Lighting: Parking areas are lighted according to the standard of the illuminating Engineering Society (IES). All pedestrian walkways are lighted by low level lighting maintaining

4. Summarize the written policies and procedures on ensuring staff safety.

There is a Loss Prevention Coordinator who reviews current safety practices, trains all staff in safety matters. On-Site supervisor will maintain a safe environment on site, and maintaining CRP certification. All staff are trained annually in illness and injury prevention. Development Sponsor will attempt to limit property damage and accidents on site through frequent building and facility inspections, and to mitigate hazardous conditions. The Supervisor will properly report any accident or injury. Supervisor are thoroughly trained on investigating and reporting any property damage or public accidents. Any staff found to be in violation of either written safety policy or common sense safety procedures will receive a safety violation warning notice.

5. Summarize the written policies for addressing violations of resident/staff safety by residents or staff.

Under Fair Housing Laws, "Discrimination, Harassment or Intimidation" include abusive, foul, or threatening language or behavior directed at a tenant, staff person or guest because of their protected class. Protected classes include a person's race, color, religion, national origin, sex (gender), disability, familial status, age, ancestry, gender identity, marital status, sexual orientation, medical condition, arbitrary characteristics or source of income. It is the Development Sponsor's Policy that the intimidation or harassment of a tenant, staff person, or guest because they are a member of a protected class will not be tolerated and could be ground for termination of tenancy. Tenants who experience or witness such conduct are strongly encouraged to report it to the area Housing Manager by written declaration. If unable to prepare a written declaration the tenant should

6. The service plan and property management plan submitted with the application must impose no restrictions on guests that are not otherwise required by other project funding sources or would not be common in other unsubsidized rental housing in the community. Describe the guest/visitor policy for residents.

According to the guest policy of our Development Sponsor, a guest is a person temporarily staying in the unit with the consent of a family member of the household who has expressed or implied authority to so consent. A guest can only remain in a unit no longer than 30 consecutive days, Children who are subject to a joint custody arrangement or for whom a family has visitation privileges, that are not included as a family member because they live outside of the assisted home for more than 50 percent of the time, are not subject to the time limits of guests. An exception to this policy may be granted for valid reasons, for example care of a relative recovering from medical procedures expected to last more than 40 days.

8. Summarize the written policies for coordination with property management for integration of the Target Population with the general public.

While we have no specific written policy, our property managers interact with community-based organizations that provide support services and activities for the benefit of our residents. When appropriate, members of the community are invited to participate. Our property managers and resident service staff also coordinate dinners and other dinners sponsored by the faith community and other community-based organizations that enhance the lives of our residents and provide on-site activities to interact with neighbors.

Part V. Staffing

Section 1a: Staffing Description

Describe the overall staffing pattern, including the roles and responsibilities for each position listed in the Staffing Chart below. List the target populations served through each position.

Under supervision, (on a supportive services contract) the Behavioral Wellness Case Worker will assure continuity of care for clients in a community mental health program; and perform related duties as required for the residents at Hollister II. Incumbents fulfilling this role work within a system of interdisciplinary departmental teams and/or contract service agencies providing assessment, prevention, intervention, treatment, and related ancillary support services via an integrated service delivery system to people with alcohol and other drug-related problems, mental illness, and/or co-occurring conditions.

Section 1b: Staffing Chart

List all staff positions that will provide services to the tenants of the NPLH Assisted Units. Include County, other LSP, or Development Sponsor staff positions, and any staff positions of partnering organizations who have committed time to the Project. Include the services coordination staff. For each position, list the position title, minimum requirements, the full-time equivalent (FTE), the organization under which the position resides, and the location of the position (on-site or off-site). Do not include staff which serve non-NPLH Units. If a staff position serves both tenants in NPLH and non-NPLH units, include only that portion (i.e., % FTE) of the staff position dedicated to NPLH Assisted Units. Attach a copy of each positions duty statement, if these documents are available.

NOTE: All staff positions listed here must be reflected in the Supportive Services Budget Table. Be sure to indicate which staff position will be responsible for Homeless Management Information System data entry. If the cost of supportive service position is included as part of the Project's operating budget and the position will serve NPLH units, that position must be included in this chart.

Title	Minimum requirements	Total FTE:	0.75	Employing Organization	Location
List each staff position	List min. required staff preparation include (education & experience) NOTE: Doesn't take place of the job description or duty statement.	Indicate FTE staff positions for NPLH units (half-time is 0.5 FTE)		This could be the County, another LSP, Sponsor or a Project Partner	Select "On-Site" or "Off-Site"
Case Manager	Possession of a bachelor's degree in psychology, sociology, social work, or other behavioral science related to the mental health field; or completion of 30 semester units or 45 quarter units	0.75		Lead Service Provider	On-Site

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File Name:	Duty Stmt1, Duty Stmt2, Duty Stmt3, Duty Stmt4	Staff Duty Statements (all providers, if available)	On USB?	Yes
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Section 2: Staffing Ratios

1. Indicate the overall services staffing level for the Project by completing the calculation below.

a.	Total NPLH Assisted Units	16
b.	Total FTE Service Staff from the Staffing Chart for the NPLH Assisted Units - Provide only the number of ongoing direct service staff positions that will provide services to the tenants of the NPLH Assisted Units, (for example, case manager, psychiatric nurse, services coordinator, etc). Do not include supervisors, peer support positions, or HMIS Administration positions.	0.75
c.	Number of NPLH units per FTE Staff Person (a÷b)	21.3333333

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2. Complete case manager staffing ratio chart. Include all case mgmt. staff in staffing & budget forms, requires FTE case mgr. to resident ratios be appropriate to specific NPLH populations, as determined by the County or other LSP.

Population Type	Chronic Homeless	Homeless	At-Risk of Chronic Homeless
Case Mgr. Ratio	16		

Part VI. Supportive Services Budget

Section 1: Supportive Services Budget Table.

In addition to including the direct costs associated with providing supportive services, include the pro-rata costs associated with supervision of the NPLH supportive services staff, and other necessary pro-rata administrative costs, including HMIS data entry costs.

NOTE: If the cost of supportive services is included as part of the Project's Operating Budget (as documented in the UA) and the funds will serve NPLH units, this position/expense item and the dollars associated with it (or that portion connected to the NPLH units) must be included in this Supportive Services Budget Table.

Income Source/Program Name	Amount	Type	Status	% of Total Budget
Funding comes from the operational budget for first year - After the first year half the funding comes from Sanctuary Centers and the other half from Medi-Cal (Billed through Behavioral Wellness)	\$84,000.00	Cash	Committed	100.00%
				0.00%
				0.00%
				0.00%
				0.00%
				0.00%
				0.00%
Total Revenue:	\$84,000.00			100.00%

Expense Item	Amount	Type	Status	% of Total
Staff Salaries: List by title of position. (This list must match the Staffing Chart above.)				
Case Manager	\$79,600.00	Cash	Committed	94.76%
Staff Position				0.00%
Staff Position				0.00%
Staff Position				0.00%
Staff Position				0.00%
Staff Position				0.00%
Staff Position				0.00%
Staff Position				0.00%
Fringe Benefits				0.00%
Total Staff Expenses	\$79,600.00			94.76%
Tenant Transportation	\$0.00			0.00%
Equipment	\$1,200.00			1.43%
Supplies	\$1,200.00			1.43%
Travel	\$1,000.00			1.19%
Office Rent/Occupancy Costs (don't include rent/leasing costs for SH units)	\$0.00			0.00%
Training	\$1,000.00			1.19%
Consultants: List by Function				0.00%
Subcontractors/Partners (list by Entity & Service Type)				0.00%
Other Expenses (type in expense description)				0.00%
Other Expenses (type in expense description)				0.00%
Other Expenses (type in expense description)				0.00%
Total Expenses	\$84,000.00			100.00%

Supportive Services Cost Per Unit: Permanent supportive housing best practice suggests a range between \$5,000 - \$10,000 annually in services per household, depending upon the intensity of the needs of the target population. Complete the following calculation about supportive services cost per unit for the Project. If the supportive services cost per unit, as calculated below, differ from industry practice, provide a narrative explanation. The Project must meet/address the industry standard.

Supportive Services Expense Per Unit Calculation Table

a. Total NPLH Assisted Units	16
b. Total Supportive Services Expenses	84000
c. Total Supportive Services Expenses per Unit: (b ÷ a)	5250

Section 2: Budget Narrative and Funding Commitments

1. Describe how budgeted amounts are adequate to provide services described in Supportive Services Plan and in Services Staffing Table. Include a calculation showing the budgeted transportation assistance amount per NPLH household, if any, and justify its adequacy to meet all transportation needs.

Case load has been determined by the department to provide adequate support to facilitate the Housing First Model and assist with housing retention for those that were recently homeless.

2. Document committed funds with letter from committing agency that includes the items below. Documented services/funding must appear in Supportive Services Budget Table.

a) Project name; b) Description of services to be funded or provided; c) Dollar value of funds or in-kind services. If cash is provided, state funding source; d) Funding term or service provision; e) A description and history of agency/organization providing funding or services.

File Name: SS Fund Ltr1, SS Fund Ltr2, SS Fund Ltr3, etc...	Attach letter(s). Include: Project name; description of services; dollar value of funds or in-kind services; if cash is provided, state funding source; funding term; description & history of agency/org. providing funding or services.	On USB?	Yes
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3. For funding that is not yet committed, specifically describe the experience filling major services funding gaps in similar housing.

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In the past, we have used MHSA, PLHA, HEAP, HMIO and ESG funds to fund onsite supportive services. In the past, we have also utilized funds and supportive services donated from local mental health community organizations to fill gaps in our funding sources for Supportive Housing projects.

4. Describe in specific terms the plan to fill any service gaps that occur during Project life due to expiration of grants, partner withdrawals, cancellation of a commitment or any other reason. Describe experience filling service gaps caused by loss of major funding sources.

Our plan is to budget for case worker expenses are part of the operating budget for the 16 NPLH units. As a department, we are committed to providing housing along with supportive services. Our projects demonstrate the stability and feasibility of increasing this line item by 3.5% per year through the 20 year term of commitment. We foresee billing Medi-Cal services for approximately 50% of services provided starting by year 2. However, we also recognize the importance of finding new funding sources, to supplement the services needed for new mentally disabled housing projects. We are planning to apply for HHAP, and other state funding sources to augment our supportive services budget. In the past, we used HMIOT funding to provide supportive services. Also, with a previous project, we partnered with local charities and non-profits to provide services when needed.

Section 3: Service Funding History Table: The purpose of this section is to document the funding history of the LSP. The LSP shall document a history of securing supportive service funding sufficient for the Department to make a determination that the provider will be able to access funds from the programs that fund the services identified in the Supportive Services Chart. List only funding obtained in the last five years. Complete the table containing the information required below:

Funding History for: (LSP)	Behavioral Wellness of the County of Santa Barbara			
Source of Funds/Funding Program	Purpose of Award (Use of Funds)	Amount	Award Date & Funding Term	Population(s) Served
MHSA	To provide supportive services for supportive housing projects	\$2,410,379	8/28/2018	MHSA served populations
MHSA	To provide housing and services to MHSA	\$1,250,000	10/8/2013	MHSA served populations
PLHA	To provide supportive services for supportive housing projects	\$250,000	12/15/2020	MHSA served populations
HEAP	To provide onsite supportive services	\$45,000	1/1/2021	Homeless populations

Part VII. Property Management Plans, Tenant Selection, and Reporting

Section 1: Property Management Plans and Tenant Selection

The Property Management Plan and tenant selection policies submitted with the NPLH application will be evaluated for the following consistent with state Housing First requirements. These documents must identify, describe, and utilize Housing First and low-barrier tenant selection processes that prioritize those with the highest needs for available housing. The descriptions of the use of Housing First and tenant selection in this Supportive Services Plan must be consistent with the Property Management Plan and the tenant selection policies. The Property Management Plan and tenant selection policies should address the following and be consistent with state Housing First requirements, as well as and other NPLH requirements:

1. Applicant eligibility and screening standards
2. Confidentiality
3. Substance abuse policy
4. Communication between property manager and supportive services staff
5. Eviction policies and eviction prevention procedures
6. Process for assisting tenants to apply for different forms of cash and non-cash benefits to aid the household in retaining their housing, if needed
7. How applicants and residents will be assisted in making reasonable accommodation requests, in coordination with the services provider and persuasive to outside entities, such as Housing Authorities, to ensure that persons with disabilities have access to and can maintain housing
8. Policies and practices to facilitate Voluntary Moving On strategies

Section 2: Reporting Requirements Certification (REQUIRED)

Applicant certifies that not later than 90 days after the end of each Project's fiscal year, the Applicant shall submit an independent audit for the Project prepared by a certified public accountant and in accordance with the requirements noted in the Project's regulatory agreement and the Department's current audit requirements, which are posted to the Department's website and which may be amended from time to time. §214(c) On an annual basis, the County shall submit the data listed in §214(e) for each of its NPLH Assisted Units. The County shall work with each Project's property manager and Lead Service Provider to gather the data. The data may be, but is not required to be, gathered from the local Homeless Management Information System (HMIS). §214(d) The data shall be submitted in electronic format on a form provided by the Department. The County, the property manager and the Lead Service Provider shall work together to resolve any data quality concerns to the best of their ability prior to submission of the data to the Department.

Yes

Dated:	1/14/2021
Statement Completed by (please print):	Natalia Rossi
Signature:	
Title:	Program Coordinator
Agency or Department:	Department of Behavioral Wellness
Agency or Department Address:	315 San Antonio Rd, BLDG 3, Santa Barbara, CA 93110
Agency or Department Phone:	805-884-1600

Supportive Services Verification

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If the County is not the Lead Service Provider, the County needs to complete the Project Applicant, Lead Service Provider, Project Name and contact information, Target Population, and name of Verifying Funding Agency information sections below. Then submit this form along with a copy of the Supportive Housing Project Plan contained in the application to the appropriate funding agency (public or nonprofit) knowledgeable about the supportive services needs of the targeted population(s). For example, for a Project serving chronically mentally ill people, the funding entity could be the County Department of Mental Health.

Submission of this form shall constitute certification by the Applicant that a true copy of the Supportive Housing Project Plan submitted in the application has been submitted to the funding agency named below. The form may be submitted to more than one agency or department if necessary.

Project Applicant:	Santa Barbara County Behavioral Wellness
Lead Service Provider:	Santa Barbara County Behavioral Wellness
Project Name:	Hollister II
Project Address/Site:	115 W. Anapamu St.
Project City:	Santa Barbara
Project County:	Santa Barbara
Name of Verifying Funding Agency:	Santa Barbara County Behavioral Wellness
Target Population(s):	Chronically Homeless

Public or non-profit funding agency: The project Applicant named above is submitting an application to the State Department of Housing and Community Development (the Department) requesting funding for the project named above under the No Place Like Home (NPLH) program. The application for NPLH funding is subject to the Department's determination that the project qualifies as a Supportive Housing Project. The findings of your agency will be considered in arriving at this determination. Review the attached copy of the Supportive Housing Project Plan, note your findings in the chart below, and complete the signature block below the chart. Attach comments for any "No" and as otherwise necessary.

We, as signed below, have reviewed the Supportive Housing Project Plan submitted for the project named above.	Yes
The services proposed in the Supportive Housing Project Plan are appropriate to meet the needs of the Target Population(s) named above.	Yes
The project Lead Service Provider is a known provider of support services to the Target Population(s) listed above.	Yes

Dated:		1/12/21
Statement Completed by (please print):	Alice Gleghorn	
Signature:		
Title:	Department Director	
Agency or Department Name:	Santa Barbara County Behavioral Wellness	
Agency or Department Address:	315 San Antonio Rd. Bldg #3, Santa Barbara, CA 93110	
Agency or Department Phone:	805-681-5220	

Lead Service Provider's Past Experience with Evidence Based Practices

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Provide a description of the Lead Service Provider's past experience with Evidence Based Practices below.	
Project Applicant:	Santa Barbara County Behavioral Wellness
Lead Service Provider:	Santa Barbara County Behavioral Wellness
Project Name:	Hollister II
Project Address/Site:	115 W. Anapamu St.
Project City:	Santa Barbara
Project County:	Santa Barbara
Does LSP have experience with critical time intervention or assertive community treatment model?	Yes
If Yes, describe LSP's experience:	
Yes. Our Homeless Outreach staff have been required to the Critical Time Intervention training for the last year. Our Homeless Outreach Staff have used this training to help our homeless populations connect to Long-Term support from community resources.	
Does LSP have experience with cognitive behavioral therapy?	Yes
If Yes, describe LSP's experience:	
Yes, tons. Our staff have been trained in CBT for the last twenty years at least. All our Homeless Outreach Staff are either caseworkers, Licensed Marriage and Family Therapists, or Licensed Clinical Social Workers who received extensive training in Cognitive Behavioral Therapy prior to be employed by our Department. Additionally, we then offer live trainings on implementing Cognitive Behavioral Therapy at least twice a year. Staff are also encouraged to add CBT trainings they are interested in to their elective curriculum.	
Does LSP have experience with trauma-informed care?	Yes
If Yes, describe LSP's experience:	
Yes, tons. For the last three years at least, we have offered live trainings on Trauma-Informed Approaches to Care, and all our clinical staff receive training in Trauma-Informed Care prior to employment with our Department. For the last three years we have offered a minimum of three live trainings on Trauma-Informed Care. All clinical staff are required to always be offering care through a trauma-informed lens because of our Department's policy to always engage from a place of being trauma-informed.	
Does LSP have experience with motivational interviewing and other tools to encourage engagement in services?	Yes
If Yes, describe LSP's experience:	
Yes, tons. All our Clinical Staff use Motivational Interviewing when engaging with consumers, and have done so for at least the last ten years. We offer live Motivational Trainings Bi-annually, we also offer them online, and staff are encouraged to add Motivational Interviewing Trainings they are interested in to their elective curriculum. Our Homeless Intervention staff are also trained in SOAR, to help them engage with homeless populations with the goal of helping them connect to long-term support from community resources.	
Does LSP have experience with other practices recognized as evidence-based by SAMHSA, DHCS, HUD, or other federal or state public agency?	Yes
If Yes, describe LSP's experience:	
Yes. We also train our staff annually, or bi-annually in the following evidence- based practices: Seeking Safety, Trauma Resiliency Model, Community Resiliency Model, Dialectical Behavioral Therapy Skills, and Early Intervention Psychosis Program (we are in the midst of switching programs for this, so I don't have our specific early intervention with psychosis training at this time).	

Maximum NPLH Loan Amount and Unit Mix

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Project Tax Credits Applied For? (Must make selection)	None	A. Loan Amount Requested for NPLH Competitive NOFA	\$4,959,552	B. COSR (from UA, 'NPLH COSR Calculation worksheet)	\$2,529,083
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[Maximum NPLH Capital Loan Amount Chart - click here for 2020 NPLH loan limits - \(beginning on page 76\)](#)

A	Efficiency Units			1 Bedroom Units			2 Bedroom Units			3 Bedroom Units			4+ Bedroom Units			P
	B	C	D	E	F	G	H	I	J	K	L	M	N	O		
AMI Level	Non 9% PU loan limit amount	# of NPLH assisted units	Total Allowed (BxC)	Non 9% PU loan limit amount	# of NPLH assisted units	Total Allowed (E x F)	Non 9% PU loan limit amount	# of NPLH assisted units	Total Allowed (H x I)	Non 9% PU loan limit amount	# of NPLH assisted units	Total Allowed (K x L)	Non 9% PU loan limit amount	# of NPLH assisted units	Total Allowed (N x O)	
30%	\$265,030		\$0	\$271,368		\$0	\$290,670		\$0	\$308,820		\$0	\$324,233		\$0	
25%	\$280,010		\$0	\$287,501		\$0	\$309,972		\$0	\$331,147		\$0	\$349,009		\$0	
20%	\$294,991		\$0	\$303,490		\$0	\$329,275		\$0	\$353,331		\$0	\$373,929		\$0	
15%	\$309,972	16	\$4,959,552	\$319,623		\$0	\$348,577		\$0	\$375,658		\$0	\$398,850		\$0	
	Efficiency	16	\$4,959,552	1 Bdrm	0	\$0	2 Bdrm	0	\$0	3 Bdrm	0	\$0	4+ Bdrm	0	\$0	

Santa Barbara

C. Shared Cost Calculation §200(d)															
1. Total residential development cost (from the UA - Dev Budget worksheet, cell C115)															\$17,650,118
2a. Gross square footage of NPLH Assisted Units (refer to the UA - Site & Unit worksheet rows 41 - 52)															6,425
2b. Gross square footage of manager Units (refer to the UA - Site & Unit worksheet rows 41 - 52)															0
2c. Gross square footage of Non-NPLH Assisted Units (refer to the UA - Site & Unit worksheet rows 41 - 52)															10,440
2d. Total residential gross square feet (C2a + C2b + C2c)															16,865
2e. Residential gross square feet without managers units (C2a + C2c)															16,865
3. Assisted proration % of costs based on square feet (C2a / C2e)															38.10%
NPLH Assisted Units share of costs (C1 x C3)*															\$6,724,104

NPLH Maximum Loan Amount															
D. Maximum capital loan §200(l)(5)(A) or (B) & (7) (from chart above)															\$4,959,552
E. Maximum capital loan amount per NOFA - \$20,000,000 less COSR (from B above)															\$17,470,917
F. Maximum capital loan per Shared Cost Calculation (from C* above)															\$6,724,104
G. Maximum capital loan amount (lesser of D, E or F above)															\$4,959,552
H. Maximum Competitive capital loan amount (G minus K)															\$4,509,552
I. Competitive loan amount requested by Applicant (from A above)															\$4,959,552
J. Competitive capital loan amount (lesser of H and I)															\$4,509,552
K. Noncompetitive capital loan amount requested for this project (see cell comments)															\$450,000
L. Capital Operating Subsidy Reserve - COSR (from B above)															\$2,529,083
M. Max Loan Amount = Noncompetitive + Competitive Capital Loan + COSR (J + K + L)															\$7,488,635

Unit Mix

Assisted Unit §101(e) - "Assisted Unit" or "NPLH Assisted Unit" means a residential housing Unit that is subject to the Rent, occupancy and other restrictions specified in these Guidelines as a result of the financial assistance provided under the Program. §200(e) Use of multiple Department Funding Sources on the same Assisted Units (subsidy stacking) is prohibited except as provided under 200 (e) (2) In addition to the exceptions to the stacking rule provided in 200 (e) (2), the stacking of Department capital with other Department assistance specifically designated for capitalized operating reserves or rental assistance is also permitted.

A	B	C	D	E	F	G	H	I	J	K	L	M	N
				0.0%	38.1%	0.0%	38.1%				Other Department Rental Housing Capital Sources listed in §200(e)(1)		
				0.0%	100.0%	0.0%	100.0%					Total Restricted Units	Total Unrestricted Units
				NPLH Assisted Units									
				Homeless	Chronically Homeless (CH)	At-Risk of CH	Total NPLH Assisted Units	Number of NPLH Units with Operating Subsidy	Number of NPLH Units with (non-NPLH) Rental Subsidy	Number of Other Department Assisted Units			
16	0	15% AMI			16		16					16	0
18	0	60% AMI					0					18	0
8	0	60% AMI					0					8	0
							0						0
							0						0
							0						0
							0						0
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							0						0
							0						0
							0						0
42			0	0	16	0	16	0	0	0		42	0

File Name:	Utility Allowance	Documentation from the local housing authority substantiating the amount of the Utility Allowance used	On USB?	N/A
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Scoring §205

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(200 Points Max - points in blue shaded cells)

Total Self-score 150.82

Percentage of Total Project Units Restricted to the Target Population §205(a) - 65 Points Max

(1) Percentage of Projects Units that are Assisted Units - 30 points max

Total Number of Units	42	Total Number of Assisted Units	16	Percentage of Project Units that are Assisted Units	38.1%	30
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(2) Projects will receive 35 points if the Applicant commits to do either of the following for the term of the Department's loan. If applicable, select either A or B.

A. Commit to use a Coordinated Entry System (CES) to fill all of the NPLH Assisted Units based on use of a standardized assessment tool which prioritizes those with the highest need for Permanent Supportive Housing and the most barriers to housing retention (provide description of system below). **35**

If applicable, provide description of system.
The Coordinated Entry System is selecting tenants using criteria including, but not limited to, duration or chronically homelessness, vulnerability to early mortality, or high utilization of crisis services. The CES is selecting tenants who are persons meeting all eligibility requirements from the Coordinated Entry List using the same prioritization scheme as adopted by the CoC in the CES policies and procedures.

File Name:	Entry System	Documentation and narrative of Coordinated Entry System or alternate system	On USB?	Yes
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Total Points - (65 points max) 65.00

Leverage of Development Funding §205(b) - 20 Points Max

Applications will be scored based on the ratio of permanent development funding attributable to NPLH Assisted Units from sources other than the Competitive Allocation to the requested capital portion of the Program amount provided under the Competitive Allocation, not including any capitalized operating reserves. To be counted, all sources of leverage must have an Enforceable Funding Commitment, except as otherwise provided in 205 (b). In addition, deferred developer fee and funds deposited in a reserve to defray scheduled operating deficits will not be counted in this computation. Land donations will be counted, where the value is established by a current appraisal. Contingencies in commitment documents based upon the receipt of tax-exempt bonds or low-income housing tax credits will not disqualify a source from being counted as an Enforceable Funding Commitment.

1. Total residential development cost (Loan Amount & Unit Mix worksheet, cell AJ14)	\$17,650,118		
2. Less: Deferred Developer Fee (UA Dev Fee worksheet)	\$0		
3. Less: Land Donations where value is not established by current appraisal (UA Dev Sources worksheet)	\$0	<i><= Must attach land appraisal if including a land donation as part of leverage calculation</i>	
4. Less: financing not permanently committed (UA Dev Sources - Permanent Sources of Funds)	\$0		
5. Less funds deposited in a reserve to defray scheduled operating deficits.	\$510,667		
6. Eligible residential development costs (1 minus 2 minus 3 minus 4)	\$17,139,451		
7. Percentage of Total Development Cost attributed to NPLH-Assisted Units (Loan Amount & Unit Mix worksheet, cell S35)	38.10%		
8. Funding Attributable to NPLH Assisted Units (6 times 7)	\$6,529,315		
9. Less: NPLH maximum Competitive Allocation capital loan amount (Loan Amount & Unit Mix worksheet, cell AJ28)	\$4,509,552		
10. Other Development Funds (All other funds except NPLH Competitive Allocation funds) attributable to NPLH Assisted Units (8 minus 9)	\$2,019,763	44.79%	<i><= Other development funds as a % of NPLH Competitive Allocation capital funds (9 divided by 7)</i>
Is this Project applying for or receiving 9% Tax Credits? (Loan Amount & Unit Mix worksheet, cell I2)	No		

File Name:	Appraisal	Attach current appraisal if including a land donation as part of leverage calculation	On USB?	Yes
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For Projects not utilizing 9% competitive low-income housing tax credits, approximately 0.13 points will be awarded for each percentage point of leveraged funds. For example, an Application proposing other development funds equal to 100% of the NPLH non-COSR portion of the award will receive 13 points, and an Application where other funds equal 150% of the NPLH non-COSR portion of the award will receive 20 points.

Total Points - (20 points max) 6

Leverage of Rental or Operating Subsidies §205(c) - 35 Points Max

Applications will be scored based on the percentage of NPLH Assisted Units that have Enforceable Funding Commitments for operating assistance, or for Project-based or Sponsor-based rental subsidies with commitment terms substantially similar in terms to project-based housing choice vouchers, **1.75 points will be awarded for each five-percentage increment of committed assistance up to a maximum of 35 points.** The assistance must meet the requirements of an Enforceable Funding Commitment, and it must be allocated to the Project or to an affiliated rental-assistance sponsor, or the Department must approve other evidence that the assistance will reliably be available. Contingencies in commitment documents based upon the receipt of tax-exempt bonds or low-income housing tax credits will not disqualify a source from being counted as an Enforceable Funding Commitment.

Total Number of NPLH Assisted Units (Loan Amount & Unit Mix worksheet)							A
							16
B	C	D	E	F	G	H	
Operating assistance, Project-based rental subsidy, Sponsor-based rental subsidy Source	Number of Subsidized NPLH Assisted Units	AMI Level of Units	% Of Total (C divided by A)	Scoring Increment Factor	Increments	Points 1.75 x G	
			0%	5%	0	0.00	

Number of Rental or Operating Subsidy Sources		0	Totals	0	
File Name:	Subsidy (followed by source name)	Commitment Letter(s) or other documentation that the leverage source(s) will be readily available		On USB?	N/A
Total Points - (35 points max)					0.00
Readiness to Proceed §205(d) - 50 Points Max					
Points will be awarded as shown below for each of the following circumstances. Attach documentation demonstrating that a particular category is not applicable to project readiness for the subject project to receive points in that category.					
	Point Category				Points
(1)	5 points for 9% tax credit Projects and 4% tax credit Projects that will be part of an application to TCAC seeking hybrid tiebreaker incentives; 10 Points for other Projects - Obtaining Enforceable Funding Commitments for all needed construction financing, not including tax-exempt bonds, 4 percent low-income housing tax credits, and deferred developer fee. A. The assistance will be deemed committed if it has been awarded to the Project or if the Department approves other evidence that the assistance will be reliably available. Contingencies in commitment documents based upon the receipt of tax-exempt bonds or low-income housing tax credits will not disqualify a source from being counted as committed. B. To receive credit for funds from other Department programs, these funds must be awarded prior to finalizing the preliminary point scoring of the NPLH application.				10
(2)	5 points for 9% tax credit Projects and 4% tax credit Projects that will be part of an application to TCAC seeking hybrid tiebreaker incentives; 15 Points for other Projects - Obtaining Enforceable Funding Commitments for all deferred-payment permanent financing, grants, and subsidies, not including deferred developer fee, tax-exempt bonds, and 4 percent low-income housing tax credits, in accordance with TCAC requirements and with the same exceptions as allowed by TCAC. A. The assistance will be deemed committed if it has been awarded to the Project or if the Department approves other evidence that the assistance will be reliably available. Contingencies in commitment documents based upon the receipt of tax-exempt bonds or low low-income housing tax credits will not disqualify a source from being counted as committed. B. To receive credit for deferred payment financing, grant funds, or subsidies from other Department programs, these funds must be awarded prior to finalizing the preliminary point scoring of the NPLH application.				15
(3)	10 points - Completion of all necessary environmental clearances, (California Environmental Quality Act and National Environmental Policy Act). Must be submitted with Application.				10
(4)(a)	15 points - Obtaining all necessary land use approvals or entitlements necessary prior to issuance of a building permit, including any required discretionary approvals, such as site plan review or design review.				15
(4)(b)	10 points - Submission of a complete application to the relevant local authorities for land use approval under a nondiscretionary local approval process, where the application has been neither approved or disapproved.				10
(4)(c)	To receive points under subdivisions (a) or (b) above, for Projects located within the boundaries of an incorporated city, the city shall make the necessary determinations, and for Projects located in the unincorporated areas of a County, the County shall make the necessary determinations.				
File Name:	Const EFC #1, #2, etc	Commitment letter or other evidence documenting construction financing commitments		On USB?	Yes
File Name:	Perm EFC #1, #2, etc	Commitment letter or other evidence documenting deferred-payment permanent financing commitments		On USB?	Yes
File Name:	Local Approvals, CEQA, and NEPA	Local Approvals, CEQA, and NEPA, as evidenced by the completed and signed Local Jurisdiction and NEPA Responsible Entity Verification worksheet		On USB?	Yes
File Name:	NEPA Authority to Use Grant Funds (if applicable)	NEPA Authority to Use Grant Funds issued by the Responsible Entity if the project is proposing use of federal funds		On USB?	Yes
Total Points (50 points max)					50
Extent of On-Site and Off-Site Supportive Services §205(e) - 20 Points Max					
Points will be awarded in each of the following categories as indicated below based on information provided in the Supportive Services Plan submitted with the Application					
(1) Case management services provided on-site - 5 points. Will case management services be provided on-site? (Case manager does not need to have offices located on-site, as long as they provide on-site visits)				Yes	5
(2) Implementing evidence-based practices to engage and assist tenants in addressing behaviors that could lead to eviction or to assist in accessing other housing - 1 point per practice - 5 points max				Practice Categories	8
Critical time intervention	Will be implemented	Motivational interviewing	Will be implemented	Seeking Safety	Will be implemented
Cognitive behavioral therapy	Will be implemented	Voluntary "moving-on" strategies	Will be implemented	Mental Health First Aid	Will be implemented
Trauma-informed care	Will be implemented	Assertive community treatment	Will be implemented		N/A
*Other practices must be recognized as a promising or innovative strategy by the federal Substance Abuse and Mental Health Services Administration (SAMHSA), the California Department of Health Care Services (DHCS), HUD, or other federal or State public agency.					
(3) Projects offering Supportive Services - 2 points for each category of services offered as listed in §203(d) - 8 points max				Categories	5
§203(d)(1) Services for persons with co-occurring mental and physical disabilities or co-occurring mental and substance use disorders not listed above		Will be offered	§203(d)(2) Recreational and social activities		Will be offered
§203(d)(3) Educational services, including assessment, GED, school enrollment, assistance accessing higher education benefits and grants, and assistance in obtaining reasonable accommodations in the education process		Will be offered	§203(d)(4) Employment services, such as supported employment, job readiness, job skills training, job placement, and retention services, or programs promoting volunteer opportunities for those unable to work		Will be offered
§203(d)(5) Obtaining access to other needed services, such as civil legal services, or access to food and clothing		Will be offered			
(4) Resident involvement - 2 points max					2
Project will implement resident involvement practices, such as strategies to engage tenants in community building and services planning and operations, and tenant satisfaction surveys to inform and improve services provision, building operations, and property management (If yes, provide details below)					Yes

Annual tenant satisfaction survey with both structured qualitative rating questions and open ended common areas additionally, there will be a procedure for suggestion box and direct access to housing management supervisors for mid-year evaluations.

Total Points **(20 points max)** **20**

Past History of Evidence Based Practices §205(f) - 10 Points Max

<p>Up to 10 points will be awarded to Projects where the Lead Service Provider, which may be the County behavioral health department or its equivalent County department, or another entity that has contracted with the County to be the Lead Service Provider, can document past experience with implementing evidence-based best practices that have led to a reduction in the number of Chronically Homeless or At-Risk of Chronic Homelessness individuals within the Target Population. Similar experience with evidence-based practices for other special needs populations can also be included if this experience can be shown to be relevant to serving the Target Population. Examples of evidence-based practices include the items below. To receive points under this rating factor, all such experience provided must be verified in the manner set forth in the application. (Complete LSP Exp. with EBP worksheet).</p>					Number of Past Practices	5	10
(1) Critical time intervention or assertive community treatment model	Yes		(2) Cognitive behavioral therapy	Yes		(3) Trauma-informed care	Yes
(4) Motivational interviewing	Yes		(5) Enter Other practices*	Yes			

Certification & Legal Status

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Certification

On behalf of the entity identified in the signature block below, I certify that:

1. The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct.
2. I possess the legal authority to submit this application on behalf of the entity identified in the signature block.
3. The following is a complete disclosure of all identities of interest - of all persons or entities, including affiliates, that will provide goods or services to the Project either (a) in one or more capacity or (b) that qualify as a "Related Party" to any person or entity that will provide goods or services to the project. "Related Party" is defined in Section 10302 of the California Code of Regulations (CTCAC Regulations).

4. As of the date of application, the Project, or the real property on which the Project is proposed (Property) is not part to or the subject of any claim or action at the State or Federal appellate level.

5. I have disclosed and described below any claim or action undertaken which affects or potentially affects the feasibility of the Project.
 In addition, I acknowledge that all information in this application and attachments is public, and may be disclosed by the State.

Barry Schoer	President/CEO		12/10/20
<small>Printed Name</small>	<small>Title of Signatory</small>	<small>Signature</small>	<small>Date</small>

Entity Name:	Sanctuary Centers of Santa Barbara	Phone Number:			
Entity Address:	P.O. Box 551	City:	Santa Barbara	State:	CA
		Zip:	93102		

Organizational Documents

The following is intended as a brief summary of legal documents commonly required to verify the legal authority of the private entity or entities applying to the Department for an award of funds. The following does not apply to public applicants. Additionally, the documents required to apply for funds are legally distinct from those required to enter into a contract for award. The lists below only address documentation necessary for the application phase of the award process. If your application is successful, then additional corporate formation and authorization documentation will be required.

The Sponsor shall submit an organizational chart depicting the entity structure control of the Project

Corporations

Articles of Incorporation (Corp. Code §154, 200 and 202) as certified by the CA Secretary of State
 Bylaws and any amendments thereto (Corp. Code §207(b), 211 and 212)
 Certificate of Amendment of Articles of Incorporation (Corp. Code §900-910 (general stock), §5810-5820 (public benefit and religious corporations), §7810-7820 (mutual benefit corporations), or §12500-12510 (general cooperative corporations)) as applicable
 Restated Articles of Incorporation (Corp. Code §901, 906, 910 (general stock), §5811, 5815, 5819 (public benefit and religious corporations), §7811, 7815 and 7819 (mutual benefit corporations) and §12501, 12506 and 12510 (general cooperative corporations)) as applicable
 Statement of Information (CA Secretary of State form SI-100 or SI-200)
 Shareholder Agreements (Corp. Code §186) if applicable
 Certificate of Good Standing certified by Secretary of State

Limited Liability Company

Articles of Organization (CA Secretary of State form LLC-1)
 Certificate of Amendment (CA Secretary of State form LLC-2) if applicable
 Restated Articles of Organization (CA Secretary of State form LLC-10) if applicable
 Certificate of Correction (CA Secretary of State form LLC-11) if applicable
 Statement of Information (CA Secretary of State form LLC-12 or LLC-12NC)
 Operating Agreement (Corp. Code §17707.02(s) and 17701.10)
 Certificate of Good Standing certified by Secretary of State

Limited Partnership

Although potentially eligible to apply as the Sponsor, limited partnerships very rarely qualify to be a Sponsor because they lack sufficient historical development experience. Instead, limited partnerships that are Sponsor-controlled-subidiaries may be named as the actual borrower in the NPLH loan documents if the UMR "Sponsor" subsidiary control requirements are met. The following documents are necessary to establish whether the UMR subsidiary control requirements are met.

Certificate of Limited Partnership (CA Secretary of State form LP-1)
 Amendment to Certificate of Limited Partnership (CA Secretary of State form LP-2) if applicable.
 Certificate of Correction (CA Secretary of State form LP-2) if applicable.
 Limited Partnership Agreement (CA Corp. Code §15901.02(x) and 15901.10)
 Certificate of Good Standing certified by Secretary of State.

Checklist

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The Checklist below is intended to be used after the Applicant completes the NPLH Supplemental Application. If a header indicates that an area is "Not Applicable", Applicant does not need to provide the requested documents.

Doc #	Initial Threshold Requirement	Electronic File Name	Document Description	Included?
01		Checklist	Attachment Checklist	Included
02	X	Universal Application	Completed Universal Application	Included
03	X	Supplemental Application	Completed Supplemental Application	Included
County Applicant Organizational Documents - Santa Barbara County Behavioral Wellness				
04	X	App Cert & Legal Disclosure	Reference Certification & Legal worksheet	Included
05	X	App Resolution	Reference NPLH webpage for Competitive Resolution document (if applicable)	Included
06	X	App Noncomp Reso	NPLH Noncompetitive Resolution (if applicable)	Included
07	X	App Noncomp Allocation	Applicant Noncompetitive Allocation (if applicable)	Included
08	X	App Signature Block	Signature Block - upload in Microsoft Word document	Included
09	X	App TIN	Reference Taxpayer Identification Number (TIN) documents on the NPLH webpage	Included
County Applicant 2 Organizational Documents - NOT APPLICABLE				
10	X	App2 Cert & Legal Disclosure	Reference Certification & Legal worksheet	N/A
11	X	App2 Comp Resolution	Reference NPLH webpage for Competitive Resolution document (if applicable)	N/A
12	X	App2 Noncomp Reso	NPLH Noncompetitive Resolution (if applicable)	N/A
13	X	App2 Noncomp Allocation	Applicant Noncompetitive Allocation (if applicable)	N/A
14	X	App2 Signature Block	Signature Block - upload in Microsoft Word document	N/A
15	X	App2 TIN	Reference Payee Data Record (STD-204) or Taxpayer Identification Number (TIN) documents on the NPLH webpage	N/A
16	X	Joint County Commitment	Documentation of commitment both Counties to collaborate on services and an expectation for NPLH tenants (if applicable)	N/A
Development Sponsor Organizational Documents - Sanctuary Centers of Santa Barbara				
17	X	Dev. Sponsor Cert & Legal Disclosure	Reference Certification & Legal worksheet	Included
18	X	Dev. Sponsor Comp Resolution	Reference NPLH webpage for Competitive Resolution document (if applicable)	Included
19	X	Dev. Sponsor Noncomp Reso	Development Sponsor NPLH Noncompetitive Resolution (if applicable)	Included
20	X	Dev. Sponsor OrgDoc1, OrgDoc2, etc...	Reference Sponsor Org Docs worksheet	Included
21	X	Dev. Sponsor OrgChart	Joint Applicant Development Sponsor Entity/Organization Chart	Included
22	X	Dev. Sponsor Signature Block	Signature Block - upload in Microsoft Word document	Included
23	X	Dev. Sponsor Payee Data or TIN	Reference Payee Data Record (STD-204) or Taxpayer Identification Number (TIN) documents on the NPLH webpage	Included
Owner/Borrower Entity - Sanctuary Centers of Santa Barbara Inc.				
24		Ownr/Bwr Cert & Legal	Reference Certification & Legal worksheet	Included
25		Ownr/Bwr Comp Resolution	Reference NPLH webpage for Competitive Resolution document (if applicable)	Included
26		Ownr/Bwr OrgDoc1, OrgDoc2, etc...	Reference Sponsor Org Docs worksheet	Included
27		Ownr/Bwr OrgChart	Owner Entity/Organization Chart	Included
28		Ownr/Bwr Signature Block	Signature Block - upload in Microsoft Word document	Included
29		Ownr/Bwr Payee Data or TIN	Reference Payee Data Record (STD-204) or Taxpayer Identification Number (TIN) documents on the NPLH webpage	Included
Managing General Partner - NOT APPLICABLE				
30		MGP Cert & Legal Disclosure	Reference Certification & Legal worksheet	N/A
31		MGP Comp Resolution	Reference NPLH webpage for Competitive Resolution document (if applicable)	N/A
32		MGP OrgDoc1, OrgDoc2, etc...	Reference Sponsor Org Docs worksheet	N/A
33		MGP OrgChart	MGP Entity/Organization Chart	N/A
34		MGP Signature Block	Signature Block - upload in Microsoft Word document	N/A
35		MGP Payee Data or TIN	Reference Payee Data Record (STD-204) or Taxpayer Identification Number (TIN) documents on the NPLH webpage	N/A
Administrative General Partner #1 - NOT APPLICABLE				
36		AGP1 Cert & Legal Disclosure	Reference Certification & Legal worksheet	N/A
37		AGP1 Comp Resolution	Reference NPLH webpage for Competitive Resolution document (if applicable)	N/A
38		AGP1 OrgDoc1, OrgDoc2, etc...	Reference Sponsor Org Docs worksheet	N/A
39		AGP1 OrgChart	Sponsor Organization Chart	N/A
40		AGP1 Signature Block	Signature Block - upload in Microsoft Word document	N/A
41		AGP1 Payee Data or TIN	Reference Payee Data Record (STD-204) or Taxpayer Identification Number (TIN) documents on the NPLH webpage	N/A
Site Control				
42	X	Site Control	Provide documentation of site control meeting UMR §8303	Included
43	X	Preliminary Title Report	Provide a current preliminary report	Included
Amenities				
44	X	Amenities Map	If applicable, provide a radius map with the amenities identified by markers	Included
Article XXXIV				
45	X	Article XXXIV Legal Opinion	If the Application includes an Article XXXIV legal opinion, provide a copy of legal opinion	Included
46	X	Article XXXIV Authority	If the locality has sufficient Article XXXIV authority, provide documentation as set forth in the NOFA	Included
Department Application Requirements and Forms				
47	X	Property Management Plan	Provide a copy of Project's proposed Property Management Plan meeting requirements of §202(h)(4)	Included
48	X	Homeless Plan	If not previously submitted, provide a copy of the County's Plan to Combat Homelessness §201(c)	Included

49	X	Market Study	§202(h)(6)(A) For Projects with Units that will not be assisted by NPLH, provide a market study prepared in accordance with current TCAC Market Study Guidelines which demonstrates a market for the non-Assisted Units. Include information on the anticipated need for the Assisted Units, and how referrals will be made in compliance with the requirements of §206 and §211	Included
50	X	Appraisal Report	Appraisals are required for all projects which include a land cost or value in their development budget. Appraisals shall be prepared in accordance with TCAC requirements as specified in §202(h)(6)(C)	Included
51	X	Phase I/II	§202(h)(6)(E) For new construction projects, a Phase I Environmental Site Assessment prepared for the property prepared in accordance with ASTM E1527-13 within 12 months of the NPLH Application due date. A Phase II environmental report is required if recommended by the Phase I	Included
52	X	Lead-based paint, mold, asbestos reports	§202(h)(6)(F) For rehabilitation projects, lead-based paint, mold and asbestos reports	Included
Relocation				
53	X	Relocation Plan	Provide a relocation plan prepared in accordance with CCR Title 25, §6038	Included
Supportive Services				
54		MOU	Memoranda of Understanding which identify the roles and responsibilities of the County, the project owner, other service providers, and the property manager	Included
55		LSP Agreement	Lead Service Provider Contract, Agreement or Letter of Intent (non-Applicant provider)	Not Included
56		Written Agreements	Copy of written agreements or memoranda of understanding (MOUs) which identify the roles and responsibilities of the County, the project owner, other service providers, and the property manager covering all of the Required and Encouraged Services that are part of the Supportive Services Plan. Please submit one master services MOU or other written agreement for the project. However, if separate agreements will also be entered into with each service provider, the Master document must reference and include these separate agreements.	Included
57		Duty Stmt1, Duty Stmt2, Duty Stmt3, Duty Stmt4	Staff Duty Statements (all providers, if available)	Included
58		SS Fund Ltr1, SS Fund Ltr2, SS Fund Ltr3, etc...	Attach letter(s) including: Project name; description of services; dollar value of funds or in-kind services; if cash is provided, state funding source; funding term; description & history of agency/org. providing funding or services. Include agreements covering both Required and Encouraged Services that are part of the Supportive Services Plan.	Included
Supportive Services Verification (if applicable)				
59		Supportive Services Verification worksheet	Complete and attach the Supportive Services Verification worksheet if applicable.	Included
COSR Eligibility				
60		COSR Eligibility	Provide evidence from local housing authority or other entities addressing §209(d)	Included
Maximum NPLH Loan Amount and Unit Mix				
61		Utility Allowance	Documentation from the local housing authority substantiating the amount of the Utility Allowance used	Included
SCORING				
Percentage of Projects Units that are Assisted Units				
62		Entry System	Documentation and narrative of Coordinated Entry System or alternate system	Included
Leverage of Rental or Operating Subsidies				
63		Subsidy (followed by source name)	Commitment Letter(s) or other documentation that the leverage source(s) will be readily available	Not Included
Readiness to Proceed				
64		Const EFC #1, #2, etc	Commitment letter or other evidence documenting construction financing commitments	Included
65		Perm EFC #1, #2, etc	Commitment letter or other evidence documenting deferred-payment permanent financing commitments	Included
66		Local Approvals, CEQA, and NEPA	Local Approvals, CEQA, and NEPA, as evidenced by the completed and signed Local Jurisdiction and NEPA Responsible Entity Verification worksheet	Included
67		NEPA Authority to Use Grant Funds (if applicable)	NEPA Authority to Use Grant Funds issued by the Responsible Entity if the project is proposing use of federal funds	Included

Certification & Legal Status

Rev. 10/23/20

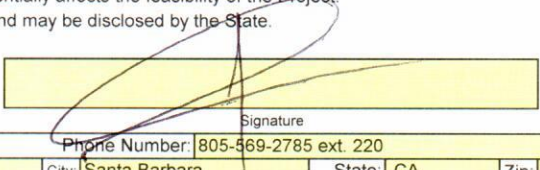
Certification

On behalf of the entity identified in the signature block below, I certify that:

- 1. The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct.
- 2. I possess the legal authority to submit this application on behalf of the entity identified in the signature block.
- 3. The following is a complete disclosure of all identities of interest - of all persons or entities, including affiliates, that will provide goods or services to the Project either (a) in one or more capacity or (b) that qualify as a "Related Party" to any person or entity that will provide goods or services to the project. "Related Party" is defined in Section 10302 of the California Code of Regulations (CTCAC Regulations).

4. As of the date of application, the Project, or the real property on which the Project is proposed (Property) is not part to or the subject of any claim or action at the State or Federal appellate level.

5. I have disclosed and described below any claim or action undertaken which affects or potentially affects the feasibility of the Project. In addition, I acknowledge that all information in this application and attachments is public, and may be disclosed by the State.

Barry Schoer	President/CEO		12-10-20
Printed Name	Title of Signatory	Signature	Date
Entity Name: Sanctuary Centers Santa Barbara	Phone Number: 805-569-2785 ext. 220		
Entity Address: P.O. Box 551	City: Santa Barbara	State: CA	Zip: 93102

Certification & Legal Status

Rev. 11/23/20

Legal Disclosure

For purposes of the following questions, and with the exceptions noted below, the term "Applicant" shall include the Applicant and joint Applicant, and any subsidiary of the Applicant or joint Applicant if the subsidiary is involved in (for example, as a guarantor) or will be benefited by the application or the project.

In addition to each of these entities themselves, the term "Applicant" shall also include the direct and indirect holders of more than ten percent (10%) of the ownership interests in the entity, as well as the officers, directors, principals and senior executives of the entity if the entity is a corporation, the general and limited partners of the entity if the entity is a partnership, and the members or managers of the entity if the entity is a limited liability company. For projects using tax-exempt bonds, it shall also include the individual who will be executing the bond purchase agreement.

The following questions must be responded to for each entity and person qualifying as an "Applicant," or "Joint Applicant" as defined above.

Explain all positive responses on a separate sheet and include with this questionnaire in the application.

Exceptions:

Public entity Applicants without an ownership interest in the proposed project, including but not limited to cities, counties, and joint powers authorities with 100 or more members, are not required to respond to this questionnaire.

Members of the boards of directors of non-profit corporations, including officers of the boards, are also not required to respond. However, Chief Executive Officers (Executive Directors, Chief Executive Officers, Presidents or their equivalent) must respond, as must Chief Financial Officers (Treasurers, Chief Financial Officers, or their equivalent).

Civil Matters

1. Has the Applicant filed a bankruptcy or receivership case or had a bankruptcy or receivership action commenced against it, defaulted on a loan or been foreclosed against in past ten years?	No
2. Is the Applicant currently a party to, or been notified that it may become a party to, any civil litigation that may materially and adversely affect (a) the financial condition of the Applicant's business, or (b) the project that is the subject of the application?	No
3. Have there been any administrative or civil settlements, decisions, or judgments against the Applicant within the past ten years that materially and adversely affected (a) the financial condition of the Applicant's business, or (b) the project that is the subject of the application?	No
4. Is the Applicant currently subject to, or been notified that it may become subject to, any civil or administrative proceeding, examination, or investigation by a local, state or federal licensing or accreditation agency, a local, state or federal taxing authority, or a local, state or federal regulatory or enforcement agency?	No
5. In the past ten years, has the Applicant been subject to any civil or administrative proceeding, examination, or investigation by a local, state or federal licensing or accreditation agency, a local, state or federal taxing authority, or a local, state or federal regulatory or enforcement agency that resulted in a settlement, decision, or judgment?	No

Criminal Matters

6. Is the Applicant currently a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, involving, or that could result in, felony charges against the Applicant?	No
7. Is the Applicant currently a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, involving, or that could result in, misdemeanor charges against the Applicant for matters relating to the conduct of the Applicant's business?	No
8. Is the Applicant currently a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, involving, or that could result in, criminal charges (whether felony or misdemeanor) against the Applicant for any financial or fraud related crime?	No
9. Is the Applicant currently a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, that could materially affect the financial condition of the Applicant's business?	No
10. Within the past ten years, has the Applicant been convicted of any felony?	No
11. Within the past ten years, has the Applicant been convicted of any misdemeanor related to the conduct of the Applicant's business?	No
12. Within the past ten years, has the Applicant been convicted of any misdemeanor for any financial or fraud related crime?	No

Provide details below for all "Yes" answers that are shaded red above:

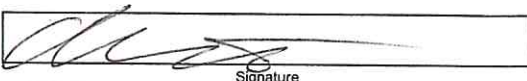
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Alice Gleghorn, Ph. D	Director, Department of Behavioral Wellness		1/11/21
Printed Name	Title of Signatory	Signature	Date
Entity Name: Santa Barbara County Department of Behavioral Wellness		Phone Number: 805-681-5220	
Entity Address: 315 San Antonio Rd. Bldg #3	City: Santa Barbara	State: CA	Zip: 93110