When opening this file, a yellow banner at the top may appear with a button that says **"Enable Content"**. 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.

Permanent Local Housing Allocation (PLHA) Formula Allocation

Notice of Funding Availability (NOFA) December 29, 2023
Amended May 12, 2025

Cycle 1 (2019-2023)

Please select ONLY one of the following application form for submittal:	
	~~New Applicant~~
	~~Returning Applicant - Streamlined~~
Yes	**Returning Applicant - Streamlined + Amendment**
	~~Returning Applicant - Amendment Only~~

State of California
Gavin Newsom, Governor

Business, Consumer Services and Housing Agency
Tomiquia Moss, Secretary

Department of Housing and Community Development
Gustavo Velasquez, Director

Housing and Homeless Program Implementation and Management, PLHA Program
651 Bannon Street, Sacramento, CA 95811

Email: PLHA@hcd.ca.gov
Website: Permanent Local Housing Allocation Program (PLHA)

Allocation Years	New & Streamlined Submission Deadline	5-Year Plan Amendment Submission Deadline
Year 1 (2019)	n/a	n/a
Year 2 (2020)	n/a	n/a
Year 3 (2021)	n/a	n/a
Year 4 (2022)	02/28/2026	06/30/2026
Year 5 (2023)	02/28/2027	06/30/2027

Application Version: Revised: 01/09/2025

End of Document

Instructions

Revised: 01/09/2025

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Applications must be submitted electronically to the Department's HCD Portal Sign In website. To receive an award of CY 2022 funds, applicants are required to submit an application and demonstrate a fully compliant Housing Element and submittal of the applicable Annual Progress Report(s) no later than February 28, 2026. All CY 2022 funds must be awarded by June 30, 2026 or they will revert to the Housing Rehabilitation Loan Fund per statute.

This NOFA will remain open to eligible applicants through June 30, 2027.

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 'save as' .xls or .xlsx. Do not 'save as' .xlsm or .pdf format. If you encounter problems with the application, please fill out the Application Support worksheet and email the entire workbook to Application Support at PLHA@hcd.ca.gov.

General Instructions Additional instructions and guidance are given throughout the Formula Allocation 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 will disqualify your application from consideration.

Required attachments are indicated in "orange" throughout the New Applicant Application. Failure to provide the required attachments and documentation may disqualify your application from consideration. Electronically attached files must use the naming convention in the PLHA Application. For Example: "App1 Tin" or "Reuse Plan".

Threshold items are indicated in "blue" cells.

"Red" shaded cells indicate the Sponsor has failed to meet a requirement of the program. Cells in the worksheet shaded in "red" indicate that the Applicant has failed to meet the minimum required.

Applicant must complete the following worksheets in the PLHA Formula Allocation Application.

Formula Allocation Application - *For All applications*

Urban County - *For All applications*

302(c)(4) Plan - *For New Applicant, Returning Applicant (Streamlined + Amendment) and Returning Applicant (Amendment Only) applications*

Checklist

Threshold Requirement	Electronic File Name	Document Description	Included?
X	**Application and Adopting the PLHA Plan (2022-2023 Allocations) Resolution**	Pursuant to section 302(c)(4) of the Guidelines, Applicant's PLHA Plan for 2022-2023 allocations is attached to this resolution, and Applicant certifies compliance with all public notice, comment, and hearing requirements in accordance with the Guidelines.	Included
X	**Gov't TIN**	Provide a signed Gov't TIN Form	Included
X	**Applicant Delegation Agreement**	Legally binding agreement between Delegating and Administering Local Governments.	Not Applicable
X	**Plan Adoption Resolution**	§302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content. ***PLHA webpage for Plan Adoption Resolution Document****, located under our Forms tab.*	Included
X	**Reuse Plan**	Program Income Reuse Plan describing how repaid loans or accrued interest will be used for eligible activities in Section 301.	Included
X	**Executed Application**	Provide a copy of the signed application. Signature can be typed into the Excel workbook, PDF with Docusigned signature or PDF with wet ink signature in **blue ink** preferred.	Included

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.

Local Government Formula Allocation for Returning Applicants - Streamlined + Amendment

Revised: 01/09/2025

This streamlined application form is limited to Applicants who applied for and received an award under one or more of the previous Formula Allocation NOFA's (2020, 2021, 2022, or 2023).

Please note the following change was made in the Amended NOFA

All Applicants requesting an amendment to the 5-Year Plan with this application must redirect 40% of each allocation year being changed towards a homeownership Activity.
Ownership activities are 2,3,4,7,8,9 (activities 2,3,4, & 8 will only count as ownership if the funds will go towards ownership sub activities as opposed to rental housing sub activities including ADU's)

Did Applicant receive an award under one or more of the previous NOFA's? **(2020, 2021, 2022 or 2023)**					Yes
Which Allocation(s) are you applying for with this application?					**2023 only**
Eligible Applicant Type:	**Entitlement_Returning**				
Local Government Recipient of PLHA Formula Allocation:	**Garden Grove**				
2022 PLHA Formula Allocation Amount:	**n/a**	2022 Allowable Local Admin (5%):	**n/a**	Admin requested?	**Yes**
2023 PLHA Formula Allocation Amount:	**$653,368**	2023 Allowable Local Admin (5%):	**$32,668**	Admin requested?	**Yes**

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

The 302(c)(4) Plan template worksheet requires first choosing one or more of the Eligible Activities listed below. If "Yes" is clicked, the 302(c)(4) Plan worksheet opens a series of questions about what precise activities are planned. *****Please note that 40% of each allocation being requested with this application MUST be allocated to an activity that supports Homeownership in accordance with the NOFA*** Ownership activities are 2,3,4,7,8,9 (activities 2,3,4, & 8 will only count as ownership if the funds will go towards ownership sub activities as opposed to rental housing sub activities including ADU's)**

If the PLHA funds are used for the same Activity but for different Area Median Income (AMI) level, select the highest AMI level the Activity will serve (you can always go lower than what is listed but you may not serve higher than what is listed without completing a plan amendment in the future).

For each remaining year (2022-2023), the percentages allocated to activities must add to 100% annually including the allowable administrative costs of up to 5%.

§300 Eligible Applicants

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

Applicant:	City of Garden Grove						
Address:	11222 Acacia Pkwy						
City:	Garden Grove	State:	CA	Zip Code:	92840	County:	Orange
Authorized Rep Name:	Lisa L. Kim	Authorized Rep Title:	City Manager	Authorized Rep Email:	lisak@ggcity.org	Authorized Rep Phone:	714-741-5885
Address:	11222 Acacia Pkwy	City:	Garden Garden	State:	CA	Zip Code:	92840
Contact Name:	Dana Yang	Contact Title:	Program Specialist	Contact Email:	danay@ggcity.org	Contact Phone:	714-741-5131
Address:	11222 Acacia Pkwy	City:	Garden Garden	State:	CA	Zip Code:	92840

§300(d) Is Applicant delegated by another Local government to administer on its behalf its formula allocation of program funds?				No
§300(d) If Applicant answered "Yes" above, has the Applicant attached the legally binding agreement required by §300(c) and (d)?	A sample agreement can be found by double clicking on the icon to the right.			N/A
File Name:	Gov't TIN	Provide a signed Gov't TIN Form	Uploaded to HCD?	Yes
File Name:	Applicant Delegation Agreement	Legally binding agreement between Delegating and Administering Local Governments.	Uploaded to HCD?	N/A

§301 Eligible Activities

§301(a) Eligible activities are limited to the following:	Select below:
§301(a)(1) The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to Extremely low-,Very low-, Low-, or Moderate-income households, including necessary operating subsidies.	**Yes**
§301(a)(2) The predevelopment, development, acquisition, rehabilitation, and preservation of affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of AMI, or 150 percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days.	**N/A**
§301(a)(3) Matching portions of funds placed into Local or Regional Housing Trust Funds.	**N/A**
§301(a)(4) Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.	**N/A**
§301(a)(5) Capitalized Reserves for services connected to the preservation and creation of new permanent supportive housing.	**N/A**
§301(a)(6) Assisting persons who are experiencing or At-risk of homelessness, including, but not limited to, providing rapid re-housing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.	**N/A**
§301(a)(7) Accessibility modifications in Lower-income Owner-occupied housing.	**N/A**
§301(a)(8) Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.	**N/A**
§301(a)(9) Homeownership opportunities, including, but not limited to, down payment assistance.	**Yes**
§301(a)(10) Fiscal incentives made by a county to a city within the county to incentivize approval of one or more affordable housing Projects, or matching funds invested by a county in an affordable housing development Project in a city within the county, provided that the city has made an equal or greater investment in the Project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an affordable housing Project. Matching funds investments by both the county and the city also shall be a grant or low-interest deferred loan to the affordable housing Project.	**N/A**

§302 Threshold Requirements

§302(a) The Applicant's Housing Element and Delegating Local Government's Housing Element (if applicable) was/were adopted by the Local Government's governing body by the application submittal date subsequently determined to be in substantial compliance with state Housing Element Law pursuant to Government Code Section 65585.				Yes
§302(b) Applicant or Delegating Local Government has submitted the Annual Progress Report(s) to the Department of Housing and Community Development pursuant to Government Code Section 65400 for the allocations being requested.				Yes
§302(c)(2) Applicant certified in the Resolution submitted with this application that submission of the application was authorized by the governing board of the Applicant.				Yes
§302(c)(3) Applicant certified in the Resolution submitted with this application that, if the Local Government proposes allocation of funds for any activity to another entity, the Local government's selection process had no conflicts of interest and was accessible to the public.				Yes
§302(c)(4) Applicant certified in the Resolution submitted with this application that the application include a Plan in accordance with §302(c)(4)?				Yes
§302(c)(4)(D) Applicant certified in the Resolution submitted with this application that the Plan was authorized and adopted by resolution by the Local Government and that the public had an adequate opportunity to review and comment on its content.				Yes
§302(c)(5) Is the applicant submitting a plan amendment with this application? (If you wish to reallocate more than 10 percent of funds among Activities from the previously approved 5-Year Plan included in the PLHA program Standard Agreement, Exhibit E you must submit an updated plan and resolution approving the new plan) **40% of each allocation being changed must go towards an ownership activity.**				Yes
If a reallocation of more than 10 percent of funds was made **(and Applicant is amending their plan with this application)**. Applicant has completed the 302(c)(4) Plan tab and had it discussed and approved at a publicly-noticed meeting of the governing body.				Yes
File Name:	Application and Adopting the PLHA Plan (2022-2023 Allocations) Resolution	§302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content. **PLHA webpage for Application and Plan Adoption Resolution Document**	Uploaded to HCD?	Yes
§503(b) Applicant certifies that they are in compliance with the State Grants Management Section and are current with any required PLHA Annual Reporting Requirements.				Yes
§302(c)(8) Has Applicant attached a program income reuse plan describing how repaid loans or accrued interest will be reused for eligible activities specified in Section 301?				Yes
File Name:	**Reuse Plan**	Provide Program Income Reuse Plan describing how repaid loans or accrued interest will be used for eligible activities in Section 301.	Uploaded to HCD?	Yes

Certifications

On behalf of the entity identified below, I certify that: The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct and I possess the legal authority to submit this application on behalf of the entity identified in the signature block.

Authorized Representative Printed Name	Title	Signature	Date
Lisa Kim	City Manager		

End of Document

§302(c)(4) Plan

Revised: 01/09/2025

§302(c)(4)(A) Describe the manner in which allocated funds will be used for eligible activities.

The City of Garden Grove will amend its PLHA Five-Year Plan to better align funding with current housing priorities and community needs.

2022 Allocation ($852,442):
Reallocate $724,575 from Activity 1 to Activity 9
Approximately 95% of the funds will support first time homebuyers with down-payment assistance.
Up to 5% will be used for administrative costs.

2023 Allocation ($653,368):
Allocate 95% ($620,700) to Activity 1 for the pre-development, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing.

§302(c)(4)(B) Provide a description of the way the Local government will prioritize investments that increase the supply of housing for households with incomes at or below 60 percent of Area Median Income (AMI).

The City of Garden Grove will prioritize PLHA investments for households at or below 60% of Area Median Income (AMI) through Activity 1 (Owner-Occupied Rehabilitation Program).
Although the program serves households up to 80% AMI, priority will be given to applicants at or below 60% AMI based on income level and severity of housing need.
When demand exceeds available funding, the City will allocate a greater share of funds to households at or below 60% AMI to support housing stability and preservation for the lowest-income residents.

§302(c)(4)(C) Provide a description of how the Plan is consistent with the programs set forth in the Local Government's Housing Element.

The City of Garden Grove's 2021–2029 Housing Element identifies 18 programs to address housing needs, of which six (6) directly align with the activities funded through the PLHA Plan.
The following Housing Element Programs are consistent with the City's PLHA-funded activities:
Program 3: Multi-Family Acquisition and Rehabilitation
Program 4: Affordable Housing Construction
Program 6: Homeownership Assistance
Program 7: Preservation of Affordable Rental Housing
Program 12: Mixed-Use Development
Program 13: Special Needs Housing

Activities Detail (Activities Detail (Must make a selection on Formula Allocation Application worksheet under Eligible Activities, §301))

§301(a)(1) The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low-,very low-, low-, or moderate-income households, including necessary Operating subsidies.

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

The City of Garden Grove will utilize PLHA grant funds to develop multi-family rental housing targeted to households earning incomes at or below 80% of Area Median Income.

Complete the table below for each proposed Affordable Rental Housing Activity to be funded with 2022-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the highest AMI to be served.

Funding Allocation Year	2022	2023															
Type of Eligible Activity		Rehabilitation of Affordable Rental Housing															
§302(c)(4)(E)(i) Percentage of Funds Allocated for the Proposed Affordable Rental Housing Activity	n/a	95%															
§302(c)(4)(E)(ii) Area Median Income Level Served		120%															**TOTAL**
§302(c)(4)(E)(ii) Unmet share of the RHNA at the AMI Level. **Note: complete for years 2022 and 2023 only**		2801															2801
§302(c)(4)(E)(ii) Projected Number of Households Served		28															28
§302(c)(4)(E)(iv) Period of Affordability for the Proposed Affordable Rental Housing Activity **(55 years required for rental housing projects)**	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	

§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity.

The City of Garden Grove released a Request for Proposals for affordable and permanent supportive housing developers in December 2023. Through this RFP process, the City identified a developer that wanted to build 81 units of affordable housing on the St. Anselm's Church site. The City executed an award letter with the developer on 4/8/25, which was contingent on the developer securing additional financing. Due to funding challenges and timing issues the City is no longer pursuing this development.

The City is planning to release another Request for Proposals to identify a developer/site for affordable or permanent supportive housing in July 2026. The City anticipates identifying a project site and negotiating with a developer over the next year to identify a PLHA eligible project.

§301(a)(9) Homeownership opportunities, including, but not limited to, down payment assistance.

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

The City will use PLHA funds to administer a First-Time Homebuyer Program that provides deferred down payment assistance loans of up to $50,000 to income-eligible households earning at or below 120% of Area Median Income (AMI). Funds will be used for eligible costs including down payment and closing costs associated with the purchase of a primary residence within the City.
The program is currently funded through a combination of local, State, and federal resources, with PLHA funds serving as a key funding source. The City layers PLHA funds with other available funding, including CalHome, to maximize assistance to eligible households. PLHA funds are typically structured as subordinate financing, allowing the City to provide deeper affordability and expand access to homeownership.
To date, the City has successfully closed and executed 12 loans totaling approximately $600,000 in PLHA funds, demonstrating strong program performance. In addition, the City has recently been awarded approximately $2.2 million in CalHome funds, which will be used in conjunction with PLHA funds to continue and expand the program.
This activity will support low- and moderate-income households by increasing access to homeownership opportunities and promoting long-term housing stability within the community.

Complete the table below for each proposed Activity to be funded with 2022-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the highest AMI to be served.

Funding Allocation Year	2022	2023															
Type of Eligible Activity	Homebuyer Assistance																
§302(c)(4)(E)(i) Percentage of Funds Allocated for Each Affordable Housing Activity	95%																
What Percentage of the Percentage Above Will be Used for Ownership Housing?	100%																
§302(c)(4)(E)(ii) Area Median Income Level Served	120%																**TOTAL**
§302(c)(4)(E)(ii) Unmet share of the RHNA at the AMI Level. **Note: complete for years 2022 and 2023 only**	3211																3211
§302(c)(4)(E)(ii) Projected Number of Households Served	2																2
§302(c)(4)(E)(iv) Period of Affordability for the Proposed Activity	N/A																

§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity.

The City currently administers an HCD-approved first time homebuyer program with loan servicing, reuse account, and homebuyer education. The City's First-Time Homebuyer Program (FTHB) provides financial assistance to income-eligible households to support homeownership opportunities. To date, the program has successfully closed and executed 12 loans totaling $600,000 in PLHA funds. This amendment will reallocate additional funds to the FTHB Program to sustain its success and continue expanding access to homeownership for low- and moderate-income households. The City received approval from HCD for no period of affordability on the proposed project.

File Name:	**Application and Adopting the PLHA Plan (2022-2023 Allocations) Resolution**	***§302(c)(4)(D)*** *Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content.*	Uploaded to HCD?	Yes

Total Percentage of Funds Allocated Calculator (2022 - 2023)

2022 Allocation - Year 4	
Admin Requested	#NAME?
Funds Allocated	#NAME?
Total Percentage of Funds Allocated (2022)	#NAME?

2023 Allocation - Year 5	
Admin Requested	#NAME?
Funds Allocated	#NAME?
Total Percentage of Funds Allocated (2023)	#NAME?

Please note: In order for Allocated Calculator to calculate correctly, "Admin Requested" must be answered "Yes" or "No" in the PLHA Application tab.

End of Document