



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
Hillsborough, CA 94010

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CONSENT CALENDAR
CITY COUNCIL MEETING
MAY 11, 2020

AGENDA STAFF REPORT

ITEM SUBJECT: RESOLUTION AUTHORIZING STAFF TO SUBMIT AN APPLICATION TO THE STATE OF CALIFORNIA LOCAL EARLY ACTION PLANNING (LEAP) GRANT PROGRAM

SUMMARY: In the 2019-2020 Budget Act, Governor Gavin Newsom allocated \$250 million for all regions, cities and counties to prioritize planning activities that accelerate housing production. With this allocation, the California Department of Housing and Community Development (HCD) established the \$119 million Local Early Action Planning (LEAP) Grant Program. The LEAP program provides one-time, over the counter grant funding to cities and counties to assist them with updates to their planning documents and to implement process improvements that will help local governments prepare for their sixth-cycle Regional Housing Needs Allocation (RHNA).

Based on population, the Town of Hillsborough will be eligible for a non-competitive \$65,000 reimbursable grant from the LEAP program. Staff proposes applying these funds towards fulfilling the Town's responsibilities related to the sixth-cycle RHNA, namely as supportive funding for the upcoming Housing Element update.

As a part of the grant application, the LEAP program requires the submittal of a resolution from the City Council authorizing the City Manager or designee to apply to the grant program and enter into a grant contract with HCD upon award of grant monies.

No matching funds are required for this grant program. Applications are due to HCD no later than July 1, 2020, and grant funds must be completely expended by December 31, 2023.

FISCAL IMPACT: LEAP grant funds would cover a maximum of \$65,000 of the selected project on a reimbursement basis. The Town would be responsible for outlaying funds for the project up-front, receiving reimbursement from HCD on a quarterly basis up to the maximum grant amount of \$65,000. The Town would be solely responsible for covering any project costs above that amount.

ENVIRONMENTAL ISSUES: A grant application is not considered a "project" as defined by the California Environmental Quality Act (CEQA) and, therefore, is exempt from CEQA review. Future modifications to policy documents would have separate CEQA analyses.

ATTACHMENTS: Resolution

PREPARED BY: Sarah Fleming, Director of Building and Planning

RECOMMENDATION: Adopt the resolution authorizing staff to submit an application to the State of California Local Early Action Planning grant program.