

# Ventura Council of Governments (VCOG)

## REAP Subregional Partnership Program

(REVISED) November 6, 2020

## Application for Phase I Project Funding

### Program Objectives

The Regional Early Action Program (REAP) Subregional Partnership Program is intended to help accelerate housing production throughout the SCAG region and have a net-positive effect on housing supply by increasing housing planning, meeting the sixth cycle regional housing needs assessment (RHNA). The Subregional Partnership program has been designed to augment and complement funds that are awarded to jurisdictions by the California Department of Housing and Community Development (HCD) pursuant to SB (Senate Bill) 2 Planning Grants and the Local Early Action Program (LEAP).

Approximately \$23 million is available to fund subregional partnership projects. The REAP funds are available on a reimbursement basis, requiring completed contractual deliverables.

The planning activities are to accommodate the development of housing and infrastructure that will accelerate housing production in a way that aligns with state planning priorities, housing, transportation, equity, and climate goals and regional priorities.

Please refer to the Subregional Partnership Program guidelines for more information about this program, along with requirements for project funding, applicants, and other important information.

Questions about REAP and the Subregional Partnership Program can be submitted to Ma'Ayn Johnson, Housing Program Manager, at [johnson@scag.ca.gov](mailto:johnson@scag.ca.gov).

### Application

All subregional partners requesting project or activity funding must submit a program application. Applications may be filed starting September 17, 2020. All applications are due to SCAG no later than December 1, 2020. Subregional partners may submit more than one application for different projects and activities during this time period.

# Regional Early Action Planning (REAP) Grant

## VCOG Subregional Partnership Program Application

### Phase I Project and Activity Funding

Date (REVISED)	11/6/2020
Applicant (subregional partner)	Ventura Council of Governments (VCOG)
Authorized representative name	Hugh Riley
Authorized representative title	Executive Director
Authorized representative address	33 East High Street, Suite 200, Moorpark, 93021
Contact person name	Hugh Riley
Contact person title	Executive Director
Contact person email	ridgeriley@msn.com

## Projects and Activities

Please list the projects and activities the applicant is requesting funding for and how much funding will be required for Phase 1 and Phase 2 REAP funding:

	Project/Activity Name	Phase 1 funding	Phase 2 funding
1	REAP Application, Management, and Executive Outreach	\$24,280	\$18,050
2	Localized Content for Documents, Presentations, and Public Information Programs	\$20,540	\$0
3	Regional Model Inclusionary Ordinance	\$20,540	\$0
4	Regional ADU Program for Pre-Fabricated and Garage Conversion ADUs	\$134,000	\$29,150
5	TBD Phase II Application	\$0	\$185,440
	Phase Total Funding	\$199,360	\$232,640
Total funding amount requested in Phase I application		<b>\$199,360</b>	

Individual Project/Activity Information

1	<b>REAP Application, Management, and Executive Outreach</b>
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Estimated cost	\$42,330      Phase I \$24,280
Expected start date	9/4/2020
Expected end date	6/30/2023
Does this project require the procurement of at least one consultant?	<input type="checkbox"/> no <input checked="" type="checkbox"/> yes _2_ total number of consultant firms expected for projects
Agency expected to procure consultant	<input checked="" type="checkbox"/> subregional partner <input type="checkbox"/> SCAG <input type="checkbox"/> Other, please specify: Click or tap here to enter text.
Agency expected to administer or implement project or activity*	<input checked="" type="checkbox"/> subregional partner <input type="checkbox"/> SCAG <input type="checkbox"/> Other, please specify: Click or tap here to enter text.
Which agency will be directly paying consultant invoices?	<input checked="" type="checkbox"/> subregional partner (SCAG will reimburse the subregional partner) <input type="checkbox"/> SCAG
Does this project require adoption or approval by a local decision-making body for implementation?	<input type="checkbox"/> no <input checked="" type="checkbox"/> yes If yes, please specify the expected adoption/approval date: _11/12/2020_____VCOG Board budget approval_____

\*The implementing agency cannot have any unresolved audit findings from prior government contracts and cannot be party to pending land use, housing, or environmental litigation which could impact the proposed activities.

1	REAP Application, Management, and Executive Outreach
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For each project and activity listed, please provide more details about the project or activity, including:

- Brief Description of project Key deliverables and tasks, proposed performance indicators
- Nexus to housing production and why the task necessary for the adoption or implementation of the listed eligible activities for any tasks that are considered indirect to housing production (e.g., EIRs or General Plan amendments)
- Expected outcome of project or activity (i.e., plans for adoption or implementation)
- Related Tasks that will be funded from other funding sources besides REAP (e.g., LEAP, SB 2) and the amount
- You may add additional space, as needed.

Project 1 would continue through the end of REAP (June 30, 2023) and is budgeted at roughly 10% of the REAP budget of \$432,000, or \$42,330, split between Phases I and II.

Project 1, Task A, is an indirect eligible activity leading to adoption of housing elements with greater public support and enhanced CEQA compliance (Projects 2 and 5), and Project 1 indirectly leads to adoption of Projects 3 and 4 that directly support housing development. Project 1 is primarily the VCOG Executive Director (ED), the contract Housing Specialist, and contract part-time financial support staff to prepare the REAP application, interact with SCAG for its approval, and execute the SCAG REAP contract. Project 1 would also cover amending the SCAG REAP contract, if needed, and initial and ongoing networking with the 11 VCOG County/City Managers and their senior planning staff. Task A covers the ongoing VCOG Executive Director's interaction with and reporting to the VCOG Board related to REAP.

Task B covers the ED's REAP Project-level management including procurements and contracts with subconsultants, consistent with the VCOG procurement policies. The ED's office would retain all work products, correspondence, and other materials as required by the SCAG contract and best practices. Task B covers the review and authorization of REAP quarterly reports.

Project 1 work and charges began on September 4, 2020 after the SCAG Regional Council adopted the REAP Guidelines per SCAG staff direction. The ED completed two e-mail surveys with personal follow up calls to the 11 VCOG city managers to determine their interest in and likely use of REAP projects. Projects 2 to 5 are a direct result of this survey and take into account the housing element preparation status of each of the VCOG jurisdictions.

Project 1 deliverables are: 1) database of SB2 and LEAP projects in each jurisdiction to avoid duplication with REAP (utilizing the HCD database and local contacts), 2) survey of jurisdictions' approaches to their housing elements and status, and 3) responses to the ED's REAP project surveys of VCOG jurisdictions, and 4) REAP quarterly report, subcontracts, and invoices.

TASK C includes administrative time charged as defined by the SCAG REAP Guidelines, page 9, Paragraph 5.b. not to exceed 5%, or \$1,000.00. VCOG will utilize its own existing accounting software.



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1	REAP Application, Management, and Executive Outreach
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**Alignment with SCAG Connect SoCal regional priorities** (refer to Program Guidelines and attachment)

*Please describe below how the project or activity aligns and advances Connect SoCal and Housing Program regional priorities and framework. You may add additional space, as needed.*

<p>Completion and execution of the VCOG/REAP contract is necessary for Projects 2 to 5, each of which is presented in their respective sections. Consistency with specific priorities is shown below in CAPS for one or more items in <i>italics</i>.</p> <p><b><u>Priorities and Strategies in the Connect SoCal Plan</u></b></p> <p><b><i>Focus Growth Near Destinations &amp; Mobility Options</i></b></p> <ul style="list-style-type: none"><li>• Emphasize land use patterns that facilitate multimodal access to work, educational and other destinations</li><li>• Focus on a regional jobs/housing balance to reduce commute times and distances and expand job opportunities near transit and along center-focused main streets</li><li>• Plan for growth near transit investments and support implementation of first/last mile strategies</li><li>• Promote the redevelopment of underperforming retail developments and other outmoded nonresidential uses</li><li>• Prioritize infill and redevelopment of underutilized land to accommodate new growth, increase amenities and connectivity in existing neighborhoods</li><li>• Identify ways to “right size” parking requirements and promote alternative parking strategies (e.g. shared parking or smart parking)</li></ul> <p><b><i>Promote Diverse Housing Choices</i></b></p> <ul style="list-style-type: none"><li>• Preserve and rehabilitate affordable housing and prevent displacement</li><li>• Identify funding opportunities for new workforce and affordable housing development</li><li>• Create incentives and reduce regulatory barriers for building context sensitive accessory dwelling units to increase housing supply</li><li>• Provide support to local jurisdictions to streamline and lessen barriers to housing development that supports reduction of greenhouse gas emissions</li></ul> <p><b><i>Support Implementation of Sustainability Policies</i></b></p> <ul style="list-style-type: none"><li>• Pursue funding opportunities to support local sustainable development implementation projects that reduce greenhouse gas emissions</li><li>• Support statewide legislation that reduces barriers to new construction and that incentivizes development near transit corridors and stations</li><li>• Support local jurisdictions in the establishment of Enhanced Infrastructure Financing Districts (EIFDs), Community Revitalization and Investment Authorities (CRIAs), or other tax increment or value capture tools to finance sustainable infrastructure and development projects, including parks and open space</li><li>• <i>Work with local jurisdictions/communities to identify opportunities and assess barriers to implement sustainability strategies</i></li></ul>
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- Enhance partnerships with other planning organizations to promote resources and best practices in the SCAG region
- Continue to support long range planning efforts by local jurisdictions
- Provide educational opportunities to local decisions makers and staff on new tools, best practices and policies related to implementing the Sustainable Communities Strategy

**PROJECT 1 DEVELOPS THE VCOG REAP PROGRAM AND SCAG CONTRACT BY WORKING WITH THE 11 VCOG COUNTY/CITY MANAGERS AND SENIOR PLANNING STAFF.**

#### **Objectives of the Housing Program Framework**

- Align resources with allocation methodology for the 6th Cycle of RHNA to support local jurisdictions in addressing identified housing needs
- Advance Connect SoCal sustainable development goals including supporting local jurisdictions in promoting housing in priority growth areas to increase access to jobs and transit and reduce environmental impacts
- Maximize funding allocations by providing technical assistance and capacity building necessary to support local agencies in applying for and expending program resources
- Direct resources toward programs and activities that complement and increase the competitiveness of the SCAG region for other funding programs, including by increasing the number of jurisdiction that are designated by HCD as “pro-housing”, as specified in AB 101, qualifying them to receive additional points in the scoring of program applications for housing and infrastructure programs pursuant to guidelines adopted by HCD.
- Build longer term capacity at SCAG and in the region to address housing issues, including by:

- Facilitating compliance with state housing law

**PROJECT 1 MANAGES THE REAP PROGRAM AND SCAG CONTRACT THAT MUST COMPLY WITH APPLICABLE STATE LAW AND GRANT REQUIREMENTS.**

- Defining a sustainable role for SCAG that marries housing with transportation objectives
- Strengthening regional/sub-regional partnerships, collaborations and funding Models

**PROJECT 1 DEVELOPS THE REAP PROGRAM AND SCAG CONTRACT BY WORKING WITH THE 11 VCOG COUNTY/CITY MANAGERS AND SENIOR PLANNING STAFF.**

- Establishing regional/subregional vision as basis for future funding

**PROJECT 1 PROMOTES DEVELOPMENT OF REGIONAL APPROACHES TO VMT IMPACT MITIGATION BASED ON THE VENTURA COUNTY AIR POLLUTION CONTROL DISTRICT (APCD) CEQA PROJECT AND CUMULATIVE IMPACT “BUY DOWN” MITIGATION THAT GENERATES LOCAL GRANT MATCHING FUNDS.**

#### **Other objectives**

Other SCAG programs also include similar housing, land use, sustainability, and social equity objectives. In an effort to coordinate strategies and objectives, the Sustainable Communities Program (SCP), which will include a focus area for housing-related project grants in an upcoming call for projects, outlines several key goals, including:

- Provide needed planning resources to local jurisdictions for active transportation and multimodal planning efforts, sustainability, land use, and planning for affordable housing;
- Promote, address and ensure health and equity in regional land use and transportation planning and to close the gap of racial injustice and better serve our communities of color;

- *Encourage regional planning strategies to reduce motorized Vehicle Miles Traveled (VMT) and greenhouse gas (GHG) emissions, particularly in environmental justice communities where there is the highest need for air quality improvements;*

**PROJECT 1 PROMOTES DEVELOPMENT OF REGIONAL APPROACHES TO VMT IMPACT MITIGATION BASED ON THE VENTURA COUNTY AIR POLLUTION CONTROL DISTRICT (APCD) CEQA PROJECT AND CUMULATIVE IMPACT "BUY DOWN" MITIGATION THAT GENERATES LOCAL FUNDS FOR THE VENTURA COUNTY TRANSPORTATION COMMISSION TO SPEND ON ACTIVE TRANSPORTATION AND GHG REDUCTION PROGRAMS.**

- Develop local plans that support the implementation of key strategies and goals outlined in Connect SoCal and the Sustainable Communities Strategy;



Individual Project/Activity Information

1REAP Application, Project Management, and Executive Outreach						
Project/Activity Tasks						
Task and sub-tasks	Staff/Consultant/Both	Estimated cost	Phase 1 or 2	Begin date	End date	Deliverable
TASK A Develop the REAP program and application; possible future contract amendments; continuing interface with the VCOG Board; continuing networking with jurisdiction city executives.	Both	\$15,500	Phase 1 \$10,500	9/4/2020	6/30/2023	- Survey of VCOG jurisdictions status for housing elements; VCOG member SB2 and LEAP projects; Survey of VCOG jurisdictions interest in REAP projects; SCAG application; SCAG REAP contract
TASK B Ongoing executive supervision of REAP projects; subconsultant procurements, preparation and review and authorization of REAP quarterly reports.	Both	\$21,500	Phase 1 \$13,000	With SCAG notice to proceed	6/30/2023	VCOG agendas and reports related to REAP; SCAG quarterly progress reports; review of subconsultants contracts
TASK C Administrative support to prepare and execute SCAG contract, subconsultant contracts, and use of VCOG financial software for invoicing, related transactions with SCAG, and initial contracts with subconsultants.	Consultant	\$5,330	Phase 1 \$780	9/4/2020	6/30/2023	Invoices to SCAG; Payments from SCAG; Processing sub contractor invoices and payments. NOTE – Phase II to be adjusted NTE 5% overall REAP.
Total projected cost		\$42,330	\$24,280			



2	<b>Localized Content Documents for Documents, Presentations, and Public Information Programs</b>
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Estimated cost	\$20,540
Expected start date	11/1/2020
Expected end date	10/15/2021
Does this project require the procurement of at least one consultant?	<input type="checkbox"/> no <input checked="" type="checkbox"/> yes _4_ total number of consultant firms expected for projects
Agency expected to procure consultant	<input checked="" type="checkbox"/> subregional partner <input type="checkbox"/> SCAG <input type="checkbox"/> Other, please specify: Click or tap here to enter text.
Agency expected to administer or implement project or activity*	<input checked="" type="checkbox"/> subregional partner <input type="checkbox"/> SCAG <input type="checkbox"/> Other, please specify: Click or tap here to enter text.
Which agency will be directly paying consultant invoices?	<input checked="" type="checkbox"/> subregional partner (SCAG will reimburse the subregional partner) <input type="checkbox"/> SCAG
Does this project require adoption or approval by a local decisionmaking body for implementation?	<input type="checkbox"/> no <input checked="" type="checkbox"/> yes If yes, please specify the expected adoption/approval date: _11/12/2020_____VCOG Board budget approval_____

\*The implementing agency cannot have any unresolved audit findings from prior government contracts and cannot be party to pending land use, housing, or environmental litigation which could impact the proposed activities.

2	Click or tap here to enter text. Localized Content for Documents, Presentations, and Public Information Programs
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For each project and activity listed, please provide more details about the project or activity, including:

- Brief Description of project Key deliverables and tasks, proposed performance indicators
- Nexus to housing production and why the task necessary for the adoption or implementation of the listed eligible activities for any tasks that are considered indirect to housing production (e.g., EIRs or General Plan amendments)
- Expected outcome of project or activity (i.e., plans for adoption or implementation)
- Related Tasks that will be funded from other funding sources besides REAP (e.g., LEAP, SB 2) and the amount
- You may add additional space, as needed.

The primary goal of Project 2 is to prepare a text insert document by the end of 2020 for optional use by VCOG jurisdictions in their respective housing elements, CEQA documentations, and/or public presentations and outreach media in early and mid-2021. This project was requested by several city managers as an efficient way to present a consistent housing crisis and need to affirmatively encourage housing to the entire county and to use local demographic and housing data in addition to SCAG data.

The contract housing specialist would prepare the Task A document would present the State Housing Crisis Declaration and RHNA/Housing Element Legislation, highlight the changes compared to prior housing elements, list Ventura-specific SCAG RTP/SCS Programs and Priorities (HQTA, HQTC, etc.), list RHNA VCOG Allocations, and integrate subregional planning and demographic and housing affordability data to 'localize' the need for affirmative housing production and demonstrate that RHNA allocations can be met consistent with the character and planning policies unique to Ventura County (SOAR and local City Urban Restriction Boundaries, Guidelines for Orderly Development, VCTC Connect 101 Plan, Metrolink and transit services, Coastal Zones, High-Risk Wildfire designated areas, various State and Federal lands and military facilities, adjudicated and managed groundwater basins, Farmlands of State Importance and Williamson Act contracts, and inter-city Agricultural Greenbelts). The document would be reviewed by the HCD's Technical Assistance team. All consultants under contract for housing elements and CEQA work would be made aware of this product designed for "drop in" to their respective housing elements and CEQA documents.

Task B would retain a professional media artist and Spanish translator to create two deliverables: 1) a flexible PPT based on the Task A document allowing local jurisdiction staff to decide on content and length and combine with their local content; and a 2) a narrated "Ventura County Housing Crisis Background" video in English and Spanish that could be posted on city housing element websites.

Task C is the administrative function not to exceed 5% specific to this project.

**Alignment with SCAG Connect SoCal regional priorities** (refer to Program Guidelines and attachment)

*Please describe below how the project or activity aligns and advances Connect SoCal and Housing Program regional priorities and framework. You may add additional space, as needed.*

Consistency with specific priorities is shown below in CAPS. If no comment is made, PROJECT 2 is considered consistent.

**Priorities and Strategies in the Connect SoCal Plan**

***Focus Growth Near Destinations & Mobility Options***

- *Emphasize land use patterns that facilitate multimodal access to work, educational and other destinations*

*PROJECT 2 EMPHASIZES THE 50-YEAR COUNTY-WIDE PLANNING CONTEXT AND HOW THE NEW HOUSING ELEMENTS WILL REMAIN CONSISTENT WITH LOCAL PLANNING PROGRAMS THAT FOCUS GROWTH INTO EXISTING CITIES AND ALONG HQTC'S AND HQTA'S.*

- *Focus on a regional jobs/housing balance to reduce commute times and distances and expand job opportunities near transit and along center-focused main streets*

*PROJECT 2 DOCUMENTS ALIGNMENT WITH SCAG, VCTC, TRANSIT OPERATORS, AND COUNTY PLANNING THAT COLLECTIVELY REDUCE COMMUTE TIMES AND DISTANCES.*

- *Plan for growth near transit investments and support implementation of first/last mile strategies*

*PROJECT 2 DOCUMENTS ALIGNMENT WITH SCAG HQTA AND HQTC DESIGNATIONS.*

- *Promote the redevelopment of underperforming retail developments and other outmoded nonresidential uses*

- *Prioritize infill and redevelopment of underutilized land to accommodate new growth, increase amenities and connectivity in existing neighborhoods*

*CONSISTENT WITH COUNTY'S 50 YEAR PLANNING POLICIES THAT FOCUS GROWTH INTO EXISTING CITIES AND DISCOURAGE SPRAWL.*

- *Identify ways to "right size" parking requirements and promote alternative parking strategies (e.g. shared parking or smart parking)*

***Promote Diverse Housing Choices***

- *Preserve and rehabilitate affordable housing and prevent displacement*
- *Identify funding opportunities for new workforce and affordable housing development*
- *Create incentives and reduce regulatory barriers for building context sensitive accessory dwelling units to increase housing supply*
- *Provide support to local jurisdictions to streamline and lessen barriers to housing development that supports reduction of greenhouse gas emissions*

***Support Implementation of Sustainability Policies***

- *Pursue funding opportunities to support local sustainable development implementation projects that reduce greenhouse gas emissions*
- *Support statewide legislation that reduces barriers to new construction and that incentivizes development near transit corridors and stations*



*PROJECT 2 EXPLAINS THE STATE AND REGIONAL HOUSING LEGISLATIVE INTENTS AND HOW THEY MANIFEST IN THE VENTURA COUNTY GEOGRAPHY AND PLANNING CONTEXT.*

- Support local jurisdictions in the establishment of Enhanced Infrastructure Financing Districts (EIFDs), Community Revitalization and Investment Authorities (CRIAs), or other tax increment or value capture tools to finance sustainable infrastructure and development projects, including parks and open space
- Work with local jurisdictions/communities to identify opportunities and assess barriers to implement sustainability strategies
- *Enhance partnerships with other planning organizations to promote resources and best practices in the SCAG region*

*CONSISTENT WITH COUNTY'S 50 YEARS PLANNING POLICIES TO FOCUS ON HQTAs AND HQTCS.*

- *Continue to support long range planning efforts by local jurisdictions*

*PROJECT 2 EXPLAINS HOW LOCAL PLANNING IN EACH VCOG JURISDICTION ALIGNS WITH THE VENTURA COUNTY PLANNING CONTEXT.*

- *Provide educational opportunities to local decisions makers and staff on new tools, best practices and policies related to implementing the Sustainable Communities Strategy*

*PROJECT 2 CREATES PUBLIC-FRIENDLY PRESENTATION MATERIALS FOR USE BY LOCAL DECISION MAKERS AND STAFF TO MOTIVATE DECISION MAKERS TO ADOPT*

#### **Objectives of the Housing Program Framework**

- Align resources with allocation methodology for the 6th Cycle of RHNA to support local jurisdictions in addressing identified housing needs
- *Advance Connect SoCal sustainable development goals including supporting local jurisdictions in promoting housing in priority growth areas to increase access to jobs and transit and reduce environmental impacts*

*DEMONSTRATES CONSISTENCY WITH COUNTY'S 50 YEARS PLANNING POLICIES TO FOCUS ON HQTAs AND HQTCS.*

- Maximize funding allocations by providing technical assistance and capacity building necessary to support local agencies in applying for and expending program resources
- Direct resources toward programs and activities that complement and increase the competitiveness of the SCAG region for other funding programs, including by increasing the number of jurisdiction that are designated by HCD as "pro-housing", as specified in AB 101, qualifying them to receive additional points in the scoring of program applications for housing and infrastructure programs pursuant to guidelines adopted by HCD.
- Build longer term capacity at SCAG and in the region to address housing issues, including by:
  - Facilitating compliance with state housing law
  - Defining a sustainable role for SCAG that marries housing with transportation objectives
  - Strengthening regional/sub-regional partnerships, collaborations and funding Models
  - Establishing regional/subregional vision as basis for future funding

#### **Other objectives**

Other SCAG programs also include similar housing, land use, sustainability, and social equity objectives. In an effort to coordinate strategies and objectives, the Sustainable Communities Program (SCP), which

will include a focus area for housing-related project grants in an upcoming call for projects, outlines several key goals, including:

- Provide needed planning resources to local jurisdictions for active transportation and multimodal planning efforts, sustainability, land use, and planning for affordable housing;
- Promote, address and ensure health and equity in regional land use and transportation planning and to close the gap of racial injustice and better serve our communities of  
Encourage regional planning strategies to reduce motorized Vehicle Miles Traveled (VMT) and greenhouse gas (GHG) emissions, particularly in environmental justice communities where there is the highest need for air quality improvements;
- Develop local plans that support the implementation of key strategies and goals outlined in Connect SoCal and the Sustainable Communities Strategy;

2 Localized Content for Documents, Presentations, and Public Information Programs

Project/Activity Tasks

Task and sub-tasks	Staff/Consultant/ Both	Estimated cost	Phase 1 or 2	Begin date	End date	Deliverable
<p><b>Task A</b></p> <p>Prepare a text insert document that 'localizes' the State Housing Crisis Declaration, Legislation, SCAG RTP/SCS Programs and Priorities, and RHNA Allocations, integrate local and demographic and affordability data to illustrate the need for affirmative housing production; and provide version tailored to VCOG jurisdictions' housing element and/or CEQA documents. This task would be reviewed by HCD and/or SCAG technical assistance teams. The ED would network with city managers for context direction</p> <p><b>TASK B</b></p> <p>Multimedia and translator professional subcontractors would create a flexible Powerpoint presentation of the Task A content that allows city staff to combine with their local content; convert the presentation into a narrated "Ventura County Housing Crisis Background" streaming video in English and Spanish that could be posted on jurisdiction housing element websites.</p> <p><b>TASK C</b></p> <p>Task C is the administrative function not to exceed 5% specific to this project.</p>	Both	\$9,500	Phase 1	11/1/2020	10/15/2021	Text insert document with tables, charts, etc.  Supporting source data use in the document.
	Consultants	\$10,000	Phase 1	11/1/2020	10/15/2021	Powerpoint  Narrated PPT as a video in English and Spanish.
	Staff	\$1,040	Phase 1	11/1/2020	10/15/2021	Invoices, content for quarterly report, consultant documentation
Total projected cost		\$20,540	\$20,540			





Regional Early Action Planning (REAP) Grant  
Subregional Partnership Program  
Application for Project and Activity Funding

Individual Project/Activity Information

3	<b>Regional Model Inclusionary Ordinance</b>
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Estimated cost	\$20,540
Expected start date	11/1/2020
Expected end date	6/30/2023
Does this project require the procurement of at least one consultant?	<input type="checkbox"/> no <input checked="" type="checkbox"/> yes _3_ total number of consultant firms expected for projects
Agency expected to procure consultant	<input checked="" type="checkbox"/> subregional partner <input type="checkbox"/> SCAG <input type="checkbox"/> Other, please specify: Click or tap here to enter text.
Agency expected to administer or implement project or activity*	<input checked="" type="checkbox"/> subregional partner <input type="checkbox"/> SCAG <input type="checkbox"/> Other, please specify: Click or tap here to enter text.
Which agency will be directly paying consultant invoices?	<input checked="" type="checkbox"/> subregional partner (SCAG will reimburse the subregional partner) <input type="checkbox"/> SCAG
Does this project require adoption or approval by a local decisionmaking body for implementation?	<input type="checkbox"/> no <input checked="" type="checkbox"/> yes If yes, please specify the expected adoption/approval date: _11/12/2020_____VCOG Board budget approval

\*The implementing agency cannot have any unresolved audit findings from prior government contracts and cannot be party to pending land use, housing, or environmental litigation which could impact the proposed activities.

3	Click or tap here to enter text. Click or tap here to enter text. Regional Model Inclusionary Ordinance
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For each project and activity listed, please provide more details about the project or activity, including:

- Brief Description of project Key deliverables and tasks, proposed performance indicators
- Nexus to housing production and why the task necessary for the adoption or implementation of the listed eligible activities for any tasks that are considered indirect to housing production (e.g., EIRs or General Plan amendments)
- Expected outcome of project or activity (i.e., plans for adoption or implementation)
- Related Tasks that will be funded from other funding sources besides REAP (e.g., LEAP, SB 2) and the amount
- You may add additional space, as needed.

Project 3 is in response to requests from several VCOG jurisdictions. Several cities have inclusionary ordinances and several are interested in considering an inclusionary program within their 2021-2029 Housing Elements. There is a regional awareness that having a relatively uniform inclusionary ordinances in all jurisdictions would help create affordable units in more locations and, at the option of each jurisdiction, in-lieu fee revenue to use in housing production programs. Under State density bonus law, projects of 10 or more units with a 10% lower income inclusionary requirement are entitled to a 20% density bonus of market rate units and the use of the State's parking standards. These extra market rate units and reduced parking costs available to the developer should cross-subsidize the 10% affordable units and not constraint affordable housing, consistent with State law.

The VCOG housing specialist and a local affordable housing attorney (Barbara Macri-Ortiz) would collect local and best-practices inclusionary ordinances and develop a template zoning code-formatted document with optional sections and standards (minimum size project, for sale and/or rental, percent inclusionary, in-lieu fee option and amount, offsite option, etc.). A draft staff report would also be prepared. The documents would be made available to any jurisdiction for its optional use.

As this is a potential program for a housing element, Project 3 should be completed by early 2021 so that the inclusionary code amendment program may be considered for inclusion in 2021-2029 housing elements and, if included, is ready for adoption within the first implementation year.

Task B would be administrative support related to this Project.

3 Click or tap here to enter text. Regional Model Inclusionary Ordinance

**Alignment with SCAG Connect SoCal regional priorities (refer to Program Guidelines and attachment)**

*Please describe below how the project or activity aligns and advances Connect SoCal and Housing Program regional priorities and framework. You may add additional space, as needed.*

If no comment is made, PROJECT 3 is considered consistent.

Priorities and Strategies in the Connect SoCal Plan

The adopted Connect SoCal Plan lists several priorities and strategies specifically relating to land use, housing, sustainability, and social equity:

*Focus Growth Near Destinations & Mobility Options*

- Emphasize land use patterns that facilitate multimodal access to work, educational and other destinations
- Focus on a regional jobs/housing balance to reduce commute times and distances and expand job opportunities near transit and along center-focused main streets
- Plan for growth near transit investments and support implementation of first/last mile strategies
- Promote the redevelopment of underperforming retail developments and other outmoded nonresidential uses
- Prioritize infill and redevelopment of underutilized land to accommodate new growth, increase amenities and connectivity in existing neighborhoods
- Identify ways to “right size” parking requirements and promote alternative parking strategies (e.g. shared parking or smart parking)

*Promote Diverse Housing Choices*

- Preserve and rehabilitate affordable housing and prevent displacement
  - *Identify funding opportunities for new workforce and affordable housing development*
- AN INCLUSIONARY HOUSING IN-LIEU FEE PROGRAM WOULD GENERATE LOCAL FUNDS FOR AFFORDABLE HOUSING.**
- Create incentives and reduce regulatory barriers for building context sensitive accessory dwelling units to increase housing supply
  - Provide support to local jurisdictions to streamline and lessen barriers to housing development that supports reduction of greenhouse gas emissions

*Support Implementation of Sustainability Policies*

- Pursue funding opportunities to support local sustainable development implementation projects that reduce greenhouse gas emissions
- Support statewide legislation that reduces barriers to new construction and that incentivizes development near transit corridors and stations
- Support local jurisdictions in the establishment of Enhanced Infrastructure Financing Districts (EIFDs), Community Revitalization and Investment Authorities (CRIAs), or other tax increment or value capture tools to finance sustainable infrastructure and development projects, including parks and open space



- *Work with local jurisdictions/communities to identify opportunities and assess barriers to implement sustainability strategies*
- *Enhance partnerships with other planning organizations to promote resources and best practices in the SCAG region*

*THE MODEL INCLUSIONARY ORDINANCE WOULD BE BASED ON BEST-PRACTICES AND LESSONS LEARNED.*

- Continue to support long range planning efforts by local jurisdictions
- Provide educational opportunities to local decisions makers and staff on new tools, best practices and policies related to implementing the Sustainable Communities Strategy

#### Objectives of the Housing Program Framework

At the October 3, 2019 Regional Council meeting, concepts for a Housing Program Framework were included as part of the agenda. These objectives were developed based on preliminary discussions with policy members and stakeholders and are intended not only for REAP activities, but also to guide a broader SCAG Housing Program:

- Align resources with allocation methodology for the 6th Cycle of RHNA to support local jurisdictions in addressing identified housing needs
- Advance Connect SoCal sustainable development goals including supporting local jurisdictions in promoting housing in priority growth areas to increase access to jobs and transit and reduce environmental impacts
- Maximize funding allocations by providing technical assistance and capacity building necessary to support local agencies in applying for and expending program resources
- Direct resources toward programs and activities that complement and increase the competitiveness of the SCAG region for other funding programs, including by increasing the number of jurisdiction that are designated by HCD as “pro-housing”, as specified in AB 101, qualifying them to receive additional points in the scoring of program applications for housing and infrastructure programs pursuant to guidelines adopted by HCD.
- Build longer term capacity at SCAG and in the region to address housing issues, including by:
  - Facilitating compliance with state housing law
  - Defining a sustainable role for SCAG that marries housing with transportation objectives
  - Strengthening regional/sub-regional partnerships, collaborations and funding models
  - Establishing regional/subregional vision as basis for future funding

#### Other objectives

Other SCAG programs also include similar housing, land use, sustainability, and social equity objectives. In an effort to coordinate strategies and objectives, the Sustainable Communities Program (SCP), which will include a focus area for housing-related project grants in an upcoming call for projects, outlines several key goals, including:

- Provide needed planning resources to local jurisdictions for active transportation and multimodal planning efforts, sustainability, land use, and planning for affordable housing;
- Promote, address and ensure health and equity in regional land use and transportation planning and to close the gap of racial injustice and better serve our communities of color;

- Encourage regional planning strategies to reduce motorized Vehicle Miles Traveled (VMT) and greenhouse gas (GHG) emissions, particularly in environmental justice communities where there is the highest need for air quality improvements;
- Develop local plans that support the implementation of key strategies and goals outlined in Connect SoCal and the Sustainable Communities Strategy;

3 Click or tap here to enter text. Regional Model Inclusionary Ordinance

Project/Activity Tasks

Task and sub-tasks	Staff/Consultant/Both	Estimated cost	Phase 1 or 2	Begin date	End date	Deliverable
TASK A Collect inclusionary ordinances already adopted by VCOG and other jurisdictions and prepare a model inclusionary ordinance with optional regulations. Prepare a staff report.	Both	\$19,500	Phase 1	11/1/2020	6/30/2023	Model inclusionary ordinance.  Draft staff report.
TASK B Administrative function not to exceed 5% specific to this project.	Staff	\$1,040	Phase 1	11/1/2020	6/30/2023	Invoices and content for quarterly reports specific to this project.
Total projected cost		\$20,540	\$20,540			



Individual Project/Activity Information

4	Regional ADU Program for Pre-Fabricated and Garage Conversion ADUs
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Estimated cost	\$163,150 (Phase I \$134,000)
Expected start date	11/1/2020
Expected end date	6/30/2023
Does this project require the procurement of at least one consultant?	<input type="checkbox"/> no <input checked="" type="checkbox"/> yes _4_ total number of consultant firms expected for projects
Agency expected to procure consultant	<input checked="" type="checkbox"/> subregional partner <input type="checkbox"/> SCAG <input type="checkbox"/> Other, please specify: <a href="#">Click or tap here to enter text.</a>
Agency expected to administer or implement project or activity*	<input checked="" type="checkbox"/> subregional partner <input type="checkbox"/> SCAG <input type="checkbox"/> Other, please specify: <a href="#">Click or tap here to enter text.</a>
Which agency will be directly paying consultant invoices?	<input checked="" type="checkbox"/> subregional partner (SCAG will reimburse the subregional partner) <input type="checkbox"/> SCAG
Does this project require adoption or approval by a local decisionmaking body for implementation?	<input type="checkbox"/> no <input checked="" type="checkbox"/> yes If yes, please specify the expected adoption/approval date: _11/12/2020_ VCOG Board re-adoption

\*The implementing agency cannot have any unresolved audit findings from prior government contracts and cannot be party to pending land use, housing, or environmental litigation which could impact the proposed activities.

4	Regional ADU Program for Pre-Fabricated and Garage Conversion ADUs
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For each project and activity listed, please provide more details about the project or activity, including:

- Brief Description of project Key deliverables and tasks, proposed performance indicators
- Nexus to housing production and why the task necessary for the adoption or implementation of the listed eligible activities for any tasks that are considered indirect to housing production (e.g., EIRs or General Plan amendments)
- Expected outcome of project or activity (i.e., plans for adoption or implementation)
- Related Tasks that will be funded from other funding sources besides REAP (e.g., LEAP, SB 2) and the amount
- You may add additional space, as needed.

The intent of Project 4 is to increase the likelihood of private development of affordable ADU's by working with an RFP- selected architectural firm and manufacturer to develop a pre-fabricated stand-alone modular ADU that is significantly less expensive than an equivalent site-built ADU. In the RFP process, the selected architecture firm will have demonstrated familiarity with VCOG jurisdictions' building codes and the local ADU market. The firm will identify one HCD-approved pre-fab ADU product line best suited to the VCOG region and under-served markets, create ADU plans with options (roof materials, façade treatments, fire-resistance in wildfire risk areas, etc.) required for an ADU building permit submittal, submit the pre-fab ADU plans to all VCOG jurisdictions for plan check, review plan check corrections, modify the ADU plans to respond to as many plan check corrections as feasible, cost estimate the ADU with the optional features, and provided the information for posting on a VCOG-sponsored "Regional ADU Program" website for public use.

Task B utilizes the same architectural firm to develop a template plan with several options for the conversion a typical 400 sf garage (20 ft X 20 ft) into an ADU, run the plans through all VCOG jurisdictions for plan checks, review plan check corrections, modify the ADU plans to respond to as many plan check corrections as feasible, cost estimate the ADU with optional features, and provided the information for posting on the VCOG ADU website.

Task C would retain a website designer to take the Task A and B information and format into a user-friendly web-site that allows users to select an ADU plan, choose options, generate plans for permit submittal, and generate a conditional construction cost-estimate suitable to secure conditional financing. Task C includes affirmative outreach to areas where ADU permitting is below average to demonstrate the web-site to homeowners who had not previously considered an ADU due to cost or ease of permitting. The website and outreach would be available in Spanish.

Task D is the administrative function not to exceed 5% specific to this project.



4	Regional ADU Program for Pre-Fabricated and Garage Conversions
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**Alignment with SCAG Connect SoCal regional priorities (refer to Program Guidelines and attachment)**

*Please describe below how the project or activity aligns and advances Connect SoCal and Housing Program regional priorities and framework. You may add additional space, as needed.*

Compliance with VMT is required for adoption of housing elements. If no comment is made, PROJECT 4 is considered consistent.

Priorities and Strategies in the Connect SoCal Plan

The adopted Connect SoCal Plan lists several priorities and strategies specifically relating to land use, housing, sustainability, and social equity:

*Focus Growth Near Destinations & Mobility Options*

- Emphasize land use patterns that facilitate multimodal access to work, educational and other destinations
- Focus on a regional jobs/housing balance to reduce commute times and distances and expand job opportunities near transit and along center-focused main streets
- Plan for growth near transit investments and support implementation of first/last mile strategies
- Promote the redevelopment of underperforming retail developments and other outmoded nonresidential uses
- *Prioritize infill and redevelopment of underutilized land to accommodate new growth, increase amenities and connectivity in existing neighborhoods*

*ADU'S ARE A FORM OF INFILL DEVELOPMENT WITHIN EXISTING NEIGHBORHOODS AND UTILIZING REAR YARD AREAS.*

- Identify ways to "right size" parking requirements and promote alternative parking strategies (e.g. shared parking or smart parking)

*Promote Diverse Housing Choices*

- Preserve and rehabilitate affordable housing and prevent displacement
- *Identify funding opportunities for new workforce and affordable housing development*

*ADU'S ARE AN AFFORDABLE OPTION FOR WORKFORCE HOUSING*

- *Create incentives and reduce regulatory barriers for building context sensitive accessory dwelling units to increase housing supply*

*PROJECT 4 RESULTS IN TWO TYPES OF PRE-APPROVED ADU PLANS ELIGIBLE FOR FAST PERMITTING IN VCOG PARTICIPATING JURISDICTIONS.*

- Provide support to local jurisdictions to streamline and lessen barriers to housing development that supports reduction of greenhouse gas emissions

*Support Implementation of Sustainability Policies*

- Pursue funding opportunities to support local sustainable development implementation projects that reduce greenhouse gas emissions



- Support statewide legislation that reduces barriers to new construction and that incentivizes development near transit corridors and stations
- Support local jurisdictions in the establishment of Enhanced Infrastructure Financing Districts (EIFDs), Community Revitalization and Investment Authorities (CRIAs), or other tax increment or value capture tools to finance sustainable infrastructure and development projects, including parks and open space
- Work with local jurisdictions/communities to identify opportunities and assess barriers to implement sustainability strategies
- Enhance partnerships with other planning organizations to promote resources and best practices in the SCAG region
- Continue to support long range planning efforts by local jurisdictions
- Provide educational opportunities to local decisions makers and staff on new tools, best practices and policies related to implementing the Sustainable Communities Strategy

#### Objectives of the Housing Program Framework

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- Build longer term capacity at SCAG and in the region to address housing issues, including by:
  - Facilitating compliance with state housing law
  - Defining a sustainable role for SCAG that marries housing with transportation objectives
  - *Strengthening regional/sub-regional partnerships, collaborations and funding models*

*PROJECT 4 CREATES A REGIONAL ADU PERMITTING PROGRAM WITH OUTREACH TO AREAS WITH LOW ADU ACTIVITY.*

- Establishing regional/subregional vision as basis for future funding

#### Other objectives

Other SCAG programs also include similar housing, land use, sustainability, and social equity objectives. In an effort to coordinate strategies and objectives, the Sustainable Communities Program (SCP), which

will include a focus area for housing-related project grants in an upcoming call for projects, outlines several key goals, including:

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- Develop local plans that support the implementation of key strategies and goals outlined in Connect SoCal and the Sustainable Communities Strategy;

**4 Regional ADU Program for Pre-Fabricated and Garage Conversion ADUs**

**Project/Activity Tasks**

Task and sub-tasks	Staff/Consultant/Both	Estimated cost	Phase 1 or 2	Begin date	End date	Deliverable
<b>TASK A</b> Conduct RFP and select an architectural firm to develop a pre-fab ADU product, complete jurisdiction plan checks, revise ADU plan for regional use, cost-estimate, and provide all information for the Task C VCOG "Regional ADU Program" web-page.	Consultant	\$40,300	Phase 1 \$29,250	12/1/2020	6/30/2023	RFP proposals, selection criteria, scope; ADU pre-fab product line specification and plans; Plan check corrections; Revised ADU program; Cost estimate metrics; CAD and PDFs for webpage designer.
<b>TASK B</b> Task A subcontractor to develop a template garage conversion ADU product, complete jurisdiction plan checks, revise ADU plan for regional use, cost-estimate, and provide all information for the Task C VCOG "Regional ADU Program" web-page.	Consultant	\$40,300	Phase 1 \$29,250	12/1/2020	6/30/2023	ADU garage conversion product line specifications and plans; Plan check corrections; Revised ADU program; Cost estimate metrics; CAD and PDFs for webpage designer.
<b>TASK C</b> Subcontractor to design and create a VCOG-hosted webpage that enables users to select either a pre-fab or garage-conversion ADU and generate plans and cost estimates. Conduct outreach to select communities with low ADU activity. Spanish translation.	Consultant	\$69,000	Phase 1 \$69,000	12/1/2020	6/30/2023	Survey of ADU permitting areas in VCOG region; Outreach Plan and Schedule; Record of owners initiating ADU permit; Website and its products; Spanish mirror website
<b>TASK D</b> Administrative tasks for this Project.	Consultant	\$13,550	Phase 1 \$6,500	12/1/2020	6/30/2023	Invoices and content for quarterly reports specific to this project.
Total projected cost		\$163,150	\$134,000			



5 To Be Determined – Phase II Application due by Dec 1, 2020

Estimated cost	\$185,440
Expected start date	Click or tap to enter a date.
Expected end date	Click or tap to enter a date.
Does this project require the procurement of at least one consultant?	<input type="checkbox"/> no <input checked="" type="checkbox"/> yes 2_ total number of consultant firms expected for projects
Agency expected to procure consultant	<input checked="" type="checkbox"/> subregional partner <input type="checkbox"/> SCAG <input type="checkbox"/> Other, please specify: Click or tap here to enter text.
Agency expected to administer or implement project or activity*	<input checked="" type="checkbox"/> subregional partner <input type="checkbox"/> SCAG <input type="checkbox"/> Other, please specify: Click or tap here to enter text.
Which agency will be directly paying consultant invoices?	<input checked="" type="checkbox"/> subregional partner (SCAG will reimburse the subregional partner) <input type="checkbox"/> SCAG
Does this project require adoption or approval by a local decisionmaking body for implementation?	<input type="checkbox"/> no <input checked="" type="checkbox"/> yes If yes, please specify the expected adoption/approval date: 11/19/2020

\*The implementing agency cannot have any unresolved audit findings from prior government contracts and cannot be party to pending land use, housing, or environmental litigation which could impact the proposed activities.

# Housing Element progress

Subregional partners must demonstrate jurisdictional progress toward housing element preparation before projects and activities that are not directly related to housing element preparation can be funded. In the section below, please list the jurisdictions your subregional area covers, planned SB 2 and LEAP activities (if any), and housing element progress. If a LEAP grant has not yet been awarded, please also indicate in the table. The rubric below can be used to indicate housing element progress: Use additional space or add additional lines, if needed.

- A. The jurisdiction has either consultant or dedicated staff resources for their housing element updates, with all updates underway; no additional REAP support is proposed.
- B. The jurisdiction has either consultant or dedicated staff resources for their housing element updates. A REAP support project for housing element updates is proposed by our subregion.
- C. The jurisdiction has neither consultant nor dedicated staff resources for their housing element updates. A REAP support project for housing element updates by our subregion is NOT proposed. This jurisdiction will need technical assistance resources for their housing element update.
- D. Our subregion is unaware of the status of housing element updates for this jurisdiction

Jurisdiction	SB 2 or LEAP (Local Early Action Program) Tasks re: Housing Element	Housing element progress (A. , B., C. or D.)
Camarillo	In Progress- Public Outreach, land Inventory, Background Info. Analysis.	B
Fillmore	Not started	C
Moorpark	Ongoing	B
Ojai	Ongoing	B
Oxnard	Ongoing	B
Port Hueneme	Edits to first staff draft underway	B
Ventura (city)	In-Progress	B
Santa Paula	Underway	B
Simi Valley	In Progress- Site Inventory; Preparation for Public Outreach	B
Thousand Oaks	In progress.	B
Unincorporated Ventura	DRAFT completed <a href="https://vcrma.org/housing-element-update">https://vcrma.org/housing-element-update</a> Public Outreach: August 2020 – November 2020	A