

File No. 160442 Committee Item No. 5
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS
AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight Date June 2, 2016

Board of Supervisors Meeting Date _____

Cmte Board

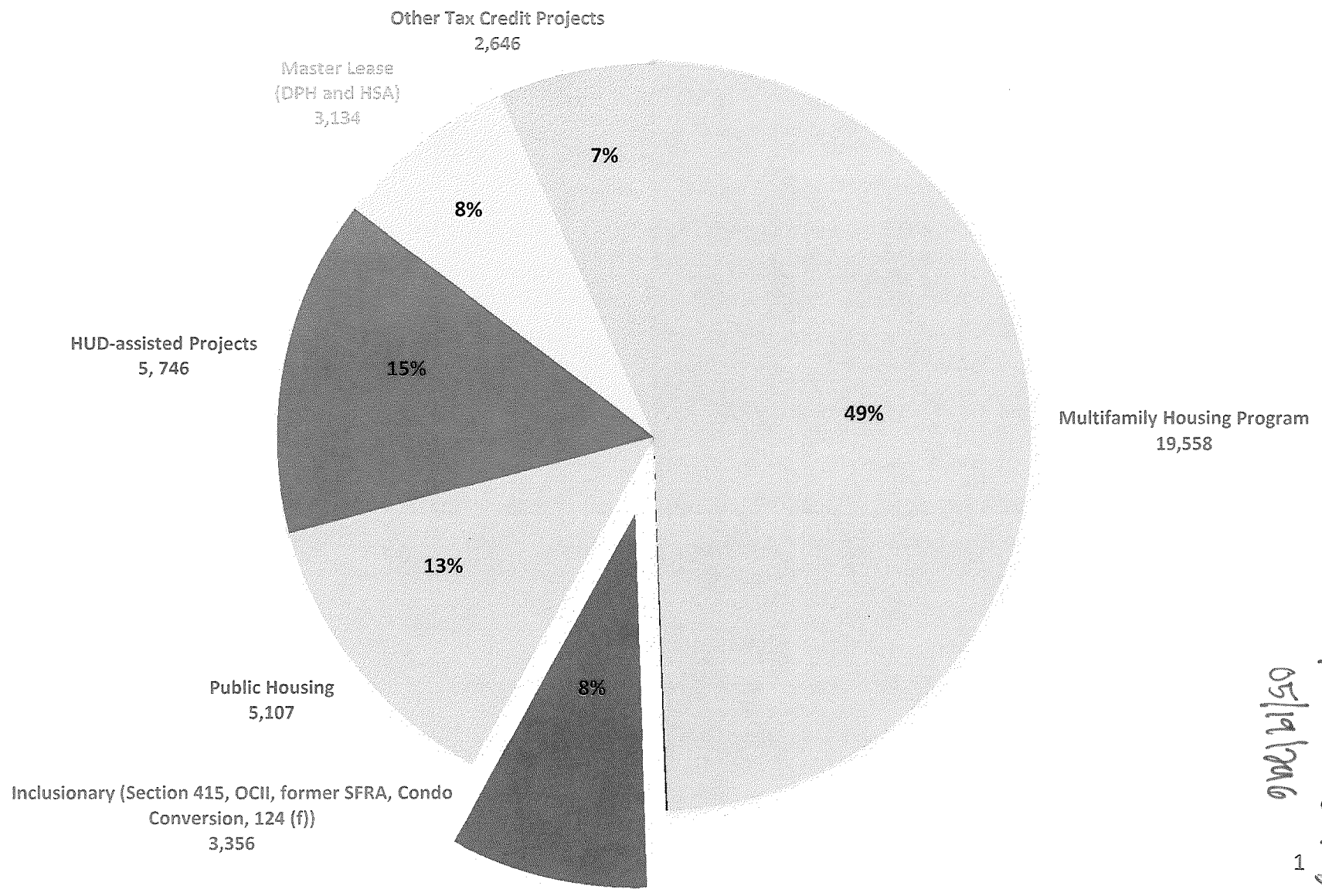
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| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

- | | | |
|-------------------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Referral FYI Hearing - 05/03/2016 |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>MANOR'S OFFICE OF HOUSING+COMMUNITY DEV PPT - 05/19/2016</u> |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
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Completed by: Erica Major Date May 26, 2016
Completed by: _____ Date _____

San Francisco Affordable Housing

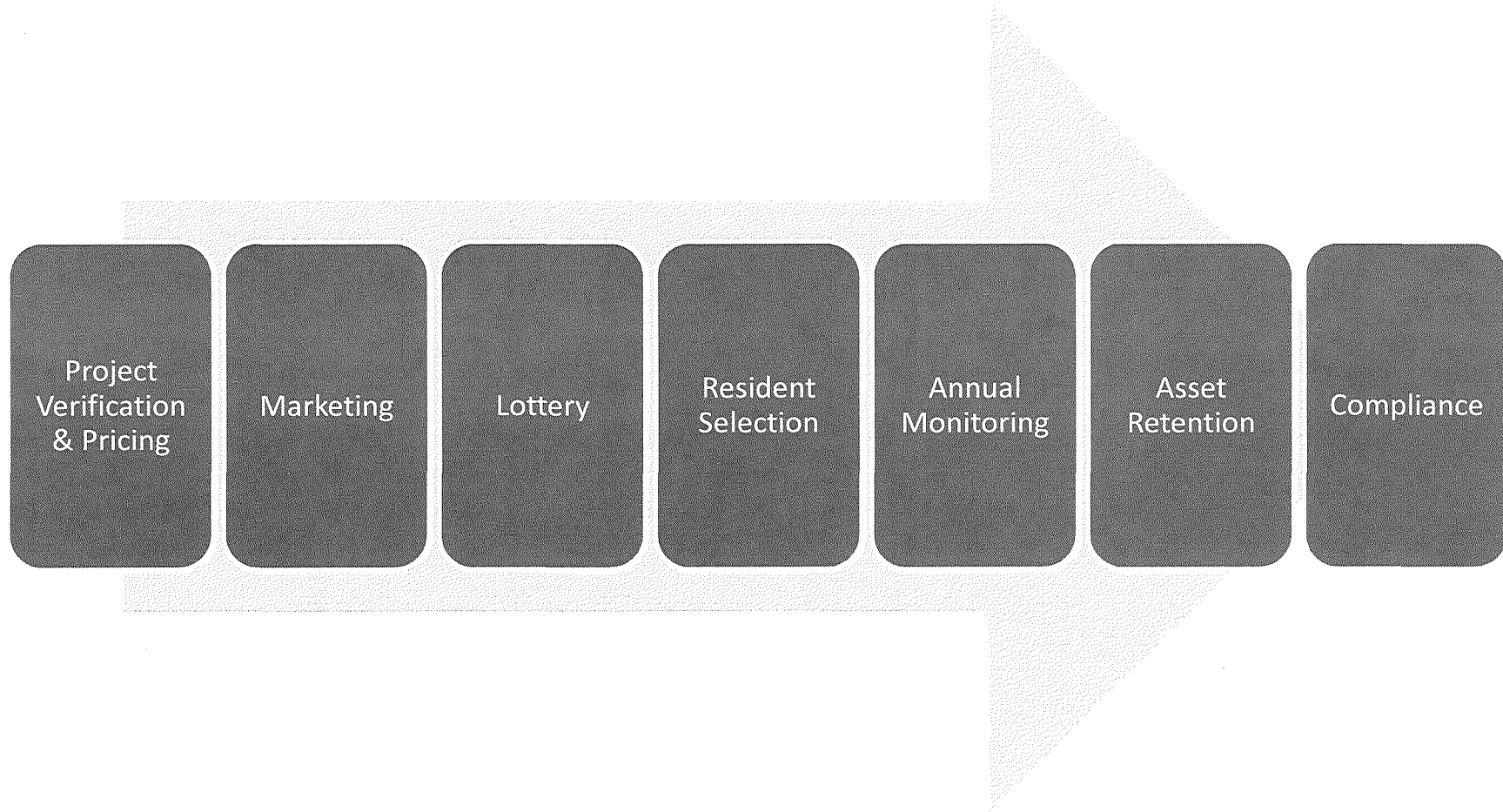


Submitted + Presented
File No. 160449
05/19/2016

BMR Monitoring Over Time

Program	Monitoring Document	Monitoring Agency	Unit Count
Citywide Inclusionary Affordable Housing Ownership & Rental Program	Procedures Manual (1992, 2007 or 2013) Planning Code Section 415	MOHCD 1992 – present	2,042
Former SFRA/OCII Ownership (DDA, LPA, OPA) Program	Individual Regulatory Agreements Limited Equity Program (LEP) or Silent Second Program A or B for Ownership Units	Former SFRA/OCII SFRA 1980's – 2012 MOHCD 2012 – present	862
Condo Conversion BMR Program	Inclusionary Procedures Manual for Resale Units Subdivision Code 1341, 1344, 1385 and Ordinance No. 320-08	DPW 1970's – 1984 DRE 1985 – 1990 MOHCD 1991 – present	426

Production Phases



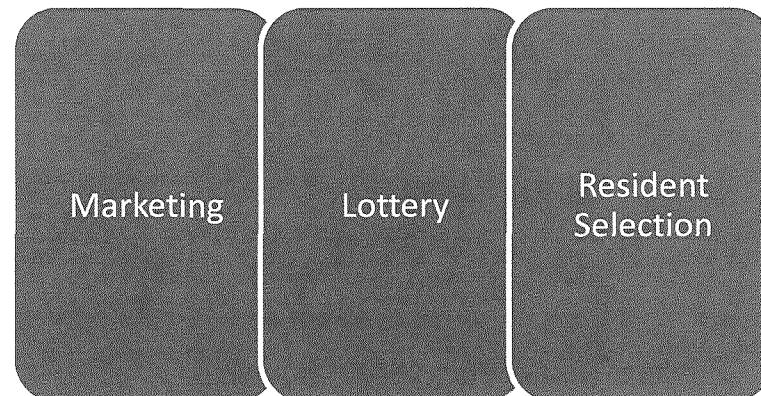
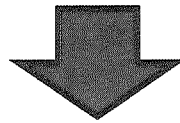
Updates from November 2014

Language Accessibility

Tenant Selection

Marketing and Lottery

Application Process



Improvements Underway

- **Expansion of Access to Housing Program**
 - Increased rental readiness workshops (3766 people assisted)
- **DAHLIA: Database of Affordable Housing Listings, Information and Applications**
 - Active BMR listings page!
 - Application and lottery coming soon
- **Standardized Marketing and Tenant Selection**
 - RAD collaborative partner process
 - Expanding to include multifamily rentals
- **Inclusionary Procedures Manual Update (March 2017)**
 - Updates to include DAHLIA, Lottery Preferences, and Density Bonus legislation

Language Accessibility

- Developer training prior to lease up, including
 - Cultural Sensitivity
 - Customer Service
 - Agent orientation
- Inclusionary Manual updates to require leasing agent capacity for monolingual applicants
- BMR application and Housing Resource Guide in City languages
- Multilingual signage in leasing offices
- Increased “Secret Shopping” of lease up process

Tenant Selection

- Evictions limited to the last 2-3 years
- Denials require opportunity to present mitigating circumstances, such as:
 - “No fault” evictions
 - Escape from domestic violence
 - Enrollment in money management or payee services

Tenant Selection

- Inclusionary Manual updates to include:
 - Guarantors
 - Alternative credit
 - Minimum monthly income 2x of rent
 - Mitigating circumstances for negative credit

Tenant Selection

- Improved MOHCD internal procedures
 - Developers' rental application and lease require MOHCD approval
 - Fair Chance Ordinance compliance with Human Rights Commission
 - Denial tracking
 - Explicit right to appeal
 - Section 8 applicant tracking

Marketing & Lottery

- Early Outreach Program
- Marketing Outreach Campaign
- Expanded CBO List for developers
- Outreach to District Supervisor
- Expanded multilingual print/digital media serving minority and LGBT communities
- Building signage required
- MOHCD website updates

Marketing & Lottery

- Neighborhood Resident Housing & Displaced Tenants Preferences
 - Adds complexity to lotteries
 - Policies and procedures due May 31, 2016
 - First developments will begin marketing in June 2016

Application Process

- Short form application
- Available in City languages
- NOFA for “Train the Trainers” (August 2016)
- Funding to assist applicants with electronic application
- DAHLIA mobile capable
- Paper applications only by mail

BOARD of SUPERVISORS



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Fax No. 554-5163
TDD/TTY No. 554-5227

MEMORANDUM

TO: Olson Lee, Director, Mayor's Office of Housing and Community Development

FROM: Erica Major, Assistant Committee Clerk, Government Audit and Oversight Committee, Board of Supervisors

DATE: May 3, 2016

SUBJECT: HEARING MATTER INTRODUCED

The Board of Supervisors' Government Audit and Oversight Committee has received the following hearing request, introduced by Supervisor Kim on April 26, 2016:

File No. 160442

Hearing on the Below-Market-Rate Housing policies and procedures utilized throughout the City and County of San Francisco; and requesting the Mayor's Office of Housing and Community Development to report.

If you have any comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

cc:

Eugene Flannery, Mayor's Office of Housing and Community Development
Sophie Hayward, Mayor's Office of Housing and Community Development

Print Form

Introduction Form

By a Member of the Board of Supervisors or the Mayor

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO

2016 APR 26 PM 2:09

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

BY BJ

- 1. For reference to Committee. (An Ordinance, Resolution, Motion, or Charter Amendment)
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning "Supervisor [] inquires"
- 5. City Attorney request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No. []
- 9. Reactivate File No. []
- 10. Question(s) submitted for Mayoral Appearance before the BOS on []

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission Youth Commission Ethics Commission
- Planning Commission Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use a Imperative Form.

Sponsor(s):


Supervisor Kim

Subject:

Below-Market-Rate Policies and Procedures

The text is listed below or attached:

Hearing requesting information from the Mayor's Office of Housing and Community Development regarding Below-Market-Rate policies and procedures utilized throughout the City and County of San Francisco.

Signature of Sponsoring Supervisor: 

For Clerk's Use Only: