




## Berkeley Housing Authority

1947 Center St., 5<sup>th</sup> Floor, Berkeley, CA 94704  
Telephone: (510) 981 5470 Fax: (510) 981 5480

Item 6B  
NEW BUSINESS  
July 14, 2022

*Office of the Executive Director*

To: Honorable Chair and Members of the Berkeley Housing Authority Board  
From:   
Rachel Gonzales-Levine, Acting Executive Director  
Subject: Monthly Report

### **Covid-19 Updates**

Since April 2022, there were no additional pandemic-related interim adjustments. The average increase for the 158 Covid-19 related adjustments that were processed has remained at \$569 per household per month.

Unfortunately Covid has impacted BHA's already small staffing level, with several needing to quarantine and take time off to recover from infection.

**Emergency Housing Vouchers (EHVs)** As of the writing of this report, BHA now has received 53 referrals of the 51 EHVs awarded, from the County Homeless Program.

- Of those 53 referrals, 43 have been processed by staff for intake, and have participated in a Briefing, and in receipt of their vouchers; 7 have been removed because the applicants passed away before being housed, or absorbed by another housing authority not administering EHV program.
- 20 formerly homeless clients are now leased up in Berkeley and in other jurisdiction via portability utilizing their EHV.
- The remaining 5 referrals are in some stage of being reviewed by staff, and once paperwork is complete/background checks cleared, BHA will schedule these applicants for a Briefing.
- The County is still gathering documentation for the remaining 7 EHV referrals for BHA.

### **Mainstream Vouchers**

BHA has leased up 72 of the 91 Mainstream Vouchers; 15 have been issued MS vouchers and are searching for a unit; and is processing referrals for the remaining 4.

We have not yet heard from HUD regarding our application for extraordinary funding to be utilized for expenses related to retention, recruitment, and support of participating owners in the Mainstream Voucher program. Since applying for the extraordinary funding, BHA also became eligible to apply for a new set of Mainstream Vouchers (30 additional), and we await HUD's reply to our application submission.

### **People's Park Supportive Housing**

BHA awarded 27 PBVs to this supportive housing project in 2020; also at People's Park there will be a dorm constructed by UC, a completely separate building. You may have read in the news that a state appeals court granted a stay order that will temporarily pause any construction or changes at People's Park. This order will expire within a week and UC Berkeley has stated its intent to break-ground this year. Immediately upon reading

this news I reached out to RCD staff to ensure that no construction for the Supportive Housing project has occurred – and to reiterate that if any ground breaking on the RCD side has happened, the PBV award would be null and void because the proper reviews—environmental and subsidy layering—have not yet occurred, which must precede the signing of the AHAP with BHA, at which point construction could start.

I was assured by RCD staff that the work started by UCB was solely for the dormitory. Since having been provided with this confirmation by RCD, the HUD Region IX office reached out to me to state their concerns that the entirety of the project site—both the dorm and supportive housing may be considered one project, therefore a NEPA would need to occur for the UCB dorm side as well. I have scheduled a meeting with HUD Region IX staff, and RCD and their legal counsel, for Thurs. 7/14 (the same day as this meeting – so will provide further details during my oral report).

### **Benioff Homelessness and Housing Initiative (BHII)/UCB Turner Center Interview**

I was approached by staff at the UCSF Center for Vulnerable Populations at Zuckerberg SF General Hospital and the UC Berkeley Turner Center to schedule an interview regarding their project to carry out an assessment of California Homelessness programs. I provided candid input on themes I have shared with the Board over the past couple years including: difficulty finding landlords in the open market not just for special purpose vouchers serving homeless populations, but low income households in all of our voucher programs; challenges that we have seen for those with severe mental illness and substance issues in remaining housed; and the need for supportive housing development for those for whom living in unit utilizing a voucher – an independent living situation – is not the next best step off of the streets for many. I also described the Moderate Rehab program including the benefits of onsite services, and the strong collaboration BHA has developed with the COC/county homeless programs, City of Berkeley Housing Department, and community agencies serving homeless populations.

### **Waitlist Opening Update**

Staff has been hard at work collaborating with local agency partners, the software vendor Emphasys, and the City of Berkeley's IT Dept. to make the July 19<sup>th</sup> through the 26<sup>th</sup> waitlist opening a reality. Please see attached flyer (Attachment 1), announcing the waitlist opening and details on how applicants can receive support via one of our community partners, if they do not have access to one of the devices needed to apply on line. You'll also see important information for non-English speakers, and those who are disabled. The application will be available in English, Spanish and Mandarin. **A special thanks to Commissioner Thomas-Rodriguez**, who volunteered to support applicants who may need assistance at Main Library on some of the days that the waitlist is open, including Saturday!

### **Attachments:**

1. Waitlist Opening Flyer

**Dashboard**

		Jan-22	Feb-22	Mar-22	Apr-22	May-22
A	Utilization (Leased/Total Units)	1485/1975	1485/1975	1483/1975	1481/1975	1475/1975
	In Units (%)	75.19%	75.19%	75.09%	74.99%	74.68%
	In Dollars (%)	95.30%	94.60%	94.00%	93.90%	93.50%
A.1	Tenant Based %	72.76%	72.27%	72.15%	72.09%	71.60%
	(Leased/Total Units)	1186/1630	1178/1630	1179/1630	1175/1630	1167/1630
	Voucher issued	5	0	8	3	1
	New Admissions	0	1	3	1	1
	Vouchers searching	21	20	25	27	27
A.2	Project Based%	86.56%	89.18%	88.52%	82.67%	82.98%
	(Units)	264/305	272/305	270/305	272/329	273/329
A.3	VASH (%)	87.50%	87.50%	85.00%	85.00%	87.50%
	(Leased/Total Units)	35/40	35/40	34/40	34/40	35/40
	Voucher issued	0	2	0	0	0
	New Admissions	0	0	0	0	1
	Vouchers searching	3	5	4	4	1
B	Mainstream (%)	78.02%	80.22%	79.12%	79.12%	78.02%
	(Leased/Total Units)	71/91	73/91	72/91	72/91	71/91
	Voucher issued	2	1	1	4	
	New Admissions	1	0	0	0	5
C	Vouchers searching	12	13	14	18	13
	EHV (%)	5.88%	9.80%	17.65%	25.49%	21.57%
	(Leased/Total Units)	3/51	5/51	9/51	13/51	11/51
	Voucher issued	0	7	6	5	5
	New Admissions	1	2	4	2	2
D	Vouchers searching	19	24	26	27	27
	Terminations	10	14	6	6	3
E	Success Rate	51%	48%	48%	48%	55%
F	New Landlords/Unit	3		3	4	
G	Mod Rehab %	81.63%	81.63%	83.67%	83.67%	83.67%
	(Units)	80/98	80/98	82/98	82/98	82/98
H	Project Move Up	2/10	2/10	2/10	2/10	3/10
I	FSS	37 (23 enrolled, 3 graduated, 11 pending)	37 (23 enrolled, 3 graduated, 11 pending)	37 (23 enrolled, 3 graduated, 11 pending)	37 (20 enrolled, 5 graduated, 12 pending)	37 (20 enrolled, 5 graduated, 12 pending)
J	Port Ins (BHA Currently Absorbing)	2	3	3	5	3
	Port Outs (Managed by other PHAs)	2	1	1	3	6
K	Late/Missing Annual Recert	28	47	47	56	64
L	Late HQS	729	753	753	754	735
M	Rent Increases - Received	5	10	4	1	11

	<i>Rent Increases - Processed</i>		5	9	4	1	11
<i>N</i>	<i>Re-exams - Processed</i>		171	247	241	177	169
<i>O</i>	<i># of disabled in program</i>		910	906	901	907	968
	<i># of elderly in program</i>		695	695	699	708	769
	<i># of families in program</i>		403	402	400	396	401
	<i># of eman. yth in prog</i>		15	15	15	15	15
	<i># of HOPWA in program</i>		10	10	10	10	10
<i>P</i>	<i># of Families on WL</i>		567	565	562	560	543



**PRE-APPLICATION  
FOR HOUSING CHOICE VOUCHER WAIT LIST  
RANDOM DRAW OPENS:  
Tuesday, July 19<sup>th</sup> 6:00 am through  
Tuesday, July 26<sup>th</sup> at 5:00 pm**

**To Apply, Visit BHA's Website:  
[bha.berkeleyca.gov](http://bha.berkeleyca.gov)**

This is a pre-application for placement in a random draw of 2,000 applicants who will be placed on BHA's Housing Choice Voucher Waitlist, after the pre-application closes. Not everyone who applies will be placed on the Waitlist.

**Pre Application Eligibility**

- At least one person in the household must be a U.S. citizen or eligible immigrant (such as permanent residency status or naturalized citizen)
- The following individuals are not eligible for assistance:
  - Individuals subject to lifetime registration as a sex offender
  - Individuals convicted of manufacturing methamphetamine in any Public Housing program
- The total gross annual income for the entire household, (before any amounts are taken away for taxes, garnishments, etc.) must be less than or equal to the amounts shown below:

	Maximum Gross Annual Income		Maximum Gross Annual Income
<b>1 Person</b>	\$50,000	<b>5 People</b>	\$77,150
<b>2 People</b>	\$57,150	<b>6 People</b>	\$82,850
<b>3 People</b>	\$64,300	<b>7 People</b>	\$88,550
<b>4 People</b>	\$71,400	<b>8 People</b>	\$94,250

**How to Apply:**

1. **Before you begin** the application process, please have available: the names, birthdates, social security numbers, and income for you and the family members in your household. Make sure you have correctly spelled and accurate information before entering. **HAVE PEN AND PAPER READY TO WRITE DOWN YOUR CONFIRMATION NUMBER.**
2. **Visit the BHA website:** [bha.berkeleyca.gov](http://bha.berkeleyca.gov) using a computer, phone, laptop, or tablet, to fill out your application on line.

If you don't have a computer, phone, laptop, or tablet, consider using:

- a friend's or family member's device;
- a computer at any Berkeley Public Library
- a computer at your church, synagogue or place of worship.

3. **If you don't have access to your own, or a friend, or family member's computer, phone, laptop, or tablet, visit one of the agencies listed below, which are allowing use of their computers.**

**Please play close attention to the dates/times that each organization is willing to assist applicants:**

**Berkeley Public Libraries:**

1. **Main Library**, 2090 Kittredge: Monday, 12 noon – 6 pm; and Tuesday through Saturday 10 am – 6 pm
2. **West Branch**, 1125 University Avenue: Monday through Saturday 10 am – 6 pm
3. **South Branch**, 901 Russel Street: Monday through Saturday 10 am – 6 pm

**Berkeley Drop In Center**, 3234 Adeline: Monday through Friday, 11:00 am – 2:00 pm

**Berkeley Youth Alternatives**, 1255 Allston Way: July 19-21 & July 25-26, 9:00 am – 3:00 pm

**Center for Independent Living (CIL)**, 2539 Telegraph: Monday through Friday, 9:00 am– noon and 2:00 pm – 4:00 pm, **(disabled and seniors only please)**

- **Remember:** the fastest way to apply will be online, using a phone or computer or laptop or tablet.
- If you are receiving assistance from another community-based organization not listed above, they may also be able to assist you with gaining Internet access, simply ask.
- Unfortunately, due to limitations at the Berkeley Housing Authority office, computers will not be available there.
- For those with no access to a phone or computer, there will be paper applications available for pickup during the hours of 8 AM to 5 PM (except Saturday and Sunday), on the ground level of 1947 Center Street, Berkeley.
- Paper applications **MUST BE DELIVERED BACK TO BHA'S DROP BOX, OUTSIDE OF 1947 CENTER STREET, NO LATER THAN 5 PM on MONDAY, JULY 25<sup>TH</sup> TO ALLOW STAFF TO INPUT THE APPLICATIONS INTO THE SYSTEM .**

### **Limited English Proficiency**

The application will be available in English, Spanish, and Mandarin. For those requiring assistance in applying in any other language, please contact Berkeley Housing Authority directly, at (510) 981-5495.

### **Reasonable Accommodations**

Persons with disabilities will be able to apply for a Reasonable Accommodation. Requests must be submitted in advance by e-mailing [BHA@cityofberkeley.info](mailto:BHA@cityofberkeley.info) or submitting a written request to BHA through our exterior drop box, outside of 1947 Center Street, Berkeley or the interior drop box located inside the building during normal business hours. **Requests for Reasonable Accommodations must be received no later than July 25<sup>th</sup> at 5 p.m. in order to allow for sufficient time for staff to review and process.**

### **Random Draw**

Because of the anticipated high demand for rental assistance, a random draw of all potentially eligible applications will be conducted at the close of the waitlist acceptance period (after July 26<sup>th</sup>) and only 2,000 names will be placed on the Wait List.

- **Do NOT submit more than one application** because duplicate entries will be deleted before the random draw is conducted.
- If you are selected in the random draw you will receive written notice from the Berkeley Housing Authority.

### **Receipt for Application**

When you complete your application, the computer will generate a receipt that includes a unique application number. This is the only receipt you will have of your application so be sure to print the receipt, or if you do not have access to a printer, write down the receipt number that will show up on the computer screen immediately, on a piece of paper and keep that waitlist receipt number for your records. The agencies listed above also will provide you with a form you can use to write down your receipt number. **Remember:** submission of a successful application does not guarantee placement as one of the 2,000 randomly selected applicants on the waitlist.