

Regional Early Action Planning Grants of 2019 (REAP) Close Out Report Form



Humboldt County Association of Governments

November 1, 2024

REAP Close Out Report Form Instructions

This form is for Regional Early Action Planning Grants of 2019 (REAP) grant holders to satisfy the reporting requirements of California Health and Safety Code section 50515.04. The report must be submitted to the California Department of Housing and Community Development (HCD) via email to reap@hcd.ca.gov no later than December 31, 2025.

Additional information about the REAP program is found at the program's webpage at: <https://www.hcd.ca.gov/grants-and-funding/programs-active/regional-early-action-planning-grants-of-2019>

Please proceed to the REAP Close Out Report Form on the next page and complete Parts I–X.

REAP Close Out Report Form

Part I – Summary

Briefly describe the grantee's REAP project(s), including but not limited to the following information:

1. Overview of the project
2. Project start date, duration and completion
3. Project goals and relevance to REAP goals
4. Proposed uses and actions taken in support of proposed uses
5. Actions that had the greatest impact on housing production
6. Overall outcomes including quantified outcomes

Humboldt's REAP funding was utilized to promote and help disseminate current best-practices that HCD, OPR, and other agencies/institutions have studied, reported on, and provided guidance on. Through ad-hoc steering committees and advisory groups—instigated by REAP—local planning departments and practitioners shared regional best-practices and examples (case studies) pertinent to Humboldt's rural settings. HCAOG suballocated grant funds throughout the County, for which all municipal jurisdictions, the county, a tribal government and housing authority applied. Collectively, the planning departments and other housing practitioners came to consensus to allocate the bulk of the suballocation for a regionally-serving project, and chose to help fund the countywide regional climate action plan. HCAOG also administered small grants for creating a multi-media catalog of residents' housing-needs stories, to raise awareness and open dialogue for the hardships and barriers that Humboldt residents have and do face due to the shortage of affordable housing or the lack of housing near school, work, services, or other basic needs. Several artists, housing service agencies, and housing advocates participated.

HCAOG began developing the REAP application in the end of 2019 and submitted it in February 2020, the project start date was July 14, 2020 and ended October 31, 2024.

Goals were to:

- Suballocate moneys directly and equitably.
- Advance planning that will accommodate the development of housing and infrastructure, as well as support
- Advance State's planning priorities for housing, transportation, equity, and climate goals and affirmatively furthering fair housing.
- Develop engagement and educational strategies to build support from stakeholders that encourage promoting affordable housing.
- Establish consulting benches on regional priorities such as SCS implementations, housing elements, ADUs, CEQA, infrastructure.

- Create tools that encourage the development of a variety of housing types and facilitate accelerating housing production.
- Facilitate regional and sub-regional collaboration to develop regional activities such as peer-to-peer learning collaboratives.

Actions included:

- Developing and/or disseminating best practices, guidance, resources for pro-housing and AFFH.
- Coordinate providing educational opportunities on best practices (e.g. workshops, webinars, trainings) for jurisdictions' agency staff, elected officials, commissioners, residents, or other interested community groups/members.
- Facilitate education and awareness of fair housing laws to stakeholders (e.g. community, developers, public agency staff, elected officials), as well as awareness of issues of combating segregation and fostering inclusive communities.
- Broadcast and present multi-media catalog that conveys housing stories (needs, barriers, challenges, opportunities).
- Promoting infill and socioeconomic equity while encouraging environmental protection and efficient development patterns.
- Provide consultants and/or temporary staffing for jurisdictions to implement strategies related to housing, transportation and land use policy and actions for reaching RHNA allocation targets.

REAP 1.0 planning actions are still recent and housing production numbers have not precipitously spiked (or dropped) in the last two to three years. It seems that REAP 2019 grants made a meaningful impact on increasing public engagement and public discourse for higher-density land use patterns and infill development. It may be that the concurrent planning and concentrated outreach and engagement actions helped keep the issues of affordable housing in the news, on agendas in public meetings, in public comments, and on platforms of diverse CBOs as well as part in campaign platforms of people running for elected offices. Agency staff had opportunities to describe the new State laws to consider for planning long-term plans and growth. Decision-makers heard from more constituents. Additionally, the REAP grants for the artistic multi-media catalog worked to reach community members who were probably not following planning commission and council or supervisor meetings, but were engaged through visual and performing arts.

Part II – Lead Agency and Partnerships

List lead agency and partnerships, including names, position titles, organizations, and the roles and responsibilities of each. What did those collaborative relationships and processes look like?

Lead agency was HCAOG (Humboldt County Assocn of Governments). HCAOG partnered with local and tribal governments for suballocation grants. The agencies were: City of Arcata (David Loya, Community Development Director); City of Blue Lake (Amanda Mager, City Manager); City of Eureka (Cristin Kenyon, Development Services Director and Caitlin Castellano, Development Services Deputy Director); City of Ferndale (Michelle Nielsen, Contract City Planner); City of Fortuna (Merritt Perry and Shari Meads, City Manager); City of Rio Dell (Kevin Caldwell, Community Development Director and Building Inspector); City of Trinidad (Trevor Parker, Trinidad City Planner); Housing Authority of the City of Eureka and County of Humboldt (Cheryl Churchill, Executive Director); County of Humboldt (John Ford, Planning & Building Dept. Director), and Wiyot Tribe Community Land Trust (Michelle Vassel, Dishgamu Humboldt/Da Rou Gawuk Administration) The agencies collaborated to decide how to suballocate funds for both regional needs and individual agency needs. The agencies convened monthly to share resources and updates on local and State housing policies, monitor REAP project progress, and assist each other in identifying/implementing strategies to meet RHNA/housing related goals.

Part III – Drivers

Answer the following questions:

1. Did any local, state, or federal legislation or mandates drive the project(s)? (SB 35, AB 1397, etc.)
2. Was it a community-driven effort?
3. Were there additional funding opportunities present?

Some incorporated cities and unincorporated county agencies prioritized their grant projects (i.e. suballocations) based on new state legislation. For example, they used REAP grant funds for their need to train planners and permit-counter staff to know recent housing policy. Some used suballocation funds to develop new informational materials for staff, and planning commissioners, council members, and the public. Agencies developed and shared materials for streamlining ADU permitting. REAP funds also helped cities and housing authorities expand and enhance their public outreach and engagement for housing plans, general plans, and pro-housing policy proposals. The added capacity for public engagement was intended to cultivate and identify more community-driven priorities.

Part IV – Engagement Process

Answer the following questions:

1. Who were your stakeholders?
2. What did the engagement process look like?
3. What role did stakeholders play in the process? (Keep in mind: training, education, council formation, technical assistance, etc.)
4. What were the outcomes of the engagement process?

Stakeholders included local agency staff and officials (municipalities, county, tribal, JPA authorities), colleges, community service/special districts, housing and social services, and CBOs. Additionally, stakeholders included community members in their non-work “roles,” or interests as renters, full-time students, homeowners, future homeowners, rental property owners, houseless neighbors, formerly unhoused neighbors, etc.

REAP engagement activities included presentations to councils and commissions, public meetings, art installations, interviews, discussion groups, ad hoc committee monthly meetings, tabling events, and attendance and presentations at community organizations’ standing meetings or events. Written and online information and resource materials were shared by posting on boards, announcements at meetings, flyers at agency counters, bookstores, libraries, websites, email lists, and social media.

As part of the multi-media grants, artists created stories on many aspects of the housing crisis and needs for building more housing. The artworks engaged people through art gallery showings, installations at commercial or public spaces and art studios, online coverage (e.g. local media shared links to songs and videos via website, online editions, social media, and blogs), displays at bookstores and housing services, schools, city halls, and theatre lobbies.

HCAOG participated in two new regional collaboratives involving housing. HCAOG contributed a leading role in a new Housing Committee co-facilitated by City mayors and council members. The committee focuses on addressing the housing crisis. Open to all, the committee regular attendees include elected officials, staff from local tribes, and upper-level management from economic development, real estate, health providers, developers, colleges/university, and realtors. The group requested that HCAOG advise them on housing leadership training and the RHNA process. The second group was a “hub” for “supporting transitions to decarbonized and resilient communities,” which includes better integrating transportation and land uses. A group of multi-jurisdiction agencies, planning constituents and other stakeholders chose to use REAP funds to support the Humboldt regional climate action plan. Other engagement included attending local agencies’ and multi-agency housing meetings; surveying tribal entities and housing service providers on needs and actions; and developing multimedia public outreach program.

Engagement activities broadened opportunities for dialogue with a range of new people. Engagement led to more people planning and acting on collaborations to promote and educate on pro-housing strategies and advocating for affordable housing. One stakeholder-driven outcome was an online housing dashboard. People who were interested or involved in the art projects also attended city council and planning commission meetings to give public comment

supporting pro-housing. Most, if not all, of the suballocations for technical assistance helped agencies expand and enhance stakeholder engagement, particularly for long-range planning studies and plans.

Part V – Challenges

Answer the following questions:

1. What challenges were encountered?
2. What solutions were encountered or created?
3. Are there areas for improvement of policy alignment at the state or federal level to help achieve this project more easily?

The smaller agencies struggled to find staffing capacity to optimize the additional funding. Over half the agencies were slow to complete their application requests or MOAs. One of the four under-resourced cities (i.e., those with less than one FTE position dedicated to housing planning) and the tribal government had to cancel their grant awards because they lost staff, were left with open positions, and could not complete the work on time. Small jurisdictions who have contract planners faced the same challenge, as the consultant firms also did not have extra capacity to augment planning work. HCAOG offered a consultant bench, but none of the jurisdictions wanted to use it.

The small jurisdictions do not have dedicated GIS staff. Through the REAP ad hoc planning group, the County offered their GIS services to all the jurisdictions, thus will post and update jurisdictions' housing data on the County GIS web portal, if and when requested.

Part VI – Outcomes

Answer the following questions:

1. What are the current or projected outcomes? What are the benefits?
2. Did actual outcomes meet expectations?
3. Have new opportunities arisen as a result of this project?
4. What are the next steps?

Individual and collaborative project tasks did increase professional knowledge and expertise in AFFH and other pro-housing policies; increase adoption of such policies; increase promotion of infill development. Projects served to increase collaboration on a regional approach to increasing housing and jobs/housing balances, including promoting more infill planning and initiating ongoing meetings for future RHNA processes. Improved permitting materials have increased agency/staff capacity for meeting needs in planning and permitting processes; more streamlined permitting; more pro-housing policies in Housing Elements, zoning, codes. REAP projects enabled jurisdictions and agencies, and artists, to reach wider audiences for discussing and addressing the housing crisis. Some of this culminated in increasing the range of voices heard and included.

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Specifically for the REAP project, a collaborative group has formed to guide and participate in the REAP activities. HCAOG convened this group first in October, 2020, and the group has since met monthly. Those who regularly attend include staff from the County, four cities (including the three largest cities), the housing authorities, and contract planning consultants and housing advocacy organizations. Additionally, staff from Community Service Districts stay informed via the e-list and sometimes attend. HCAOG has also formed an alliance with the Off-Campus Housing Liaison for Humboldt State University.

One of the new regional collaborations is the Community Economic Resilience Consortium (CERC) Meetings- attended approximately 60 weekly meetings. Meetings were attended by staff from local jurisdictions, community based organizations focused on housing and homelessness, healthcare system executives, economic development practitioners, developers, and elected officials to share information and resources on funding opportunities and explore concepts related to increasing housing production. Dashboard, housing routable, and Keys Campaign all came out of requests heard during CERC meetings. The “Keys Campaign,” managed by HCAOG, served to raise awareness about housing challenges in our community. Social media posts including videos, and print ads. . Posts were done in English and Spanish. Videos were viewed 7,000 times for 27 hours of watch time. Over 40,000 people saw the posts, and nearly 30,000 spent time with it. Total Campaign reached 150,000 across all platforms.

Quantified **Outcomes:** **644** public stakeholders engaged 77 of workshops to stakeholders. **31** presentations to elected/appointed officials **29** CBOs that participated. **7** jurisdictions (4 cities, 1 county, 2 regional agencies) received consulting services. **30,018** local governments, advocates, and others used REAP-funded tools. **48** streamlined and/or clarified permitting processes and plan approvals/adoptions achieved, for all 7 cities, 1 county, and 1 housing authority. **6** collaboratives developed; **≥ 19** work products developed. Enhance public discourse on housing (YIMBY, NIMBY, etc.).

REAP Grants of 2019-Humboldt County Association of Governments (HCAOG)

Performance Targets

Proposed Activity	Proposed Performance Indicator	Target outcomes	Outcomes
Public Engagement	# of public stakeholders engaged # of workshops to stakeholders # of presentations to elected/appointed officials # of CBOs that participated	Increased community engagement and buy-in. Establish community and regional priorities. Outreach to 100% of zip codes Participation from 75% of zip codes.	644 public stakeholders engaged 77 of workshops to stakeholders 31 presentations to elected/appointed officials 29 CBOs that participated
Consulting: Establish consulting benches on regional priorities	# of jurisdictions that received consulting services	50% more plans addressing land use, jobs, transportation, climate, equity linkages. Infrastructure/design/site analysis for 300 potential housing units.	7 jurisdictions (4 cities, 1 county, 2 regional agencies) received consulting services
Tools	# of local governments, advocates, and other groups who used the tool. # streamlined and/or clarified permitting processes and plan approvals/adoptions	Streamline and/or update permit process at all (100%) jurisdictions. 20% increase in housing, ADU permits.	30,018 local governments, advocates, and others used REAP-funded tools. 48 streamlined and/or clarified permitting processes and plan approvals/adoptions achieved, for all 7 cities, 1 county, and 1 housing authority.
Collaboration	# of collaboratives developed # of work products developed	Increased capacity or technical expertise of local staff. Increased collaborative work products of and for regional planning for housing.	6 collaboratives developed ≥ 19 work products developed

Part VII – Replicability

Answer the following questions:

1. What aspects of the project could be replicated in other communities?
2. What useful resources and tools were implemented? Were there specific tools used for specific regions or sectors?

Adoption of more AFFH policies, practices, strategies. Improved staff knowledge and planning-counter resources for customers. Adoption of necessary Housing Elements and infrastructure studies. Adoption of more AFFH policies, practices, strategies

Part VIII – Project Highlights, Best Practices and Anticipated Achievements

Answer the following questions:

1. What are the most prominent project highlights and why?
2. What are some of the best practices that could be used by other agencies at a local, regional, state or federal level?
3. What are some long-term achievements that could result from the overall project?

One opportunity is for all the jurisdictions to approach land use and transportation planning at the regional level. They can plan housing cooperatively to maximize jobs-housing balances and minimize escalating household vehicle miles travelled (VMT). Along these lines, the jurisdictions have joined together to develop a regional climate action plan (CAP), which will be a guide for each jurisdiction building out housing in ways that will help meet the State's goals for reducing greenhouse gas emissions. The CAP is well under way. The jurisdictions were all foreseeing significant stalls in adopting the regional CAP due to not having funds for certifying their respective CEQA environmental assessments. Thus, the jurisdictions voted to use REAP funds for CEQA streamlining with a Program EIR that the County of Humboldt will take the lead on, and all cities can tier off of.

The REAP funds also created the timely opportunity to develop the regional CAP environmental document and VMT analysis in tandem, allowing for a more efficient and effective regional approach to VMT analysis and setting a regional baseline. The CEQA consultants, however, determined that the draft RCAP did not show adequate evidence to make it a qualified CAP. REAP funds were then reallocated to pay for revising the RCAP to make it a CEQA qualified CAP. Thus, it still will afford jurisdictions the path for CEQA streamlining, and will save jurisdictions processing time.

Part IX – Additional Resources

Provide web links to:

1. the project itself, and
2. resources used throughout the project, and any other relevant resources.

REAP 1.0 links <https://www.hcaog.net/index.php/programs-projects/housing>

REAP Grants Program Background

[REAP Grants Program Details | California Dept. of Housing & Community Development \(HCD\)](https://www.hcd.ca.gov/grants-and-funding/programs-active/regional-early-action-planning-grants-of-2019) [External website] <https://www.hcd.ca.gov/grants-and-funding/programs-active/regional-early-action-planning-grants-of-2019>

[REAP Program Intro/Update](https://www.hcaog.net/sites/default/files/11.19.20%20HCAOG%20Board%20Meeting%20Intro%20Update.pdf) (*slidedeck presented at 11.19.20 HCAOG Board Meeting*)
chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/<https://www.hcaog.net/sites/default/files/11.19.20%20HCAOG%20Board%20Meeting%20Intro%20Update.pdf>

[Best Practices for REAP Eligible Activities](https://www.hcd.ca.gov/grants-and-funding/programs-active/regional-early-action-planning-grants-of-2019)

<https://www.hcd.ca.gov/grants-and-funding/programs-active/regional-early-action-planning-grants-of-2019>

HCAOG released a Call for Projects inviting artists to apply for funding to tell the stories of Humboldt's housing struggles through their chosen creative medium. HCAOG was able to fund eight multimedia grants for a total of \$39,510.

[View Housing Stories](https://www.hcaog.net/index.php/programs-projects/housing/housing-stories)

<https://www.hcaog.net/index.php/programs-projects/housing/housing-stories>

[Learn more about the Keys Campaign](https://docs.google.com/presentation/d/1bmub-XGxuGg14xLnGiYjeQ4PIO5yyQM6b5r1gUVRXE4/edit#slide=id.p) For the month of June we are talking about housing insecurity in Humboldt County. What is it? Who is affected? Why is it important and what can we do to positively impact our community? Stick around and hear perspectives from people in our community, learn about housing initiatives, participate in the discussion and become a housing advocate!

<https://docs.google.com/presentation/d/1bmub-XGxuGg14xLnGiYjeQ4PIO5yyQM6b5r1gUVRXE4/edit#slide=id.p>

[Housing Dashboard](https://nspdc.maps.arcgis.com/apps/dashboards/efa2170293ed46238b867ea0a1e5c812)

<https://nspdc.maps.arcgis.com/apps/dashboards/efa2170293ed46238b867ea0a1e5c812>

<https://www.hcaog.net/programs-projects/housing/keys-campaign>

A SAMPLE OF SUBALLOCATION PROJECTS:

Housing Authority of the City of Eureka:

-- Repositioning Plan-Community Engagement Outcomes Report chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://eurekahumboldtha.org/wp-content/uploads/2024/06/City-of-Eureka-Housing-Authority_Community-Engagement-Outcomes-Report_Final-Appendix-Version.pdf

-- Administrative Plan for Housing Choice Voucher Program <chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://eurekahumboldtha.org/wp-content/uploads/2024/10/Administrative-Plan-Update-Draft-2024.10.pdf>

City of Arcata Strategic Infill Redevelopment Program:

Gateway Area Plan & Gateway Code

- Blanck and Oram Equity Partners Racial Equity Engagement Report <chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.cityofarcata.org/DocumentCenter/View/13259/Revised-Final-Report-42423>

- Strategic Infill Redevelopment Program Community Engagement Report <chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.cityofarcata.org/DocumentCenter/View/14305/SIRP-Engagement-Report-6-11-24>

County of Humboldt:

- Regiona CAP <https://humboldtgov.org/2464/Humboldt-Regional-Climate-Action-Plan>
- Approved ADU Plans <https://humboldtgov.org/3318/Approved-ADU-Plans>

City of Eureka

- “Build Housing!” webpage on the City’s website to host the handouts and video: [Housing Information | Eureka, CA \(eurekaca.gov\)](https://www.eurekaca.gov/938/Housing-Information). The page also links to our current grant/loan housing assistance programs and our upcoming “Eureka Builds It” ADU financing program. <https://www.eurekaca.gov/938/Housing-Information>
- Housing-development related educational/promotional materials: The materials created and advertising invoices are available at the following FTP Site [LINK](https://transfer.eurekaca.gov:5252/fsdownload/G9gxqWubL/REAP%20Reporting) under “May 2024.” <https://transfer.eurekaca.gov:5252/fsdownload/G9gxqWubL/REAP%20Reporting>

Housing Authority of the City of Eureka:

The majority of work product related to in-person and online meetings is posted on our website. Meetings with a “▶” and highlighted yellow were hosted/organized by Housing Tools consultants under the grant project. Meetings that occurred during the grant period but were not hosted/organized by consultants are not highlighted. See <https://eurekahumboldtha.org/repositioning/> and below for reference.

2024.05.29 In-person Meeting

Further discussion with the Housing Authority about plans to convert Eureka’s Public Housing from the public housing program to Section 8 rental assistance under HUD’s Section 18 program.

- Meeting Flyer ([English](#))
- Presentation Slides ([English](#))

2024.05.21 Virtual Community Meeting

Further discussion with the Housing Authority about plans to convert Eureka's Public Housing from the public housing program to Section 8 rental assistance under HUD's Section 18 program.

- Presentation Slides ([English](#))
- Presentation Recording ([English](#))
- Meeting Notes/Summary ([English](#))

2024.05.16 Virtual Community Meeting

A discussion with the Housing Authority about plans to convert Eureka's Public Housing from the public housing program to Section 8 rental assistance under HUD's Section 18 program.

- Presentation Slides ([English](#))
- Presentation Recording ([English](#))
- Meeting Notes ([English](#))

► 2024.04.17 Virtual Community Meeting

A discussion with the Housing Authority: Plans to Upgrade Our Property on the Corner of C & Clark Streets

Intended for all community members, including our residents. Live interpretation services will be available in Spanish.

- Flyer ([English](#), [Spanish](#))
- Presentation Slides ([English](#), [Spanish](#))
- Presentation Recording (*Coming Soon*)
- Meeting Notes ([English](#))

► 2024.03.28 Virtual Community Meeting

A Discussion with the Housing Authority: Reinvesting in our Commitment to Affordable Housing

This meeting is intended for all community members, including our residents. Live interpretation services will be available in Spanish.

- Flyer ([English](#), Spanish, coming soon)
- Presentation Slides ([English](#), Spanish, coming soon)
- Presentation Recording ([English](#), Spanish, coming soon)
- Meeting Notes ([English](#), Spanish, coming soon)

► 2024.03.06 Virtual Community Meeting

A Discussion with the Housing Authority: Reinvesting in our Commitment to Affordable Housing

This meeting is intended for all community members, including our residents. Live interpretation services will be available in Spanish.

- Flyer ([English](#), [Spanish](#))
- Presentation Slides ([English](#), [Spanish](#))
- Presentation Recording ([English](#), [Spanish](#), [Hmong](#))
- Meeting Notes ([English](#))

► 2024.01.24 Virtual Neighborhood Meeting

This meeting is intended for neighbors within a 3-block radius of our 3107 Prospect Avenue and 1115C Street properties, including our residents. Live translation services will be available in Spanish and Hmong.

- Flyer ([English](#), [Spanish](#), [Hmong](#))

- HA Resident FAQ ([English](#), [Spanish](#), [Hmong](#))
- Presentation Slides ([English](#), [Spanish](#), [Hmong](#))
- Meeting Recording ([English](#), [Spanish](#), [Hmong](#))
- Meeting Notes ([English](#), [Spanish](#)) (Hmong Coming Soon)

► **2023.11.16 Resident Focus Group Meetings**

This meeting focused on our residents only. Live translation services were available in Spanish and Hmong.

- Flyer ([English](#), [Spanish](#), [Hmong](#))
- HA Resident FAQ ([English](#), [Spanish](#), [Hmong](#))
- Presentation Slides ([English](#), [Spanish](#), [Hmong](#))

Meeting Notes ([English](#), [Spanish](#)) (Hmong Coming Soon)

Part X – Further Information

Provide information on who can be reached for HCD to obtain more information about the project. Include names, phone numbers, and email addresses for one or more individuals.

Beth Burks, Executive Director (through December 2024) beth.burks@hcaog.net, Oona Smith, Senior Regional Planner oona.smith@hcaog.net (707) 444-8208