Letter of Interest: Regional Early Action Program (REAP) and Priority Development Area (PDA) Planning & Technical Assistance

APPLICANT GUIDE

Purpose of this Document

This document is intended to provide guidance to applicants for Regional Early Action Program (REAP) and Priority Development Area (PDA) Technical Assistance and Planning Grants. After reviewing this document, applicants must fill out a Letter of Interest form electronically at the [PDA/REAP LOI site](#) by Friday, February 12, 2021 at 11:59 PM.

Overview

ABAG and MTC are soliciting Letters of Interest from Bay Area local jurisdictions for Technical Assistance and Planning Grants to support the completion of Housing Elements, housing-supportive initiatives, and Priority Development Areas (PDAs). The purpose of the LOI process is to identify eligible applications and to assess the strength of proposed projects relative to program goals. Depending upon the volume of applications and the funding category, applicants may be awarded funding after the LOI, asked to develop a more detailed scope, or be invited to compete in a subsequent application process.

The total amount of available funding is approximately $12M. This funding is divided into three categories: REAP non-competitive, REAP competitive, and PDA Planning and Technical Assistance. While complementary, each category has specific criteria and requirements that are explained in greater detail in this document.

How to Apply

To apply, fill out the web-based Letter of Interest Form available **here**. Applicants will be asked to provide contact information and select the funding category, or categories, for which they are applying. Applicants are then automatically directed to a series of questions for each category selected. Once these questions are completed, forms are transmitted electronically to ABAG/MTC staff, who will respond to applicants with any questions.

Completing the Letter of Interest form should take 2-10 minutes depending upon the number of funding categories. Because applications cannot be saved and re-opened, applicants are encouraged to review the questions, provided is Attachment 1 to this document, and prepare all necessary information before attempting to complete the web-based application form.

Jurisdictions are strongly encouraged to submit one application for all of the REAP and/or PDA Technical Assistance and Planning Grants, however, jurisdictions can submit one application for REAP and one for PDA if different activities will be funded by each. Applicants must indicate that they are, or have been delegated authority from, a City Manager, Community Development Director, Planning Director, or similar official.

Available Funding and Eligible Applicants
Approximately $12 million is available between the REAP and PDA programs to local governments in the nine-county Bay Area. This is split between REAP non-competitive funding ($5.18 million, formula-based), REAP competitive funding ($1 million), and PDA Planning and Technical Assistance (~$6 million). These are described in greater detail below. Grants in each category may be combined with

additional funding such as SB2 grants, Local Early Action Program (LEAP) grants, or other funding, but no local match is required to qualify.

- ***REAP Non-Competitive Funding:*** Each of the 109 local jurisdictions in the Bay Area is entitled to a Minimum Non-competitive REAP Allocation of $20,000. If your jurisdiction receives at least 1,000 units in the Draft RHNA Methodology (slated for approval by ABAG's Executive Board in January 2021), you will also be entitled to a Non-Competitive Supplemental RHNA Allocation. This document provides the detailed formula used to calculate these allocations.

  To help you quickly estimate your allocation, **ABAG/MTC staff has estimated that jurisdictions that receive at least 1,000 units in the Draft RHNA Methodology will be entitled to $20,000 *plus* an additional approximately $7 per unit.** For example, a city that receives 2,000 total units will be entitled to a baseline allocation of $20,000 plus $14,000, for an estimated total of $34,000. **Jurisdictions that receive less than 1,000 units in the Draft RHNA Methodology are entitled to $20,000.**

  The Non-Competitive Supplemental REAP Allocation will be calculated using the following formula:

  1. Identify all jurisdictions that received at least 1,000 RHNA units using the Draft RHNA Methodology ("Eligible Jurisdictions")

  2. Add up the total number of RHNA units assigned to Eligible Jurisdictions using the approved Draft RHNA Methodology ("# of Eligible Units")

  3. Divide $3M by the # of Eligible Units ("Allocation per Unit")

  4. For each Eligible Jurisdiction, multiply that jurisdiction's number of approved Draft RHNA units by the value of the Allocation per Unit to calculate the amount of each jurisdiction's Non-Competitive Supplemental RHNA Allocation.

  For example, if 70 jurisdictions received at least 1,000 RHNA units, and together they received 400,000 RHNA units, each of their units would be worth $7.50 ($3M divided by 400,000 units). If one of the 70 Eligible Jurisdictions received 10,000 RHNA units, its Non-Competitive Supplemental RHNA Allocation would be $75,000 (10,000 units multiplied by $7.50 per unit) in addition to its Minimum Non-competitive REAP Allocation of $20,000 for a total Non-competitive REAP Allocation of $95,000.

  Please check back after January 21, 2021 for updates when the ABAG Executive Board is expected to approve the Draft RHNA Methodology.

- ***REAP Competitive Funding:*** All jurisdictions may compete for $1M in Competitive REAP Allocations with a maximum grant size of $100,000. One third of this funding will be set aside for small jurisdictions with populations up to 60,000 according to http://www.dof.ca.gov/Forecasting/Demographics/Estimates/. These jurisdictions can also apply for the other two-thirds of the available funding.

- ***PDA Planning and Technical Assistance:*** Approximately $6 million in competitive funding is available for PDA Planning Grants and Technical Assistance. All jurisdictions with PDAs that are included in Plan Bay Area 2050 are eligible to apply. Funding will be divided between Planning Grants and Technical Assistance depending upon the volume and quality of applications.

Ineligible Applicants

Entities that do not have local land use authority are ineligible for the funding available through this Letter of Interest. Examples include non-profit organizations, County Transportation Agencies, and transit agencies. These entities may, however, partner with applicants.

Eligible Activities & Priorities

Activities eligible for funding through the REAP non-competitive, REAP competitive, and PDA categories are listed below and work must be completed by September 30, 2023. Applicants may seek additional funding for the project funded through their non-competitive REAP funding by applying for competitive REAP funding subject to eligibility, or may apply for competitive REAP funding to support a different project. In some cases, a project proposed by a city with one or more PDA may be eligible for both REAP and PDA funding. In these cases, applicants may wish to consider their funding need relative to the maximum award in each category, as well as whether their funding needs can be met through their non-competitive REAP allocation. At the discretion of ABAG/MTC staff, applicants may be awarded funding from a category other than the one they applied based on need and eligibility.

REAP Non-Competitive Funding: Eligible Activities
Non-competitive REAP Allocations are available to fund planning and process improvements that will 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. Eligible activities include, but are not limited to:

- Sustainable communities strategies implementation related to housing planning and accelerating housing production, including outreach, rezoning and EIRs to implement housing element updates.
- Establishing Prohousing Policies pursuant to Government Code section 65589.9
- Technical assistance in improving housing permitting processes, tracking systems, and planning tools
- Performing infrastructure planning, including sewers, water systems, transit, roads, or other public facilities necessary to support new housing and new residents
- Performing feasibility studies to determine the most efficient locations to site housing consistent with Government Code sections 65040.1 (State Planning Priorities) and 65080 (regional transportation plans)
- Covering the costs of consultant or staffing needs connected to the proposed and eligible activities (excluding administrative expenses)

REAP Competitive Funding: Eligible Activities & Priorities
Jurisdictions may also apply for up to $100,000 in competitive REAP funding. Eligible uses are limited to activities related to housing element updates and rezoning. Competitive REAP Allocations will be prioritized based on how the proposed projects meet one or more of the following:

Letter of Interest: REAP and PDA Planning & Technical Assistance
APPLICANT GUIDE

1. The project (housing element or rezoning) is located in whole or in part in a Priority Development Area (PDA) or a different Plan Bay Area 2050 Final Blueprint Growth Geography as indicated here: https://mtc.maps.arcgis.com/apps/webappviewer/index.html?id=485e374221e84074b7e577ad381f6fce.

2. The project (housing element or rezoning) advances one or more of the Plan Bay Area 2050 Housing Strategies. More information about the Plan Bay Area 2050 Housing Strategies is available here: https://www.planbayarea.org/sites/default/files/PBA2050_Final_BPStrategies_121020.pdf. These Housing Strategies are as follows:
   - Further Strengthening Renter Protections Beyond State Legislation
   - Preserving Existing Affordable Housing
   - Allowing a Greater Mix of Densities and Types in Growth in Areas
   - Building Adequate Affordable Housing to Ensure Homes for All
   - Integrating Affordable Housing into All Major Housing Projects
   - Transforming Aging Malls and Office Parks into Neighborhoods
   - Providing Targeted Mortgage, Rental and Small Business Assistance to Communities of Concern
   - Accelerating Re-Use of Public and Community-Owned Land for Mixed Income Housing and Essential Services

3. The project (housing element or rezoning) has a local funding gap.

4. Part or all of the area affected by the project (housing element or rezoning) is within a Community of Concern as indicated here: https://opendata.mtc.ca.gov/datasets/74fa4916d67142c2b7ee213f221a97af

PDA Planning Grants & Technical Assistance: Eligible Activities & Priorities
Local jurisdictions with PDAs included in Plan Bay Area 2050 may apply for planning grants (maximum $800,000) or technical assistance ($150,000) to advance equitable development, particularly affordable housing, in locations that reduce Vehicle Miles Travelled and increase transit ridership. Eligible activities and program priorities are shown below:

- **Eligible Activities - PDA Planning Grants*:**
  o Specific Plans, Precise Plans, or equivalent plans for PDAs.
  o Updates to adopted PDA Plans, including Programmatic Environmental Impact Reports (EIRs) and Zoning Code or other policy amendments
     Note: Plans may consider, or lead to, modifications of the existing boundaries of a PDA.

  *All PDA planning grant recipients must complete or have completed all of the Planning elements in the list below for the PDA. Assessments and Policies can be combined or completed as a plan chapter.
  - Specific Plan, Precise Plan, or equivalent
  - Equity Assessment and Policies
  - Affordable Housing Protection, Preservation and Production Assessment and Policies
  - Moblity Assessment and Policies
  - Vehicle Miles Traveled Assessment and Reduction Policies
  - Resilience and Climate Adaptation Assessment and Policies
  - Infrastructure and Community Facilities Need and Funding Strategy

- Programmatic Environmental Impact Report
- Zoning and General Plan Amendment

- **Eligible Activities - PDA Technical Assistance:** Discrete projects that overcome implementation obstacles in one or more PDA with an adopted plan(s). Eligible projects include, but are not limited to:
  - Engagement and Outreach: Tasks that meaningfully and authentically engage diverse stakeholders in planning and community development processes.
  - Housing Policy and Planning: Plans, Policies and Programs
  - Process Improvements: Improvements to permitting and approval processes.
  - Economic & Real Estate Analysis: Economic and Real Estate modeling on a regional, county, city or site-specific scale.
  - Transportation Policy and Implementation: Policies and Programs focused on increasing mobility options and reducing vehicle miles traveled.
  - Transportation Program Development and Administration: Development and Administration of Transportation Programs.
  - Environment and Resilience: Plans, Policies and Tools related to resilience and environmental protection and safety elements.

- **Priorities - PDA Planning Grants and TA:** Prospective applicants are encouraged to submit Letters of Interest for any of the eligible activities listed above. Specific funding priorities for this round of PDA Planning Grants and Technical Assistance include, but are not limited to:
  - Plans and Technical Assistance that significantly increase the development capacity for, and feasibility of, deed-restricted affordable housing and housing affordable to moderate-income households.
  - Specific Plans for PDAs without an adopted Plan.
  - Zoning amendments and programmatic EIRs for PDAs with an adopted Plan that is not yet reflected in local zoning and/or is not supported by a programmatic EIR.
  - Technical Assistance that leads to the implementation of policies and projects that:
    - Update transportation impact review standards to assess Vehicle Miles Travelled (VMT) rather than Level of Service (LOS), as required by Senate Bill 743
    - Increase pedestrian and bicyclist safety through Vision Zero or a similar set of policies
    - Accelerate the protection, preservation, and production of deed-restricted affordable housing
    - Increase racial equity
  - Plans and Technical Assistance that advance Plan Bay Area 2050 Strategies. For a full list of strategies, click here. Key strategies include:
    - Accelerating Re-Use of Public and Community-Owned Land for Mixed Income Housing and Essential Services
    - Advancing Regional Vision Zero Policy through Street Design and Reduced Speeds.
    - Allowing a Greater Mix of Densities and Types in Growth in Areas
    - Allowing greater densities for new commercial development in select Priority Development Areas and select Transit-Rich Areas to encourage more jobs to locate near public transit.
    - Building Adequate Affordable Housing to Ensure Homes for All

- Expanding Transportation Demand Management Initiatives.
- Further Strengthening Renter Protections Beyond State Legislation
- Integrating Affordable Housing into All Major Housing Projects
- Preserving Existing Affordable Housing
- Protecting shoreline communities affected by sea level rise, prioritizing areas of low costs and high benefits and providing additional support to vulnerable populations.
- Providing Targeted Mortgage, Rental and Small Business Assistance to Communities of Concern
- Transforming Aging Malls and Office Parks into Neighborhoods

Grant Management

Local jurisdictions have two options for grant management: (1) jurisdictions can elect to have award(s) disbursed via traditional grant agreements and, as needed, issue their own RFPs for consultant support, or (2) jurisdictions can elect to save administrative time and costs by leaving award amount(s) on deposit with ABAG/MTC to issue task orders to ABAG/MTC's Regional Planning Consulting Bench, with ABAG/MTC assuming contract administration responsibilities while jurisdictions provide substantive oversight to consultant work product.. In either case, jurisdictions that receive funding must be prepared to comply with all applicable contracting agreements, including state requirements associated with the REAP program and/or federal requirements associated with the PDA program.

Anticipated Project Timeline

The availability of funding and required completion of each funding category is shown below:

- **Non-competitive REAP:**
  - *Funding Availability and Award Timeline:* Applications only seeking the minimum Non-competitive REAP Allocation of $20,000 will be reviewed and awarded on a rolling basis. Applications for the Non-Competitive REAP Allocations that include a Supplemental Allocation—applicable to cities with RHNA allocations greater than 1,000 units—will be reviewed after ABAG Executive Board approval of the Draft RHNA Allocation, currently scheduled for January 21, 2021, with awards made after that date.
  - *Required Completion Date:* All funded activities must be completed by September 30, 2023.
- **Competitive REAP:**
  - *Funding Availability and Award Timeline:* Applications will be reviewed following staff review of the Non-competitive REAP applications, with awards made after that date.
  - *Required Completion Date:* All funded activities must be completed by September 30, 2023.
- **PDA Planning & Technical Assistance:**
  - *Funding Availability and Award Timeline:* Applications for PDA Planning Grants and Technical Assistance will be reviewed for eligibility on a rolling basis. If necessary, MTC/ABAG staff will contact applicants to request clarification. Depending upon the volume and consistency with program priorities of the applications, eligible projects may be presented to the Metropolitan Transportation Commission (MTC) for approval within approximately 3 months of the submission closing date. Alternatively, applicants may be

invited to a second round for a portion or all of the available funding. Within six months of award, all recipients must enter into either a task order (for TA and Planning Grants using the regional consulting bench) or contract (for Planning Grants in which recipients select to receive direct disbursements).

- o *Required Completion Date:* PDA Planning Grants must be completed within 30 months. TA projects with budgets below $75,000 must be completed within 12 months. TA projects with budgets between $75,000-$150,000 must be completed within 24 months.

- **Prior to funding, all Awards must be approved by either MTC, ABAG's Executive Board, or both depending on the funding sources. Awards will be presented for approval on a rolling basis.**

Webinars for more information:

Date	Start Time	Registration Link
Thursday, 12/29/2020	1 - 2 p.m.	Register in advance for this webinar: https://bayareametro.zoom.us/webinar/register/WN_wSb-zVgKTVCEj0qxdNpKYg
Wednesday, 1/06/2021	10 - 11 a.m.	Register in advance for this webinar: https://bayareametro.zoom.us/webinar/register/WN_ncX-DY1nStG-yolpZMsJMg
Friday, 1/08/2021	2 - 3 p.m.	Register in advance for this webinar: https://bayareametro.zoom.us/webinar/register/WN_ii_3YJ9rRtKghnh6rXiN-A
Friday, 1/15/2021	10 - 11 a.m.	Register in advance for this webinar: https://bayareametro.zoom.us/webinar/register/WN_RgsskygjQJOl1q21nZx14w

Please contact loi@bayareametro.gov with any additional questions.