

# Permanent Local Housing Allocation (PLHA) Formula Allocation

## Application Form for **Previous Awardees**



**State of California  
Governor, Gavin Newsom**

**Melinda Grant, Undersecretary  
Business, Consumer Services and Housing Agency**

**Gustavo Velasquez, Director  
Department of Housing and Community Development**

Program Design and Implementation, PLHA Program  
2020 West El Camino Avenue, Suite 150, Sacramento, CA 95833

Website: <https://www.hcd.ca.gov/grants-and-funding/programs-active/permanent-local-housing-allocation>

Email: [PLHA@hcd.ca.gov](mailto:PLHA@hcd.ca.gov)

**Final Filing Date: June 30, 2027  
at 4:00 P.M. PST**

**Instructions**

Rev. 01/23/24

**When opening this file, a yellow banner at the top may appear with a button that says "Enable Content". It is essential that you click this box so that the macros are enabled. Enabling macros is necessary for full worksheet functionality. Macros do not work with Microsoft's Excel version for Apple Mac.**

Applications must be submitted electronically to the Department's [HCD Portal Sign In](#) website. To receive an award of CY 2020 funds, applicants are required to submit an application and demonstrate a fully compliant Housing Element and submittal of the applicable Annual Progress Report(s) no later than February 29, 2024. All CY 2020 funds should be requested by June 30, 2024.

**This NOFA will remain open to eligible applicants through June 30, 2027.**

Applications must be on the Department's forms and cannot be altered or modified by the Applicant. Excel forms must be in Excel format and 'save as' .xls or .xlsx. Do not 'save as' .xlsm or .pdf format. For application errors please fill out the Application Support worksheet and email the entire workbook to Application Support for application errors at [PLHA@hcd.ca.gov](mailto:PLHA@hcd.ca.gov).

**General Instructions** (Additional instructions and guidance are given throughout the Formula Allocation Application in "red" text and in cell comments.

**Guideline references are made with "\$" and the corresponding guideline section number.**

"Yellow" cells are for Sponsor input. Failure to provide the required attachments and documentation may disqualify your application from consideration. An Applicant must submit a complete application and other documents consistent with the deadlines stated in this NOFA. Applications submitted in response to this NOFA must meet the threshold requirements set forth in this section and in PLHA Guidelines Section 302.

Required attachments are indicated in "orange" throughout the Streamline Application. Failure to provide the required attachments and documentation may disqualify your application from consideration. Electronically attached files must use the naming convention in the PLHA Application. For Example: "App1 Tin" or "Reuse Plan".

Threshold items are indicated in "blue" cells.

"Red" shaded cells indicate the Sponsor has failed to meet a requirement of the program. Cells in the worksheet shaded in "red" indicate that the Applicant has failed to meet the minimum required.

**Sponsor must complete the following worksheets in the PLHA Formula Allocation Application.**

**Formula Allocation Application**

**Urban County**

**Checklist**

Threshold Requireme	Electronic File Name	Document Description	Included?
X	<b>Application and Adopting the PLHA Plan (2020-2023 Allocations) Reso</b>	Pursuant to section 302(c)(4) of the Guidelines, Applicant's PLHA Plan for 2020-2023 allocations is attached to this resolution, and Applicant certifies compliance with all public notice, comment, and hearing requirements in accordance with the Guidelines.	Included
X	<b>App1 TIN</b>	Provide a signed Gov't TIN Form	Included
X	<b>Applicant Delegation Agreement</b>	Legally binding agreement between Delegating and Administering Local Governments (sample provided—just click on tab Formula Allocation Application, icon in row 19, column AH)	N/A
X	<b>Plan Adoption Reso</b>	§302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content. <b>PLHA webpage for Plan Adoption Resolution Document</b>	Included
X	<b>Reuse Plan</b>	Program Income Reuse Plan describing how repaid loans or accrued interest will be used for eligible activities in Section 301.	Included
X	<b>Executed Application</b>	Provide a copy of the signed application. Signature in <b>blue ink</b> preferred.	Included

**Disclosure of Application (California Public Records Act Statutes of 1968 Chapter 1473):** Information provided in the application will become a public record available for review by the public, pursuant to the California Public Records Act Statutes of 1968 Chapter 1473. As such, any materials provided will be disclosable to any person making a request under this Act. The Department cautions Applicants to use discretion in providing information not specifically requested, including but not limited to, bank accounts, personal phone numbers and home addresses. By providing this information to the Department, the Applicant is waiving any claim of confidentiality and consents to the disclosure of submitted material upon request."

**Local Government Formula Allocation**

Rev. 01/23/24

**This streamlined application form is limited to Applicants who applied for and received an award from the 2020, 2021, and/or 2022 Formula Allocation NOFA.**

Did Applicant receive an award from the 2020, 2021, and/or 2022 NOFA Formula Allocation?	Yes
Which NOFA year(s) are you applying for with this application?	2022 & 2023

Eligible Applicant Type:	Entitlement
Local Government Recipient of PLHA Formula Allocation:	Orange County

2020 PLHA NOFA Formula Allocation Amount:	\$0	Allowable Local Admin (5%):	\$0.00	Admin requested?	Yes
2021 PLHA NOFA Formula Allocation Amount:	\$0	Allowable Local Admin (5%):	\$0.00	Admin requested?	Yes
2022 PLHA NOFA Formula Allocation Amount:	\$2,175,998	Allowable Local Admin (5%):	\$108,799.00	Admin requested?	Yes
2023 PLHA NOFA Formula Allocation Amount:	\$1,090,616	Allowable Local Admin (5%):	\$54,530.00	Admin requested?	Yes

Has Applicant received their 2022 NOFA funds?	No	Based on the requirements in guideline section 300(e), how much has the applicant committed?	\$3,266,614
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Instructions: If the Local Government Recipient of the PLHA Formula Allocation delegated its PLHA formula allocation to another Local Government in its 2020 application, the Applicant (for which information is required below) continues to be the administering Local Government, which received the award. The PLHA award will be made to the Applicant (upon meeting threshold requirements) and the Applicant is responsible for meeting all program requirements throughout the term of the Standard Agreement.

**Eligible Applicants §300**

§300(a) and (b) Eligible Applicants for the Entitlement and Non-Entitlement formula component described in Section §100(b)(1) and (2) are limited to the metropolitan cities and urban counties allocated a grant for the federal fiscal year 2017 pursuant to the federal CDBG formula specified in 42 USC, Section §5306 and Non-entitlement local governments.

Applicant:	County of Orange					
Address:	1501 E. St. Andrew Place					
City:	Santa Ana	State:	CA	Zip:	92705	
County:	Orange County					
Auth Rep Name:	Julia Bidwell	Title:	Director, Housing and Community Development	Auth Rep. Email:	julia.bidwell@occr.ocgov.com	
Phone:	(714) 480-2991					
Address:	1501 E. St. Andrew Place		City:	Santa Ana	State:	CA
Zip Code:	92705					
Contact Name:	Sherluna Vien	Title:	Affordable Housing Development Administrator	Contact Email:	sherluna.vien@occr.ocgov.com	
Contact Phone:	714-480-2936					
Address:	1501 E. St. Andrew Place		City:	Santa Ana	State:	CA
Zip Code:	92705					

**Threshold Requirements**

§302(a) Housing Element compliance: Applicant and Delegating Local Government's if applicable Housing Element was adopted by the Local Government's governing body by the application submittal date and subsequently determined to be in substantial compliance with state Housing Element Law pursuant to Government Code Section 65585.	No
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§302(b) Applicant and Delegating Local Government have submitted the current or prior year's Annual Progress Report to the Department of Housing and Community Development pursuant to Government Code Section 65400.	Yes
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§302(c)(2) Applicant certifies that submission of the application was authorized by the governing board of the Applicant.	Yes
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File Name:	Application and Plan Adoption Reso	§302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content. <b>PLHA webpage for Application and Plan Adoption Resolution Document</b>	Uploaded to HCD?	Yes
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§300(e) Applicant does not have uncommitted PLHA funds greater than permitted by Section 300(e).	Yes
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§503(b) Applicant has submitted the PLHA Annual Report by July 31 (if applying before July 31), or has submitted the PLHA Annual Report due by July 31 (if applying on or after July 31).	Yes
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§302(c)(8) If a program income reuse plan was not submitted with the 2020 application, has Applicant attached a program income reuse plan describing how repaid loans and/or accrued interest will be reused for eligible activities specified in Section 301?	Yes
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File Name:	Reuse Plan	Program Income Reuse Plan describing how repaid loans or accrued interest will be used for eligible activities in Section 301.	Uploaded to HCD?	Yes
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**Certifications**

On behalf of the entity identified below, I certify that: The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct and I possess the legal authority to submit this application on behalf of the entity identified in the signature block.

Authorized Representative Printed Name	Title	Signature	Date
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**County of Orange**  
**Permanent Local Housing Allocation (PLHA) Program**  
**Reuse Plan**

County of Orange (County) commits to maintaining policies and procedures on Permanent Local Housing Allocation (PLHA) program income for future reuse in accordance with the following policies:

1. All interest earned from the deposit of PLHA grant funds shall be maintained by the Orange County Community Resources (OCCR) Finance staff. All interest earned shall be considered as reuse funds and shall be accounted for in the County annual report.
2. All PLHA reuse funds shall be expended in accordance with PLHA regulations. This includes, but is not limited to, income levels, homebuyer education requirements, and coordinated entry requirements.
3. Ninety-five (95) percent of reuse funds may be used for PLHA eligible activities listed under Section 301 of the PLHA Guidelines, but must be in alignment with the State approved PLHA Plan.
4. At the end of each fiscal year, the County will calculate the accrued interest.
  - a. If the accrued interest is less than or equal to \$25,000, then 95 percent will go towards the County Emergency Shelter Programs, as indicated in the chart below.
  - b. If the accrued interest is more than \$25,000, then 95 percent will be allocated to Urban County cities and unincorporated County based on the 2017 CDBG Formula Allocation, as indicated in the chart below.
  - c. Five (5) percent of reuse funds may be used for the County's administrative costs.
5. Reuse funds may be used within the boundaries of the Urban County participants of County of Orange.
6. The County shall allow the State Department of Housing and Community Development (State HCD) full access to the reuse account records for the purpose of determining compliance with PLHA regulations.

<b>If the accrued interest is less than or equal to \$25,000:</b>		
<b>Jurisdictions</b>	<b>% Allocation</b>	<b>Activities</b>
County of Orange	95%	County Emergency Shelters
County of Orange	5%	Administration

<b>If the accrued interest is more than \$25,000:</b>		
<b>Jurisdictions</b>	<b>% Allocation</b>	<b>Activities</b>
Brea	8%	North Services Planning Area (SPA) Jointly Funded Project
Cypress	10%	
La Palma	3%	
Los Alamitos	2%	
Stanton	21%	
Villa Park	1%	
Laguna Beach	4%	Homeless Support Services
Dana Point	7%	
Laguna Hills (County of Orange)	6%	County Emergency Shelters
Unincorporated Areas (County of Orange)	26%	
Laguna Woods	3%	Accessibility Modifications
Seal Beach	4%	
County of Orange	5%	Administration