# AHSC Round 9 Narrative Prompts and Required Materials

This document lists out the prompts for Narrative Based Policy Scoring for the Round 9 Affordable Housing and Sustainable Communities (AHSC) Program. The document is organized in four parts: 1) General Context, 2) Pre-AHSC Conditions, 3) AHSC Project Process, 4) Post-AHSC Implementation and Outcomes. Applicants should submit their responses to the prompts in a single document (applicants should input responses below the respective prompts) and upload it as an attachment named “Narrative” along with the other Application files using the Application Portal.

The required materials for each section should be uploaded separately under the respective name for each upload. **Applicants can find the description of required and optional materials at the end of the document**.

Word Limits for each question are provided and any text beyond the limit will not be considered. When considering length of answers, focus on quality; respondents will not be penalized for shorter answers so long as they are responsive to the prompt and rubric. When crafting your answers, assume the interagency Narrative Reviewer team will only review this document, the Narrative-Based Policy Scoring tab of application workbook, and narrative-related attachments.

For context on how Narrative Scoring will be evaluated, please see the Narrative Rubric. The Rubric will be scored using the four categories outlined in the AHSC Round 9 Final Guidelines Section 111“Narrative-Based Policy Scoring (20 points)”. Both of these files are available on the [AHSC Guidelines page](https://sgc.ca.gov/grant-programs/ahsc/resources/guidelines.html).

* Climate Adaptation & Community Resiliency (7 points)
* Community Benefit & Engagement (6 points)
* Collaboration & Planning (4 points)
* Equity & Transformation (3 points)

Defined terms are **bolded** throughout the document. Refer to Appendix A in AHSC Round 9 Guidelines for complete definitions. More information on the AHSC program, along with other application materials, can be found at: <https://sgc.ca.gov/grant-programs/ahsc/>

## General Context

Information provided in this section and collected in the Narrative-Based Policy scoring tab in the Application workbook will help reviewers better understand the overall project. It is applicable to all Narrative Based Scoring sections.

1. Summary of AHSC Project: Narrative Reviewers will reference the summary applicants provide in the Project Overview tab of the Application workbook. *No response required.*
2. Is the **AHD site on** Tribal Land (Yes/No):
3. Was the **AHD** subject to CEQA streamlining or an exemption? (Yes/No):
	1. If yes, please cite the applicable Regulation/Legislation. Include any planning document the **AHD** relies on for streamlining consistency in the “Local Plans” document. *50 words maximum.*
	2. *Response:*
4. Is there currently, or has there been, a need for environmental remediation of the AHD site? (Yes/No):
	1. If yes, please provide a brief description of how it was (or will be) remediated. *50 words maximum.*
	2. *Response:*
5. (Optional) Beyond affordability, does the AHD include a specialized focus on an underserved population (tribal, family/family-style, senior, people with disabilities, formerly homeless, veterans, etc.)? If yes, please describe which population, and provide a brief list of the specific project features, amenities, or services designed to serve that group. *100 words maximum.*
	1. *Optional response:*

## Pre-AHSC Conditions

### Community Vision, Connection, and Leadership

Information provided in this section will inform scoring for “Community Benefits & Engagement” (Section 111 Narrative (b)).

Please describe the visioning, organizing, and engagement efforts that contributed to the conception and advancement of the **AHSC** **Project** prior to the creation of an **AHSC** application. Specifically address the **Applicant** team’s ties to the community, as well as the involvement of **Project Area** residents, local Community Based Organizations (CBOs), and other interested parties. Please also describe how engagement efforts took into consideration community and cultural context.

We recognize that some **Projects** may be approved by-right or are being proposed in communities that are not supportive of affordable housing or sustainable transportation projects. If this is relevant to your **Project**, please explain why pre-**AHSC** engagement was limited as well as efforts to compensate for this lack of involvement. *500 words maximum.*

***Response:***

### Local Planning Efforts

Information provided in Table 1 will inform scoring for “Collaboration and Planning” (Section 111 Narrative (c)). Applicants are required to provide a response to the first plan listed (“Analysis of fair housing in housing element”). Applicants should include additional plans, as well, with a focus on more localized/specific plans when possible. Required Attachment: “Local Plans”

Optional Prompt:If applicable to “Community Vision, Connection, and Leadership,” applicants can use this space to describe specific/significant planning-related local regulations, legislation, or policy changes, outside formal planning documents, that helped make the project possible. *100 words maximum.*

*Optional Response:*

**Table 1. Description of Local Plans**

|  |  |  |
| --- | --- | --- |
| **Type of Plan** | **Describe how the plan informs the AHSC project’s components. As applicable, explain how the proposed project helps implement the vision, goals or objectives set out in the Plan (bullet points or paragraph)** | **Name of plan and relevant page numbers referenced (link plan if available publicly)** |
| *REQUIRED*: Housing Element: Analysis of Fair Housing |   |   |
| Health and Environmental Justice Plan(s) |   |   |
| Land Use Plan (beyond housing element) |   |   |
| Transportation Plan(s) or Circulation Plan(s) |  |   |
| Capital Improvement Plan |  |  |
| Specific Plan or Community Plan |  |  |
| Climate Action Plan |   |   |
| Climate Adaptation Plan |   |   |
| Community Health Improvement Plan (CHIP) |   |   |
| Safety Element (e.g. Emergency and Evacuation Plan(s), Local Hazard Mitigation, Fire Safety Plan |  |  |
| Regional Housing Needs Allocation (RHNA) |  |  |
| Sustainable Communities Strategy (SCS) or Alternative Planning Strategy (APS) |  |  |
| CEQA Streamlining / Exemption: Planning Document relied upon for consistency  |  |  |
| Other (plans not listed above that influenced the project or engagement) |   |   |

## AHSC Proposal Development Process

### Collaboration with Project Partners

Information provided in this section will inform scoring for “Community Benefits and Engagement” (Section 111 Narrative (b)) and “Collaboration and Planning” (Section 107 Narrative (c)).

Describe how **Project** partners helped determine, refine, and finalize the **Project** components and **Programs** during proposal development. How did the **Applicant** and partners work together to identify, address, and balance the community’s needs and specific site needs? If applicable, describe efforts to compensate for a lack of **AHSC** process engagement. *500 words maximum.*

*Response:*

In Table 2, please list up to four (4) organization(s), group(s), and agencies involved in outreach, engagement, and/or co-creating and scoping the **Project’s** proposed components and **Programs**. These groups may include **Project Area** residents, Community Based Organizations (CBOs), local government agencies, etc. Please identify which components of the **AHSC Project** (i.e., **AHD**, **HRI**, **STI**, Anti-Displacement) were influenced by the work of each organization.

**Table 2. Organizational Engagement**

|  |  |  |
| --- | --- | --- |
| **Organization Name** | **AHSC Component?** | **How did this organization help shape the proposed AHSC-funded components** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

### Addressing Community Needs

Information provided in this section will inform scoring for “Community Benefits and Engagement” (Section 111 Narrative (b)). Required Attachments: “Community Engagement Tracker”; “Community Needs” Letter(s).

Summarize the most common themes and needs expressed during community engagement, as identified in the Community Engagement Tracker. Please explain how the **AHSC Project** proposal addresses these needs in a culturally sensitive manner, especially among the area’s most vulnerable populations. Themes may include climate adaptation and resiliency, public health, active transportation, transit, or other areas beyond the **AHD** component. Describe specific changes made to the **Project** design, components, or implementation team, as a direct result of feedback. *500 words maximum.*

*Response:*

### Mitigation Measures and Community Resiliency

Information provided in this section will inform scoring for “Climate Adaptation & Community Resiliency” (Section 111 Narrative (a)). Required Attachment: “Climate Adaptation Matrix”

The Climate Matrix is focused on assessing the impacts of climate and environmental hazards in the area around the **Affordable Housing Development** and how the **Applicant** factors these risks and impacts into project design. The Climate Matrix includes recommended data sources that forecast future climate impacts (heat, precipitation, wildfire, and sea-level rise) or document existing impacts (air pollution) that contribute to the vulnerability of the occupants of the development. Since these threats are often inter-related, applicants are encouraged to approach solutions in a holistic way.

Please elaborate why the selected adaptative measures were chosen for each of the applicable climate categories. Explain how the project meets the adaptation needs/specific climate risks of the project site and/or function to benefit the broader community. If applicable, note how the measures work together to reduce the climate risk categories or health concerns faced by the community. *500 words maximum.*

*Response:*

## Post-AHSC Implementation and Outcomes

### Future Benefits and Engagement

Information provided in this section will inform scoring for “Community Benefits and Engagement” (Section 111 Narrative (b)). Related Attachments: “Future Engagement.”

Describe plans for future or continued engagement and services (outreach for marketing plan, resident selection process, coordination to support first-time buyer programs or housing mobility strategies, resident empowerment, etc.) in the **Project Area** related to **AHSC**-funded work, if awarded. This engagement should focus on future **AHD** residents and if applicable, **Priority Populations** in the **Project Area** or surrounding **Low-Income Communities**. *300 words maximum.*

*Response:*

### Opportunity, Mobility, and Access

Information provided in this section will inform scoring for “Collaboration and Planning” (Section 107 Narrative (c)).

Most AHSC projects fund transportation improvements near the **Affordable Housing Development (AHD)**. How do the project’s proposed **STI** components improve the accessibility, connectivity, and mobility of the future residents of the **AHD** and nearby low-income households, especially people with limited mobility or disabilities? Cite sources (i.e. planning documents) as needed. *300 words maximum.*

*Response:*

### General Outcomes

#### Health

Information provided in this section will inform scoring for “Climate Adaptation & Community Resiliency” (Section 107 Narrative (b)) and “Equity & Transformation” (Section 107 Narrative (d)).

Summarize overall health-related hazards, concerns, and impacts faced by the residents of the AHD and broader community in the **Project Area**. What strategies across the project components, such as design elements, climate strategies, outreach and education components, etc. were implemented to mitigate potential health impacts of air pollution (Section 103.1(h)(6))? Elaborate on the programs or services offered, or key destinations and co-location of health-related facilities or services. Reference how the project will improve the Community Conditions identified in the Healthy Places Index. Answers should reflect health improvements to future AHD residents and community members of the Project Area. *300 words maximum.*

*What is the* ***AHD’s***[*Healthy Places Index (HPI) tool*](https://map.healthyplacesindex.org/?redirect=false) *percentile*:

*Response*:

#### Equity Summary

Information provided in this section will inform scoring for “Equity & Transformation” (Section 107 Narrative (d)).

SGC is committed to achieving racial equity in its operations, investments, and policy initiatives and to achieving its vision that: All people in California live in healthy, thriving, and resilient communities regardless of race. Read more in the [SGC Racial Equity Action Plan](https://sgc.ca.gov/initiatives/healthandequity/docs/20230814-SGC_Racial_Equity_Action_Plan.pdf).

Applicants are encouraged to embed equity throughout the narrative sections. Applicants may use this space to elaborate on and summarize the project’s approach to equity throughout the process of bringing the project to fruition. Responses should describe how the project address any of the following: race, socioeconomic status, disability, and health equity. *300 words maximum.*

*Response:*

#### Transformation

Information provided in this section will inform scoring for “Equity & Transformation” (Section 107 Narrative (d)).

The goal of the **AHSC Program** is to fund high-quality projects that catalyze transformative community change. Describe how your project goes beyond baseline AHSC requirements by piloting new or innovative approaches or policies, leveraging existing resources in a new way, or by shaping future projects in the nearby communities. *400 words maximum.*

*Response:*

## Supplemental Materials for Narrative:

The required materials for each section should be uploaded separately under the respective name for each upload. Applicants can find templates for required and optional materials on the[**AHSC Guidelines page.**](https://sgc.ca.gov/grant-programs/ahsc/resources/guidelines.html)

“Climate Adaptation Matrix”: Complete the Climate Adaptation Assessment Matrix with climate projections for the listed impacts and technical descriptions of adaptive measures to be employed. Provide the supporting documents as listed in the Climate Matrix (instructions in Climate Matrix).

* Cal-Adapt Report: Provide Cal-Adapt Local Climate Change Snapshot Report. See Climate Matrix Table 1 for instructions on how to generate.
* CalEnviroscreen 4.0 Map: Provide CalEnviroscreen 4.0 Map displaying the indicators of the AHD site. See Climate Matrix Table 1 for instructions on how to generate.
* BAM Floodplain: Provide BAM Floodplain Information Printout. See Climate Matrix Table 1 for instructions on how to generate.
* Fire Hazard Severity Zone: Provide a screenshot of the Fire Hazard Severity Zone of the AHD. See Climate Matrix Table 1 for instructions on how to generate.
* Wildfire Risk Tool: Provide a screenshot of the Wildfire Risk of the community around the AHD. See Climate Matrix Table 1 for instructions on how to generate.
* Cal-Heat Tool: Provide the Screenshot from the Cal-Heat Health Action Index. See Climate Matrix Table 1 for instructions on how to generate.
* **For Coastal Counties** **only:** OCOF Hazard Map:provide a screenshot of the Flooding and Maximum sea-level rise from the OCOF tool. See Climate Matrix Table 1 for instructions on how to generate.

“Green Building Status”: Provide signed letter from the project architect, energy analyst, and/or sustainability consultant stating the commitment to achieve green building status beyond State mandatory building code. Specify the Certification the AHD commits to. As available, applicants can list the adaptive measures from the Climate Matrix that are part of the of the preliminary score, prerequisite(s), and/or checklist for the Green Building status

“Community Engagement Tracker”: Provide additional information on events where community participation occurred in the Community Engagement Tracker template.

“Community Needs”: Letter(s) of support from local community-based, grassroots organization or Tribal health department/agency describing the community engagement process and how feedback from local residents was incorporated into the project.

“Future Engagement” (Optional): Submit supporting documentation to demonstrate future engagement with either a CBO or residents (i.e. any engagement plans, agreements, etc.).

“Local Plans”: Applicants should link the relevant plans as available in Table 1 under “Local Planning Efforts”. If a link not available, then applicants should provide a single pdf with the cover page of the plan and relevant pages of the plans referenced in the Local Planning Efforts Section.