
PROJECT PORTFOLIO

Bay Area Housing Internship Program (2018-2019)

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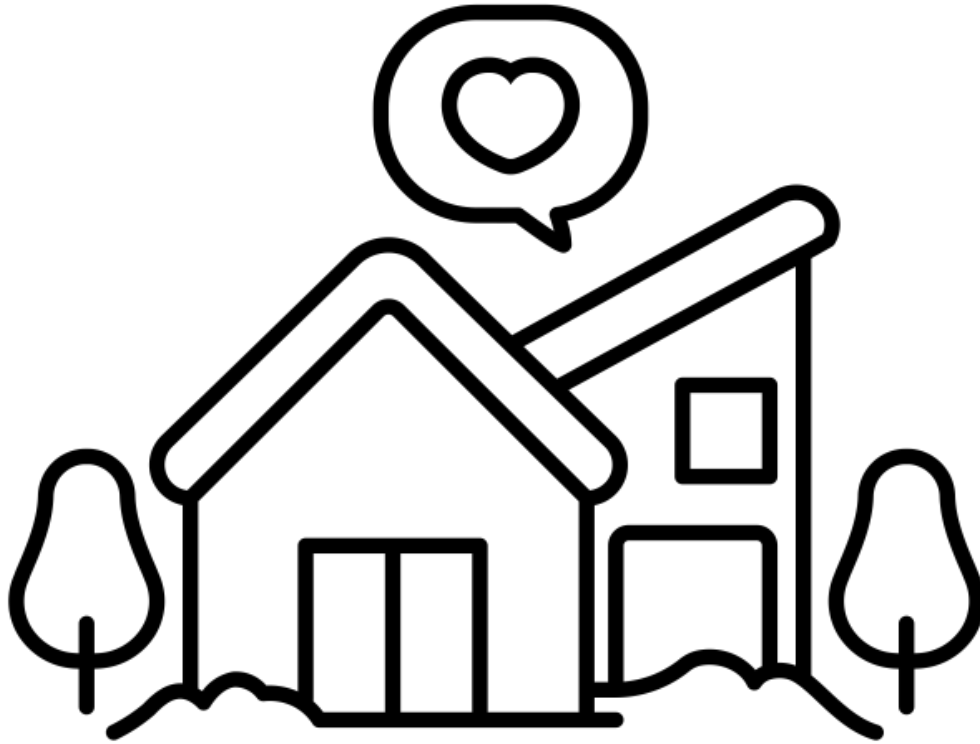


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INTRODUCTION

When you think about the affordable housing crisis in the Bay Area, what are the images or narratives that come to mind? There are distinct patterns of gentrification and displacement that are happening through out the Bay Area, and there are existing institutions that are seeking to protect and preserve communities where low-income individuals and families reside. The affordable housing crisis is being solved on different macro and micro level scales, such as at the State, Regional, and Local levels. However, the history of affordable housing and community development has not always been equitable and have excluded people of color from the decision making table. Luckily, there are an array of organizations that are seeking to be a part of a new movement that advocates for increased diversity, equity, and inclusion.



Twelve candidates were selected to join the first BAHIP cohort (2018-2019).

For example, Non-Profit Housing Association of Northern California launched the Bay Area Housing Internship Program (BAHIP) last Spring as an initiative to increase the number of people of color from low-income backgrounds to work within the affordable housing industry. This project portfolio will detail my experience in the program, and highlight ways in which my host agency helped me develop the project management skills necessary in the field of affordable housing.

My Host Agency

My host agency was Mission Economic Development Agency (MEDA).

MEDA's mission is to strengthen low- and moderate-income Latino family by promoting economic equity and social justice through asset building and community development.

I worked in the Community Real Estate (CRE) Department as a Project Assistant on three New Construction Projects under the Large Sites program.

1. Casa Adelante 2060 Folsom
2. 1296 Shotwell Senior Housing
3. 2205 Mission Street

COMMUNITY REAL ESTATE*

Preservation and production of affordable housing

$$\begin{array}{rcl} 177 & \text{SMALL SITES UNITS} & \\ + & 439 & \text{RAD UNITS} \\ + & 557 & \text{NEW CONSTRUCTION} \\ \hline = & 1,173 & \text{UNITS IN THE PIPELINE*} \end{array}$$



*since start of program in 2014

Image Source: <https://medasf.org/about/annual-reports/>

Case Adelante 2060 Folsom

Description of project:

- Development Phase: In Construction
- Address: 17th and Folsom Street San Francisco, CA 94103
- 2060 Folsom will provide 127 affordable units for families at 30-60% of AMI and Transitional Age Youth (TAY). There will be 3 commercial tenants on the ground floor to provide residents with birth-to-career services.



Image source: <https://medasf.org/programs/community-real-estate/2060-folsom/>

Major Project Tasks I worked on:

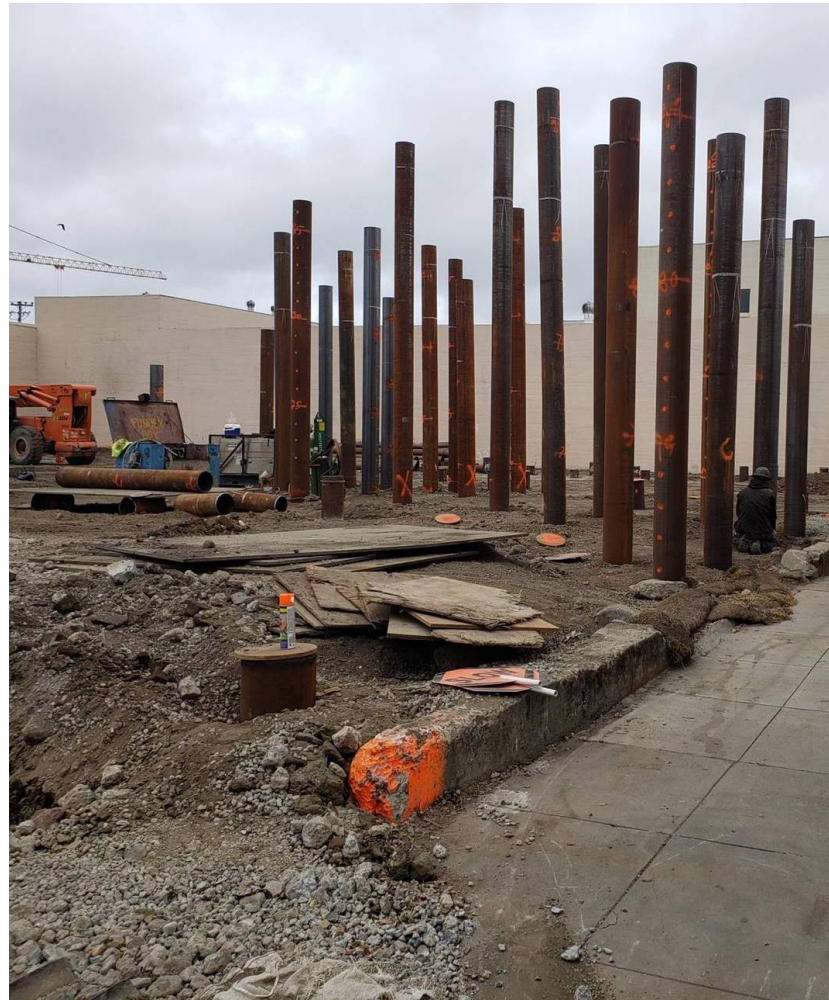
- Completed a Construction Loan Closing
- Coordinated a Groundbreaking Ceremony
- Worked on submitting an Affordable Housing Program (AHP) application
- Submitted BOE Forms for Welfare Exemption

Architects on this project: MITHUN & Y.A. Studio

General Contractor on this project: James E. Robert Obayashi Corporation.

Commercial tenants: PODER and Good Samaritan

2060 Folsom Project Photos



1296 Shotwell Senior Housing

Description of project:

- Development Phase: In Construction
- Address: 1296 Shotwell Street San Francisco, CA 94110
- 1296 Shotwell will provide 94 affordable units for Seniors at 50% of AMI and homeless units funded through Continuum of Care.



Image source: <https://medasf.org/programs/community-real-estate/1296-shotwell-street-affordable-senior-housing-in-the-mission/>

Major Project Tasks I worked on:

- Submitted Shelter Plus Care Application (Continuum of Care)
- Kept track of the Master Budget spreadsheet
- Created drafts for Marketing and Lease up materials
- Secured contracts with consultants such as ANI and Jatagan

Architects on this project: HCLA

General Contractor on this project: Cahill

1296 Shotwell Project Photos



2205 Mission Street

Description of project:

- Development Phase: Pre-development
- Address: 18th and Mission
- 2205 Mission will provide 63 affordable BMR units as MEDA's first homeownership program. This building will serve individuals and families within 80-120% of AMI.



Image source: <https://tinyurl.com/yym7oqg9>

Major Project Tasks I worked on:

- Worked on the NSIF grant application
- Coordinated a Community Meeting
- Submitted LIIF draws, and processed invoices/check requests
- Secured contracts with consultants (e.g., consultants for Wind and Transportation studies)

Architects on this project: Gelfand Partner Architects

General Contractor on this project: Cahill

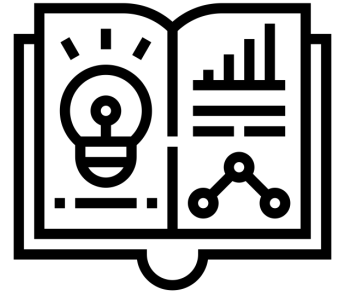
Commercial tenants: Dance Mission Theater and Mission Neighborhood Centers, Inc.

2205 Mission Project Photos





Technical skills learned



Technical Skills Learned	2060 Folsom	1296 Shotwell	2205 Mission
Financial Pro Forma Competency	Y	Y	Y
Financial Application Competency	Y	Y	Y
Community Engagement and Leadership	Y	Y	Y
Design and Project Approval Process Competency	Y	Y	Y
Loan Closing Competency	Y	N	N

Professional Development Opportunities

Participated in the following:

- CCRH Summer Training Institute at UC Davis
- NPH Conference
- Workshop at Satellite Central, an affordable housing property built and operated by Satellite Affordable Housing Associates (SAHA) , and Walking Tour of Central Oakland Affordable Housing Properties
- BAHIP /Rural West Mid-Winter Retreat
- Attended the CAHR Distinguished Speaker Event with Dr.Ed Goetz
- NPH Brown Bag Trainings



Image source: <https://tinyurl.com/y3dj95ow>

WORDS OF GRATITUDE

I would like to start off by thanking Matt Huerta and Peggy Lee, and everyone at NPH who supported the Bay Area Housing Internship Program. This program has given me the opportunity to give back to communities that need affordable housing.

I'm especially grateful for everyone I got to meet and work closely with in the Community Real Estate department and other departments at MEDA. I would like to thank Karoleen, the Director of Community Real Estate. I would also like to thank my supervisors I worked with at MEDA, Elaine Yee, Serena Li, and Feliciano Vera. Working at MEDA was a great learning experience and prepared me for a career as a future project manager in the affordable housing industry.

"Cities have the capability of providing something for everybody, only because, and only when, they are created by everybody."

Jane Jacobs