

San Francisco Bay Area Regional Prosperity Plan
Consortium Agreement
Effective March 15, 2012, to March 14, 2015

A. Background

The Bay Area Regional Prosperity Plan (Prosperity Plan) is a three-year initiative funded by a \$5 million grant from the U.S. Department of Housing and Urban Development (HUD) Sustainable Communities Partnership Program to the Metropolitan Transportation Commission (MTC) and the Association of Bay Area Governments (ABAG). The Prosperity Plan will build on and implement regional initiatives such as the FOCUS¹ program and Plan Bay Area². The Prosperity Plan will be implemented between March 15, 2012, and March 14, 2015.

B. Purpose

The purpose of this agreement is to outline a common understanding for all signatories of the goals of the project; its governance structure; benefits for becoming a signatory; roles and responsibilities of Consortium members; and terms of their membership.

C. Goals of the Project

The Prosperity Plan project will strive to achieve the following key goals:

- Develop a regional framework that promotes economic development opportunities for low- and moderate-skilled workers in the region.
- Implement pilot projects that demonstrate successful approaches for expanding economic opportunities for low- and moderate-skilled workers.
- Provide resources, tools and best practices to promote affordable housing production and preservation in transit-served and disadvantaged communities.
- Develop a regional framework for addressing displacement of low-income residents and small businesses in at-risk communities.
- Meaningfully engage under-represented communities as well as non-profit partners, community leaders, local jurisdictions, regional agencies, business groups, education institutions, labor organizations, and philanthropic entities in planning, implementation and decision-making.
- Build institutional and organizational capacity among partners and stakeholders at the local, sub-regional and regional level to sustain the work beyond the term of this grant program.

D. Governance Structure

The Consortium will represent a broad range of residents, businesses, public agencies, and community organizations in the nine-county Bay Area. The Consortium will include members from public, private and non-profit sectors representing diverse perspectives such as affordable housing, economic and workforce development, labor, equity, philanthropy, transportation, and land use, among others.

The Consortium will be governed by a Steering Committee, which will guide the overall project. Three working groups will implement the work plan. MTC and ABAG staff, in collaboration with a Joint Projects Team will administer the program and facilitate the work of the Steering Committee and the three working groups.

¹ FOCUS program is a development and conservation strategy that promotes a more compact land use pattern for the Bay Area.

² Plan Bay Area presents a coordinated land use, housing and transportation plan for the Bay Area.

Membership and roles for working groups and the Steering Committee are described below. Co-chairs of the three working groups are rotated each year. Any member of the Consortium can be nominated to be a co-chair.

- **Economic Prosperity Working Group (EPWG)** – is composed of non-profit and community-based organizations, labor and business groups, and economic development and workforce training agencies. The EPWG will provide oversight on the economic prosperity work plan, direct technical research and analysis, conduct additional outreach, and develop guidelines for pilot projects. The EPWG has three co-chairs, representing the public, community-based organization, and other non-profit organization sectors.
- **Housing Working Group (HWG)** – is composed of non-profit and community-based organizations, housing authority staff, and tenant rights groups. The HWG will provide oversight on the housing the workforce work plan, direct technical research and analysis, conduct additional outreach, and develop guidelines for pilot projects. The HWG also has three co-chairs, representing the public, community-based organization, and other non-profit organization sectors.
- **Equity Collaborative (EC)** – is composed of non-profit and community-based organizations that represent under-represented and disadvantaged communities throughout the region. The EC will coordinate outreach, engagement and capacity-building activities that complement the work of the other two working groups. The EC has two co-chairs, representing the community-based organization and other non-profit organization sectors.
- **Steering Committee** – is composed of MTC Commissioners, ABAG Board members, community-based organizations, philanthropic organizations, and co-chairs of the three working groups. The Steering Committee will provide oversight on the overall project, develop recommendations on sub-grants and pilot projects for approval by MTC, oversee an extensive community engagement process, and explore future funding opportunities. The Steering Committee will operate on a consensus-based approach for decision-making.
- **Joint Projects Team (JPT)** – is composed of co-chairs of each of the three working groups as well as MTC and ABAG staff. The JPT will coordinate the work of the three working groups and support the Steering Committee. The JPT will also take the lead on implementing the Fair Housing and Equity Assessment, Regional Displacement Strategy and Affordable Housing Funding Strategy.

E. Member Benefits

Consortium members will be eligible for the following benefits during the course of the grant program:

- **Eligibility for Sub-Grants** – Only Consortium members are eligible to receive sub-grants through the Prosperity Plan project. Membership to the Consortium is open to all eligible entities at any time. If an entity is not yet a member of the Consortium, they may apply for sub-grants through the project, but must become a signatory to the Consortium Agreement before receiving funding. Potential applicants are encouraged to become a Consortium member before applying for a sub-grant.
- **Shape the Regional Plan** – Consortium members will have the unique opportunity to help shape the Regional Prosperity Plan. Working group members will develop principles for funding solicitations, oversee technical analysis, and guide outreach and engagement of stakeholders and under-represented communities. Steering Committee members will oversee the project and develop recommendations to MTC and ABAG boards and commissions for approval.
- **Access to Tools, Models, Data and Best Practices** – The Prosperity Plan will fund a range of pilot projects and technical studies that will generate new data, analysis and best practices. While this information will be made public once the project is complete, Consortium members will have access to this information during the course of the Prosperity Plan project.

- **Access to Technical Assistance and Training** – The Sustainable Communities Partnership Program at HUD will provide technical assistance and training opportunities on affordable housing, transportation, economic and workforce development, equity, partnership development, and federal funding opportunities throughout the grant program. Only Consortium members will have access to these opportunities in the Bay Area.
- **Preferred Sustainability Status (PSS) Certification** – HUD has designated the San Francisco Bay Area as a “Preferred Sustainable Community” under its Sustainable Communities Grant Program in 2011. This qualifies prospective eligible applicants in the region to be awarded two bonus points in HUD-specified funding competitions. To qualify for these bonus points, applicants must be certified by MTC. PSS status is also considered by the US Environmental Protection Agency and the US Department of Transportation in select grant programs.

F. Roles and Responsibilities of Members

Signatories of this Consortium Agreement will be considered members of the Consortium. Such members must actively participate in implementing the Prosperity Plan project. Specific responsibilities of the members may include but are not limited to:

- **Participating in Working Group and Steering Committee Meetings** – Each of the three working groups will meet once every month over the course of the Prosperity Plan project. In addition, the Steering Committee will meet every other month over the course of the project. Consortium members must make every effort to participate in scheduled meetings of the working groups and, as needed, the Steering Committee.
- **Reviewing Key Deliverables and Providing Feedback** – Over the course of the Prosperity Plan project, the working groups and the JPT will develop recommendations for a range of deliverables. Consortium members are expected to review and provide input on these deliverables to the respective working groups.
- **Sharing Knowledge and Best Practices** – The Prosperity Plan will provide more than \$3 million in sub-grants to public agencies and community organizations to implement pilot projects. Consortium members who receive funding through sub-grants must share lessons learned with other members of the Consortium, through the respective working groups. Consortium members who may not have received funding through the Prosperity Plan are also expected to share best practices and models with members of the working groups.
- **Leveraging Resources** – While the Prosperity Plan will provide more than \$5 million over three years to promote affordable housing, economic development and equity in Bay Area communities, this funding will support only a handful of the eligible projects in the region for a limited time. Consortium partners are expected to support the Prosperity Plan project with additional resources (cash and/or in-kind) and work with other members to secure long-term funding for on-going implementation of recommendations that were developed through the Prosperity Plan.
- **Supporting Outreach and Engagement** – Consortium members should support outreach activities of the project including, disseminating information about the project, building support for program activities, and exploring opportunities to build capacity in the region to continue the work beyond the timeframe of the grant program.
- **Designating a Point of Contact** - Consortium members will designate a point person within their organization who will serve as the primary contact for the project and who will be responsible for communicating the activities of the Consortium to their organization and constituents. If the point of contact changes, the Consortium member must provide MTC and ABAG staff with the new contact information.

G. Terms of Membership

Membership to the Consortium will be guided by the following considerations:

- **Expansion of Consortium Membership** – Any eligible entity may join the Consortium at any time. Eligible entities include but are not limited to: non-profit partners, community organizations, local jurisdictions, regional agencies, business groups, education institutions, labor organizations, and philanthropic entities.
- **Changes to Membership Terms** – The Steering Committee may, in consultation with Consortium members, elect to change the terms of membership at any time by providing written notification of any changes to Consortium members.
- **Duration of Consortium Agreement** – This agreement shall remain in force for the duration of the Prosperity Plan project, which is expected to end on March 14, 2015.
- **Termination of Consortium Agreement** – Any member may, at any time, provide written notice to MTC and ABAG staff of their intent to leave the Consortium. This will result in the termination of any benefits due to membership in the Consortium.

H. Staff Contacts

For information about how to join the Consortium, or for questions about any of the provisions outlined in this Consortium Agreement, please contact the following MTC staff:

Vikrant Sood
Program Manager
vsood@mtc.ca.gov
510-817-5828

Chelsea Guerrero
Regional Prosperity Plan Intern
cguerrero@mtc.ca.gov
510-817-5867

I. Signature

This document will be signed by a representative of the organization who has the authority to enter into an agreement on behalf of that entity. By signing this Consortium Agreement, you agree to join the San Francisco Bay Area Regional Prosperity Plan Consortium.

EXECUTED as of (date):

Primary Point of Contact:

Name (Please Print)

Name (if different)

Title

Title

Signature

Phone Email

Name of Organization, Municipality or County

Mailing Address