

	Outreach	Support and Other Products	Existing Housing Element Review	Housing Needs	Constraints Analysis	Sites Inventory
July	<ul style="list-style-type: none"> ■ Begin Spanish EAG meetings ■ Continue EAG in-language meeting planning ■ Continue collecting housing stories ■ Complete short HEU videos in multiple languages ■ Complete LTH Countywide summaries ■ Begin Topic-Focused Workshop Planning 	<ul style="list-style-type: none"> ■ Develop AFFH scope ■ Hire AFFH specialist 	<ul style="list-style-type: none"> ■ Pre-summary based on interviews to assist final Housing Element and work plan (<i>please get edits and comments back</i>) 	<ul style="list-style-type: none"> ■ Complete countywide needs narrative ■ Complete local narratives of housing needs ■ Complete bulleted list of key facts 	<ul style="list-style-type: none"> ■ Develop constraints template and instructions 	<ul style="list-style-type: none"> ■ Complete one-on-one review of scenario analysis results ■ Request for inventory data ■ Share Middle Housing Best Practices report ■ ADU Guidance Memo
August	<ul style="list-style-type: none"> ■ Continue in-language meetings and outreach ■ Continue collecting housing stories ■ Continue Topic-Focused Workshop Planning 	<ul style="list-style-type: none"> ■ Begin update of AFFH assessment 			<ul style="list-style-type: none"> ■ Develop countywide non-governmental constraints data and narrative ■ Collect governmental constraints and other data from jxs 	<ul style="list-style-type: none"> ■ Begin one-on-one meetings re: sites inventories
September	<ul style="list-style-type: none"> ■ Continue in-language meetings and outreach ■ Edit together housing stories ■ Launch Topic-Focused Workshop series 				<ul style="list-style-type: none"> ■ Develop local narratives and draft constraints sections 	<ul style="list-style-type: none"> ■ Complete one-on-one meetings re: sites inventories ■ Assist with draft site inventory and write-up

■ **Base Everyone!**

■ **Getting Started (Initial Sites Analysis)** Everyone *except* Belmont, San Carlos and San Mateo City

■ **Foundations (Element Evals, Housing Needs, Constraints)** Everyone *except* Redwood City, San Carlos, San Mateo County, Woodside

■ **Full Package (All the Above + More)** Includes Atherton, Brisbane, Burlingame, Daly City, EPA, Foster City, HMB, Hillsborough, Menlo Park, Millbrae, Pacifica, Portola Valley, San Bruno, SSF