



March 9, 2022

Sally Chan
Controller's Office
Sally.chan@sfgov.org

Dear Sally,

The letter below clarifies the City and County of San Francisco Department of Homelessness and Supportive Housing's ("HSH") understanding of terms and timelines for the \$5.6 million grant from SB-129 Budget Act of 2021 (Sec 19.56 (b) (209)).

1. Grant and Project Timeline

The timeline below reflects the overall timeline of the \$5.6 million grant that HSH was awarded by HCD, including the HCD Grant Disbursement timeline, HSH Grant Expenditure timeline, and key dates related to the Bayview VTC.

- a. HCD Grant Disbursement Timeline
 - i. Start Date: Upon HCD Approval
 - ii. End Date: June 30, 2022
- b. HSH Grant Expenditure Timeline
 - i. Start Date: July 1, 2021
 - ii. End Date: June 30, 2026

DATE	ACTION
July 1, 2021	FY21-22 State Budget Effective Date
September 30, 2021	FY21-22 Budget Act Approved
October 1, 2021	FY21-22 Budget funds available for distribution
October 14, 2021	HCD Award Letter Received by HSH
October 19, 2021	San Francisco Board of Supervisors Approval of Sublease Terms for Bayview Vehicle Triage Center
October 21, 2021	State Lands Commission Approval of Bayview Vehicle Triage Center Sublease
October 2021 – June 2022	HSH Accept and Expend Legislative Process for \$5.6 million HCD grant
January 2022	Program Opens with Phase 1 Capacity
Upon HCD Approval of Standard Agreement - June 30, 2022	HCD disbursement deadline for \$5.6 million grant
July 1, 2021 – June 30, 2026	HSH Grant Expenditure Timeline



DEPARTMENT OF
HOMELESSNESS AND
SUPPORTIVE HOUSING

Shireen McSpadden, Executive Director



London Breed, Mayor

2. **Award Letter**

The HCD award letter received by HSH on October 14, 2021 states that work cannot begin pending an executed contract with HCD. This letter confirms that upon HSH executing a standard agreement with HCD and finalizing a Scope of Work, HSH is authorized to reimburse eligible costs reflected in the Scope of Work incurred as of July 1, 2021.

3. **Compliance Requirements**

There is no state guidance or requirements regarding interest accrued on the \$5.6 million grant for the Bayview VTC as this is within the local jurisdictions authority to determine. HSH will credit any interest earned to the General Fund Unallocated Revenues, per San Francisco's Annual Appropriation Ordinance (Sec 12.2).

If you have any questions or concerns, please don't hesitate to reach contact me at lisa.agustin@sfgov.org.

Sincerely,

Lisa Agustin
Fiscal Director
Department of Homelessness and Supportive Housing