



October 15, 2015

Carmen Chu, Assessor-Recorder  
San Francisco County  
1 Dr. Carlton B. Goodlett Place, City Hall, Room 190  
San Francisco, CA 94102-4698

Dear Ms. Chu:

The Department of Finance is pleased to inform you that your county has been selected to participate in the State-County Assessor's Partnership Agreement Program (SCAPA). Provided that your county meets the minimum statutory requirements and that you wish to continue in the SCAPA, your participation will be automatically renewed in each of the next two fiscal years, provided funding is appropriated in the respective Budget Acts.

Pursuant to Revenue and Taxation Code Section 95.5, Finance will notify the State Controller's Office (SCO) to remit a 2014-15 funding amount of \$300,000 to your office, \$460,000 for 2015-16, and \$525,000 for year 2016-17. We will make this notification to the SCO no later than October 22, 2014.

Please remember that on April 15, 2015 and September 15, 2015, and each subsequent April and September 15th, each participant is required to provide Finance a report detailing the matching funds, uses of the grant funds, and the results of the funding. Finance will develop reporting templates for each reporting period.

Reporting requirements, forms, as well as other information and updates regarding the SCAPA can be found at: <http://www.dof.ca.gov/SCAPP/>.

If you have any additional questions regarding your award or the SCAPA, please feel free to contact Chris Hill or Derk Symons at (916) 445-1546.

Sincerely,

JUSTYN HOWARD  
Acting Program Budget Manager