

File No. 260453

Committee Item No. 9

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date May 27, 2026

Board of Supervisors Meeting Date _____

Cmte Board

- | | | |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| | | • HSA Letter 3/27/2026 |
| | | • MYR Memo 4/28/2026 |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Notice of Award/Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

- | | | |
|-------------------------------------|--------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Refugee Coordinator Letter No. 25-05 9/4/2025</u> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>HSA Statement on Retroactivity 5/22/2026</u> |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
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| <input type="checkbox"/> | <input type="checkbox"/> | _____ |

Completed by: Brent Jalipa Date May 21, 2026

Completed by: Brent Jalipa Date _____

1 [Accept and Expend Grant - Retroactive - Federal Office of Refugee Resettlement through the
2 California Department of Social Services - Housing Assistance for Ukrainians (HAU) - San
3 Francisco - \$1,772,856]

4 **Resolution retroactively authorizing the Human Services Agency to accept and expend**
5 **from the Federal Office of Refugee Resettlement for participation in a program, entitled**
6 **“Housing Assistance for Ukrainians (HAU) - San Francisco,” a grant increase in the**
7 **amount of \$300,000 for a total amount of \$1,772,856 for the period of October 1, 2021**
8 **through September 30, 2026.**

9
10 WHEREAS, The California Department of Social Services (CDSS) Refugee Programs
11 Bureau (RPB), using Federal Fiscal Year (FFY) 2023 Additional Ukraine Supplemental
12 Appropriations Act (AUSAA) funds provided by the Federal Office of Refugee Resettlement
13 (ORR), has developed the Housing Assistance for Ukrainians (HAU) Program, to support the
14 transition of recent Ukrainian newcomers to long-term housing in California; and

15 WHEREAS, CDSS issued a funding revision, dated September 4, 2025, notifying the
16 City and County of San Francisco of its grant award dollar amount of \$1,772,856, multi-year
17 grant period dates of October 1, 2021 through September 30, 2026, and instructions to
18 adhere to the terms and conditions of HAU grant funds; and

19 WHEREAS, The Human Services Agency (HSA) intends to utilize these grant funds
20 towards the provision of direct housing assistance to currently housed eligible Ukrainian
21 populations and other non-Ukrainian individuals displaced from Ukraine; and

22 WHEREAS, HSA will not use these funds to supplant existing funds paying for current
23 services; and

24 WHEREAS, The grant does not require an ASO amendment; and
25

File Number: 260453
(Provided by Clerk of Board of Supervisors)

Grant Resolution Information Form
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Housing Assistance for Ukrainians (HAU)
2. Department: Human Services Agency (HSA)
3. Contact Person: Celia Pedroza Telephone: 628-328-1209
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$1,772,856
6. a. Matching Funds Required: \$0
b. Source(s) of matching funds (if applicable):
7. a. Grant Source Agency: The Federal Office of Refugee Resettlement (ORR)
b. Grant Pass-Through Agency (if applicable): California Department of Social Services (CDSS)
8. Proposed Grant Project Summary: This Grant is to provide housing assistance services to ORR-eligible Ukrainian populations and other non-Ukrainian individuals displaced from Ukraine.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: October 1, 2021 End-Date: September 30, 2026
10. a. Amount budgeted for contractual services: \$1,772,856
b. Will contractual services be put out to bid? Budget to be added to existing contract
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? Yes
d. Is this likely to be a one-time or ongoing request for contracting out? One-time
11. a. Does the budget include indirect costs?
 Yes No
b. 1. If yes, how much?
b. 2. How was the amount calculated?
c. 1. If no, why are indirect costs not included?
 Not allowed by granting agency To maximize use of grant funds on direct services
 Other (please explain):
c. 2. If no indirect costs are included, what would have been the indirect costs? The grantor might have permitted 15% (\$265,928) for indirect costs, based on prior grants this grantor has issued. Indirect costs are covered by HSA General Fund budget.

12. Any other significant grant requirements or comments: CDSS reallocated an additional \$300,000 from FFY 2023 AUSAA funding. Original HAU grant award of \$1,472,856 accepted via Resolution No. 332-24 in FY23-24.

We respectfully request approval to accept and expend these funds retroactive to October 1, 2021. The Department received the grant award of \$1,772,856 on September 4, 2025, for the period of October 1, 2021, to September 30, 2026.

The grant does not require an ASO amendment.

Department ID: 149673
Proposal ID: CTR00003804
Fund ID: 12960
Project ID: 10040600
Project Description: HS PA Refugee HAU Program
Activity ID: 0001
Authority ID: 10001
Version ID: V101
Amount: \$300,000

****Disability Access Checklist***(Department must forward a copy of all completed Grant Information Forms to the San Francisco Office on Disability and Accessibility)**

13. This Grant is intended for activities at (check all that apply):

- | | | |
|--|---|---|
| <input type="checkbox"/> Existing Site(s) | <input type="checkbox"/> Existing Structure(s) | <input checked="" type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s) | <input type="checkbox"/> New Program(s) or Service(s) |
| <input type="checkbox"/> New Site(s) | <input type="checkbox"/> New Structure(s) | |

14. The Departmental ADA Coordinator have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available as needed in a timely manner in order to ensure communication access;
3. Ensuring that all digital content including websites conforms to the Digital Accessibility and Inclusion Standard.
4. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

Departmental ADA Coordinator:

M'kia Mccright

(Name)

Manager III

(Title)

3/25/2026

Date Reviewed: _____

DocuSigned by:


 (Signature Required)

Department Head or Designee Approval of Grant Information Form:

Trent Rhorer

(Name)

Executive Director

(Title)

3/23/2026

Date Reviewed: _____

DocuSigned by:


 (Signature Required)

	A	B	C	D	E
1	HUMAN SERVICES AGENCY BUDGET SUMMARY BY PROGRAM				
2					
3					
4					
5					
6	Program: Housing & Resource Center for Ukrainians				
7					Total
8	Program Term	10/01/2021 - 09/30/2024	10/01/2024- 09/30/2025	10/01/2025- 09/30/2026	10/01/2021- 09/30/2026
9	Expenditures				
10	Salaries & Benefits	\$96,772	\$106,512	\$80,213	\$283,497
11	Operating Expense	\$11,597	\$17,526	\$13,991	\$43,114
12	Subtotal	\$108,369	\$124,038	\$94,204	\$326,611
13	Indirect Percentage (%)	15%	17%	15%	16%
14	Indirect Cost (Line 16 X Line 15)	\$16,310	\$20,951	\$14,131	\$51,392
15	Direct Client Pass-Thru	\$699,630	\$495,702	\$199,521	\$1,394,853
16	Total Expenditures	\$824,309	\$640,691	\$307,856	\$1,772,856
17	HSA Revenues				
18	RCL 25-05 Grant	\$824,309	\$640,691	\$307,856	\$1,772,856
19					
20					
21					
22					
23					
24					
25					
26	TOTAL HSA REVENUES	\$824,309	\$640,691	\$307,856	\$1,772,856
27	Other Revenues				
28					
29					
30					
31					
32					
33	Total Revenues	\$824,309	\$640,691	\$307,856	\$1,772,856
34					
35					
36	The entire budget of \$1,772,856 is pass through the subrecipient MISSION NEIGHBORHOOD CENTERS.				
37					

	A	B	C	D	E	F
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10			10/01/2021 - 09/30/2024	10/01/2024- 09/30/2025	10/01/2025- 09/30/2026	
11		Agency Totals	HSA Program	HSA Program	HSA Program	TOTAL
12	POSITION TITLE	Annual Full Time Salary for FTE	Budgeted Salary	Budgeted Salary	Budgeted Salary	10/01/2021-09/30/2026
13	Housing & Resource Specialist/ Housing Case Manager	\$70,720	\$60,773	\$53,037	\$46,872	\$160,682
14	Homelessness Prevention Specialist/ Housing Case Manager	\$74,880	\$15,640	\$23,767	\$9,360	\$48,767
15	Program Director	\$131,914	\$1,828	\$145	\$0	\$1,973
16	Program Manager	\$104,998	\$0	\$3,340	\$751	\$4,091
17	Senior Accountant	\$99,840	\$0	\$8,573	\$3,162	\$11,735
18						
19						
20						
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24						
25						
26						
27						
28						
29	TOTALS	\$482,352	\$78,241	\$88,862	\$60,145	\$227,248
30						
31						
32	EMPLOYEE FRINGE BENEFITS		\$18,531	\$17,650	\$20,068	\$56,249
33						
34						
35	TOTAL SALARIES & BENEFITS		\$96,772	\$106,512	\$80,213	\$283,497
36						

Operating Expense Detail

Expenditure Category	TERM	10/01/2021 - 09/30/2024	10/01/2024- 09/30/2025	10/01/2025- 09/30/2026	TOTAL 10/01/2021- 09/30/2026
Rental of Property		\$5,637	\$7,500	\$5,625	\$18,762
Utilities(Elec, Water, Gas, Phone, Garbage)		\$646	\$2,811	\$2,340	\$5,797
Office Supplies, Postage		\$1,800	\$1,424	\$950	\$4,174
Building Maintenance Supplies and Repair		\$1,914	\$4,088	\$3,801	\$9,803
Printing and Reproduction		\$285	\$52	\$0	\$337
Insurance		\$342	\$1,100	\$675	\$2,117
Staff Training		\$111	\$0	\$0	\$111
Staff Travel-(Local & Out of Town)		\$460	\$114	\$200	\$774
Food Supplies		\$69	\$437	\$400	\$906
Janitorial Services & Supplies		\$333	\$0	\$0	\$333
Program Supplies		\$0	\$0	\$0	\$0
Office Equipment		\$0	\$0	\$0	\$0
CONSULTANT/SUBCONTRACTOR DESCRIPTIVE TITLE					\$0
					\$0
					\$0
					\$0
					\$0
OTHER					\$0
					\$0
					\$0
					\$0
					\$0
TOTAL OPERATING EXPENSE		\$11,597	\$17,526	\$13,991	\$43,114

September 4, 2025

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

REFUGEE COORDINATOR LETTER NO. 25-05

This letter provides updated guidance to counties in serving Ukrainian populations who are eligible to receive federal Office of Refugee Resettlement (ORR) benefits for a housing and utility support program.



JENNIFER TROIA
DIRECTOR

CALIFORNIA HEALTH & HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



GAVIN NEWSOM
GOVERNOR

September 4, 2025

REFUGEE COORDINATOR LETTER NO. 25-05

TO: COUNTY WELFARE DIRECTORS
COUNTY FISCAL OFFICERS
COUNTY REFUGEE COORDINATORS

SUBJECT: UPDATED PROGRAM GUIDANCE AND REVISED FUNDING
ALLOCATIONS FOR THE HOUSING ASSISTANCE FOR
UKRAINIANS (HAU) PROGRAM

REFERENCE: [REFUGEE COORDINATOR LETTER \(RCL\) 23-03](#), [RCL 23-03E](#),
[RCL 24-05E](#)

The purpose of this letter is to inform counties about the updated HAU program end date, revised funding allocations, and the updated invoicing process. These updates supersede the guidance provided in [RCL 23-03](#), [RCL 23-03E](#) and [RCL 24-05E](#).

Note: Program eligibility requirements remain the same.

HAU Program End Date

Effective from the date of this letter, the HAU application deadline has been extended through December 31, 2025. No new applications are to be accepted after December 31, 2025.

Although no new applications can be accepted after this updated end date of December 31, 2025, payments and services may continue for eligible applicants who apply for the HAU program on or before December 31, 2025. For these applicants who are accepted on or before the December 31, 2025 end date, services may continue until June 2026, or until the \$10,000 cap per household is reached, or unless applicants reach the maximum six months of assistance as it is described in Refugee Coordinator Letter [\(RCL\) 23-03](#), or until funds are fully expended, whichever comes sooner.

Revised Funding Allocations

The Refugee Programs Bureau (RPB) has revised funding allocations to the HAU program.

RPB identified a total of \$3,300,000 unspent from FFY 2023 AUSAA funding. Out of the \$3,300,000, RPB is reallocating \$2,100,000 to counties that demonstrated continued housing assistance need in their eligible Ukrainian communities. The new total HAU funding amount is \$21,542,724 and includes both FFY 2022 and FFY 2023 AUSAA funding. The allocation table below reflects the new updated funding allocations.

The updated grant period for the funding is October 1, 2021, to September 30, 2026. Please refer to the new allocation table below.

Updated Invoice Process

The RPB has consolidated invoice processing among the three RPB sections which include Operations, Program & Policy and Quality Assurance and Training Engagement Sections. As part of this consolidation of various operational procedures, the Operations Section will now take the lead in processing invoices across the entire bureau.

Quarterly invoicing for all RPB programs including HAU should now be sent to cdssrpbinvoices@dss.ca.gov with hau@dss.ca.gov copied in the correspondence.

For questions regarding this letter, please contact Nazia Ali, Chief, Quality Assurance and Training Engagement Section and State Refugee Housing Coordinator at Nazia.Ali@dss.ca.gov or Analee Villalpando, Housing Specialist, at Analee.Villalpando@dss.ca.gov.

Sincerely,

Original Document Signed By

ABDI ABDILLAHI, Chief
Refugee Programs Bureau

Attachment:

cc: County Welfare Directors Association (CWDA)

**Housing Assistance for Ukrainians (HAU) Program
Federal Fiscal Year (FFY) 2022 and 2023**

\$21,542,724

**(Catalog of Federal Domestic Assistance (CFDA) No. 93.566
Refugee Assistance - State Administered Programs)**

(Grant Period - October 1, 2021, through September 30, 2026)

Total HAU Program County Allocations

County	Grant Number	FFY 2022	FFY 2023	TOTAL
Alameda	HAU2023-01	\$ 99,651	\$ 881,589	\$ 981,240
Los Angeles	HAU2023-02	\$ 4,756,962	\$ 3,543,038	\$ 8,300,000
Orange	HAU2023 -03	\$ 842,600	\$ 1,079,930	\$ 1,922,530
Sacramento	HAU2023-04	\$ 1,129,096	\$ 870,904	\$ 2,000,000
San Diego	HAU2023-05	\$ 1,308,830	\$ 2,268,590	\$ 3,577,420
San Francisco	HAU2023 -06	\$ 1,156,615	\$ 616,241	\$ 1,772,856
Santa Clara	HAU2023-07	\$ 666,529	\$ 2,272,149	\$ 2,938,678
Stanislaus	HAU2023-08	\$ 39,717	\$ 10,283	\$ 50,000
Total		\$ 10,000,000	\$ 11,542,724	\$ 21,542,724



**SAN FRANCISCO
HUMAN SERVICES AGENCY**

Department of Benefits
and Family Support

Department of Disability
and Aging Services

MEMORANDUM

TO:	Honorable Members of the Board of Supervisors
FROM:	San Francisco Human Services Agency (HSA)
DATE:	May 22, 2026
SUBJECT:	Retroactivity re: Files 260453 and 260454

P.O. Box 7988
San Francisco, CA
94120-7988
www.SFHSA.org

HSA respectfully requests the Board of Supervisors’ retroactive approval of two refugee grants in the amount of \$300,000 and \$200,000, respectively, from the federal Office of Refugee Resettlement that are passed through the California Department of Social Services (CDSS). The grants are set to expire on September 30, 2026. The Housing Assistance for Ukrainians and Ukrainian Refugee Support Services Supplemental Funding grants support refugees’ access to direct housing assistance and intensive case management services to promote economic stability and community integration.

CDSS announced an increased award of the Housing Assistance for Ukrainians grant on September 4, 2025. Submission of these resolutions was delayed because HSA awaited updated information from CDSS on the supportive services grant funding, which was awarded in November 2025. Once the allocation was issued by CDSS, staff were concurrently engaged in agencywide and HR1 budget development work, resulting in a later submission of these resolutions.



Daniel Lurie
Mayor

Trent Rhorer
Executive Director

Please contact Celia Pedroza, Budget Director, at celia.pedroza@sfgov.org for any questions about this request for retroactive authorization.



**SAN FRANCISCO
HUMAN SERVICES AGENCY**

P.O. Box 7988
San Francisco, CA
94120-7988
www.SFHSA.org

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Trent Rhorer, Human Services Agency Executive Director
DATE: March 27, 2026
SUBJECT: Retroactive Accept and Expend Resolution for Housing Assistance for Ukrainians (HAU)
GRANT TITLE: Housing Assistance for Ukrainians (HAU) - \$1,772,856

Department of Benefits
and Family Support

Department of Disability
and Aging Services

Attached please find the original* and one copy of each of the following:

- Proposed grant resolution; original* signed by Department, Mayor, Controller
- Grant information form, including disability checklist
- Grant budget
- Grant application
- Letter of Intent or grant award letter from funding agency
- Ethics Form 126 (if applicable)
- Contracts, Leases/Agreements (if applicable)
- Other (Explain):

Special Timeline Requirements: N/A

Departmental representative to receive a copy of the adopted resolution:

Name: Celia Pedroza

Phone: 628-328-1209

Interoffice Mail Address: 170 Otis Street, 8th Floor, San Francisco, CA 94103

Certified copy required Yes

No



Daniel Lurie
Mayor

Trent Rhorer
Executive Director, SFHSA

Kelly Dearman
Executive Director, DAS

OFFICE OF THE MAYOR
SAN FRANCISCO



DANIEL LURIE
MAYOR

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Dexter Darmali, Legislative & Ethics Secretary
RE: Accept and Expend Grant – Retroactive – Federal Office of Refugee Resettlement through the California Department of Social Services (CDSS) – Housing Assistance for Ukrainians (HAU) – San Francisco – \$1,772,856
DATE: April 28, 2026

Resolution retroactively authorizing the Department of Human Services to accept and expend a grant increase in the amount of \$300,000 for a total amount of \$1,772,856 from the federal Office of Refugee Resettlement for participation in a program, entitled "Housing Assistance for Ukrainians (HAU) – San Francisco," for the period of October 1, 2021 through September 30, 2026.

Should you have any questions, please contact Adam Thongsavat at adam.thongsavat@sfgov.org