2024 Homekey+ Program

Notice of Funding Availability (NOFA)
November 26, 2024

Funding Application

State of California
Gavin Newsom, Governor

Business, Consumer Services and Housing Agency
Tomiquia Moss, Secretary

https://www.bcsh.ca.gov/

Department of Housing and Community Development (HCD)
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Homekey+ Program

https://www.hcd.ca.gov

Instructions

When opening this file, a yellow banner at the top may appear with a button that says, "Enable Editing", and/or "Enable Macros". It is essential that you click this box(es) so that the macros are enabled. Enabling macros is necessary for full workbook/application functionality.

WARNING: Partial functionality of this application/workbook **WILL BE LOST** when using **Apple Mac Computers**. The Department **highly** recommends using PC Computers and Microsoft Office 2013 or newer to complete the application.

Document

Microsoft has recently added blocking of macros by default, if this happens when you open the application, please follow the instructions in the Word document added as an icon to the right (double-click to open).

When completing this Application, it is required not to skip/jump to other sheets, start entering data from top to bottom and left to right when selecting a new sheet to work with.

Application materials must be submitted electronically via HCD portal system. Requirements for uploading the Application Workbook and required supporting documentation, including naming conventions, are described in the application instructions available at [Homekey+ | California Department of Housing and Community]

Homekey applications will be accepted as set forth in the NOFA.

Application must be on the Department’s forms and cannot be altered or modified by the Applicant. Excel Application must be in Excel format, not a PDF document.

If the Applicant discover any errors within application, use the Application Support sheet and email the entire workbook to AppSupport@hcd.ca.gov

It is recommended that Applicant(s) start from left to right and top to bottom for a better understanding and functionality of this application.

Additional instructions and guidance are given throughout the Application in "**red**" text and in **cell comments**. Cell Notes/Comments are very important to read as some of these will provide directions for completing your application.

"Yellow" cells	are for Applicant input. It is very important that you answer **ALL** yellow cells, failure to provide all information may disqualify your application from consideration or may negatively impact your point score.
"Orange" cells	are **required** attachments. Failure to provide the required attachments and documentation may disqualify your application from consideration or may negatively impact your point score. Electronically attached files must use the naming convention in the Application.
"Red" cells	indicate the Applicant(s) has failed to meet a requirement of the program, threshold, scoring, upload, or certification.
"Blue" cells	are self-score points awarded in the "Scoring" worksheet. These are automated calculations based on the inputs provided by the Applicant.

Disclosure of Application: The application is a public record, which may be available for public review pursuant to the California Public Records Act (CPRA) (Division 10 (commencing with Section 7920.000) of Title 1 of the Government Code). After final Homekey+ Awards have been issued, HCD may disclose any materials provided by the Applicant to any person making a request under the CPRA. HCD cautions Applicants to use discretion in providing information not specifically requested, including but not limited to bank account numbers, personal phone numbers, and home addresses. By providing this information to HCD, the Applicant is waiving any claim of confidentiality and consents to the potential disclosure of submitted material upon request.

Project Overview

V3 4/30/25

Homekey Summary (auto populated from "Max Funds & Unit Mix Award", and "Scoring" worksheets)					
Gap Financing Project type?	FALSE	New construction cost containment Project type?	FALSE		
Max Capital Baseline Award	#########	Additional Contribution	$8,000,000	**Total Requested Capital Award**	$32,800,000
Operating Subsidy	$6,244,030	50% Relocation Costs	$0	**Total Requested Operating Subsidy**	$6,244,030
				Total Requested Homekey Award (capital + operating + 50% relocation costs)	$39,044,030
Number of Doors at Acquisition	0	Number of Units Proposed in the Project	124	Number of Assisted Units	124
Number of At-Risk of Homelessness Units	0	Number of Chronically Homeless Units	0	Number of Homeless Units	0
Number of Homeless Youth or Youth at Risk of Homelessness Units	0			Number of Units accessible to persons with hearing or vision disabilities	13
Number of Units accessible to persons with mobility disabilities	19	Veteran Units	124	Non HK+ units	0

"**Optional answer**" will not affect application review or ranking. Applicant(s) or Joint Venture Entity meets CDLAC Definition of BIPOC Organization? per CDLAC 523(f)(1)(B), TCAC 10327(c)(2)(E)? — No

Eligible Applicant	Entity name	City and County of San Francisco	
Eligible applicant type	City and County	Organization type	Government Agency

File Name	02a. App1 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Uploaded to HCD?	Yes
File Name	02b. App1 Authorizing Resolution	Authorizing Resolution	Uploaded to HCD?	Yes
File Name	02c. App1 Signature Block	Signature Block - upload in Microsoft Word Document.	Uploaded to HCD?	Yes
File Name	02d. App1 TIN Form	Completed Government TIN form.	Uploaded to HCD?	Yes

Co-Applicant #1	Entity name	1035Vets, LLC	
Eligible applicant type	Limited Liability Corporation	Organization type	Non-profit Corporation

File Name	03a. Co-App1 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Uploaded to HCD?	Yes
File Name	03b. Co-App1 OrgDoc1, Co-App1 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Uploaded to HCD?	Yes
File Name	03c. Co-App1 Authorizing Resolution	Authorizing Resolution	Uploaded to HCD?	Yes
File Name	03e. Co-App1 Signature Block	Signature Block - upload in Microsoft Word Document.	Uploaded to HCD?	Yes
File Name	03f. Co-App1 Cert of Good Standing	Dated 30 days or less from the application due date.	Uploaded to HCD?	Yes
File Name	03g. Co-App1 EIN Verification	EIN Verification (IRS form SS-4) (except jurisdictions)	Uploaded to HCD?	Yes
File Name	03h. Co-App1 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Uploaded to HCD?	Yes
File Name	03i. Co-App1 Payee Data Record	Completed Payee Data Record.	Uploaded to HCD?	Yes
File Name	03j. Co-App1 TIN Form	Completed Government TIN form (jurisdictions only).	Uploaded to HCD?	N/A

Co-Applicant #2	Entity name	Swords to Plowshares: Veterans Rights Organization
Co-Applicant #3	Entity name	N/A
Co-Applicant #4	Entity name	N/A
Managing General Partner	Entity name	N/A
Administrative General Partner #1	Entity name	N/A
Administrative General Partner #2	Entity name	N/A

Manager of LLC	Entity name	Swords to Plowshares: Veterans Rights Organization		
File Name	10a. MLLC Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Uploaded to HCD?	Yes
File Name	10b. MLLC OrgDoc1, MLLC OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Uploaded to HCD?	Yes
	10c. MLLC Resolution	Authorizing Resolution.	Uploaded to HCD?	Yes
File Name	10e. MLLC Signature Block	Signature Block - upload in Microsoft Word Document.	Uploaded to HCD?	Yes
File Name	10f. MLLC Cert of Good Standing	Dated 30 days or less from the application due date.	Uploaded to HCD?	Yes
File Name	10g. MLLC Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Uploaded to HCD?	Yes
File Name	10h. MLLC Payee Data Record	Completed Payee Data Record.	Uploaded to HCD?	Yes

Additional Applicant(s) documents

File Name	11. LLC OA	Operating Agreement	Uploaded to HCD?	Yes

Are there affiliate or subsidiary entities that provide operational or financial support to the Applicant or Co-Applicants?	N/A
Is the Applicant an affiliate or subsidiary of another entity such as a parent company?	N/A
Will the Applicant rely on related party entity(ies) to develop, construct, or operate the proposed Project?	Yes

Project Development Type	Acquisition & Rehabilitation	Housing Type	Permanent Housing	Geographic Region	Bay Area

Project Overview

								V3	4/30/25
Project Name	1035 Van Ness				Project Address	1035 Van Ness Ave.			
Project County	San Francisco	Project City	San Francisco	State:	CA	Project Zip	94109		

(APNs):			Census Tract(s)		
0714-028			0151.00		

Has the Applicant(s) applied, plan to apply, or been awarded other HCD program funds for <u>this proposed</u> Project? No

Utilizing Tax Credits? None

Is Project located in a Rural Area as defined by H&S Code §50199.21? Applicant must use the TCAC Method for determining rural status. [Documentation of rural status (2025)] No

Project Description: be as specific as possible and be sure to include eligible uses, relocation needs, Homekey+ operating subsidy and match.

1035 Van Ness consists of the acquisition and rehab of an existing assisted living facility located in the Cathedral Hill neighborhood of San Francisco and conversion into 124 units of housing -- 66 studio units and 58 SROs with private baths -- for formerly homeless veterans. The property, built in 2004, is in good condition and is located along a newly completed bus rapid transit line connecting riders from the waterfront to the Market Street transit corridor. The existing assisted living facility has filed for bankruptcy, facilitating an opportunity to purchase the building, built in 2004 and an attractive opportunity to re-purpose as permanent supportive housing (PSH) for veterans with in-unit bathrooms.

The City and County of San Francisco's Dept. of Homelessness and Supportive Housing (HSH) serves as Applicant for this Homekey+ application. HSH selected Swords to Plowshares as the City's partner this opportunity because of its current work at numbers of PSH sites in San Francisco serving veterans. HK+ funds will go towards purchase of 1035 Van Ness for $27.75 million, and together with City funds will finance a modest renovation that will restore the building to its permitted 124 studio units and facilitate its ability to serve the new intended residents, consisting of formerly homeless veterans with Serious Mental Illness (SMI) or Substance Use Disorder (SUD). City funds will cover all soft costs related to the project. Project operations will benefit from a new 20-year commitment of 66 project-based vouchers through the VASH program and commitments from HSH to fund a Local Operating Subsidy Program operating grant for 15 years, and supportive services for 5 years, with the intent to renew the services contract through Year 20. These funds will leverage a HK+ operating award covering 5 years' operating gap, plus additional funds during Years 6-10 based on the NOFA amendment allowing an additional $30,000 operating funds per Veteran's unit.

§201. Eligible Uses

Applicants acknowledges the "Eligible Uses" of the Homekey+ funds. Yes

i. The list of eligible uses are as follows: (Applicants, please select all the items below for which the Homekey+ funds will be utilized for. Select "Yes" or "No") to all below.

a. Acquisition or Rehabilitation, or Acquisition and Rehabilitation, of motels, hotels, hostels, apartments or homes, assisted living residences, manufactured housing, commercial properties, and other buildings with existing uses that could be converted to Permanent Supportive Housing (PSH). Yes

b. Master leasing of properties for PSH. No

c. Conversion of units from nonresidential to residential PSH. (i.e. adaptive reuse) and conversion of Interim Housing to PSH. No

d. New construction of dwelling units (see §501). No

e. Gap financing (**Strictly for** §502 ***project types*** **only**, please read and understand this section before selecting "Yes"). No

f. The purchase of affordability covenants and restrictions for units. No

g. Relocation costs for individuals who are being displaced because of the Homekey+ Project. No

h. Capitalized operating subsidies for PSH units purchased, converted, constructed, or altered with funds provided pursuant to HSC §50675.1.3. Yes

ii. Applicant acknowledges that the **Ineligible** uses include all those stated at §201(ii). Yes

§202. Eligible Projects

Homekey+ funds Permanent Supportive Housing (PSH) and will require a 55-year affordability term. HCD welcomes and will consider a variety of innovative housing solutions as eligible Projects, including excess state-owned property developments. The following list of eligible Projects is not exhaustive.

Eligible Project Type: iii. Conversion of buildings with existing residential or interim uses that will be used to create PSH units.

§205. Capital Award and Match

i. Additional Contribution Amount – Capital Match

Beyond the baseline amount, the Eligible Applicant may leverage a 1:1 local match to provide up to $100,000 in additional funds per door/Unit. Capital match may be obtained from any source, including any federal, state, local, private, or philanthropic source.

Will the Applicant(s) be providing local match, up to $100,000 in additional funds per door? Yes

§301. Additional Application Materials

In addition to requirements detailed in §300, to be eligible for Homekey+ funding, an application shall demonstrate to HCD the following:

i. Applicants and Co-Applicants must be in good standing with the State of California and all agencies and departments thereof. By way of example and not limitation, an Applicant and Co-Applicant must be qualified to do business in the State of California and must be in good standing with the California Secretary of State and the California Franchise Tax Board. Applicants that are delinquent in meeting the material requirements of previous Department awards may, in the Department's reasonable discretion, fail threshold review. Certificate of Good Standing dated within 30 days of application due date must be submitted with the application.

NOTE: A certificate of good standing from the California Secretary of State is requested above and under the Applicant and Co-Applicants entity name.

ii. Completed Certification and Legal Disclosure Statement

iii. Signature Block for all Applicants entities in Word Format

iv. Payee Data Record STD204 (except for Eligible Applicants)

v. Taxpayer Identification Number (FI$Cal TIN Form)

vi. EIN Verification (IRS form SS-4) (except for Jurisdictions)

vii. Tax-Exempt State from IRS or FTB (if applicable)

NOTE: These items above (ii-vii) are requested above and under the Applicant and Co-Applicants entity name.

viii. CEQA Determination (if applicable)

ix. NEPA Authority to Use Grant Funds (if applicable)

NOTE: These items above (viii-xi) are requested at the "Project Overview" sheet, starting with row 474.

x. Phase 2 Environmental Report if needed as stated in Phase I ESA report (if Applicable)

NOTE: This item above (x) is requested at "Threshold Requirements" sheet at row 123.

xi. A letter from the local county behavioral health department describing the support for the Project (capital, operating or service commitments, referrals, stakeholder collaboration, etc.). If the letter can't be secured, Applicant must describe efforts to obtain the letter.

Will the Applicant secure and provide the Department with letter from the local county behavioral health department describing the support for the Project (capital, operating or service commitments, referrals, stakeholder collaboration, etc.)?	Yes

File Name	12. Letter local county BHD	Provide the Department with letter from the local county behavioral health department describing the support for the Project (capital, operating or service commitments, referrals, stakeholder collaboration, etc.)	Uploaded to HCD?	Yes

Is the Project a scattered site housing Project? UMR §8303(b)	No

§304. Recording, Income and Underwriting Requirements

i. Homekey+ may fund all units in a Project or a portion of the units. If seeking Homekey+ funding for a portion of the units in a Project, Applicants must identify committed sources for the non-Homekey+ units. The non-Homekey+ units are not required to serve the Homekey+ Target Population and may therefore be restricted at higher AMI levels, which may help promote Project feasibility.

Will Homekey+ be funding **all units** in the proposed Project?	Yes
At time of acquisition, are there tenants residing at the Project site?	No

iii. Applicant(s) acknowledges and understand that at year 15 from the recordation of the Affordability Covenant, in circumstances where the Grantee has not waived their right and Grantee has exhausted available operating funding and demonstrated to HCD that the Project is no longer feasible, HCD may approve an increase in income levels, to the minimum extent required for fiscal integrity, in five percent increments of Assisted Units up to 50 percent AMI. **AND**	Yes

a. HCD reserves the right to set restrictions on the unit mix, rent levels, and other factors deemed necessary. To the maximum extent possible, these changes shall minimize the impact on the lowest income Project residents and shall be phased in as gradually as possible. If, following any increase in rents and income limits, or modification of Target Population occupancy requirements, new resources become available, or market demand changes, allowing reversion to the former income and rent limits or Target Population occupancy requirements, HCD may re- impose these income limits and rent limits or Target Population occupancy requirements, in whole or in part, subject to an analysis of Project

iv. In addition to §300 above, Applicants purchasing Affordability Covenants and restrictions will also be evaluated on the following requirements:

Will the Applicants be purchasing Affordability Covenants and restrictions?	No

vi. As described in §101, the Project shall comply with the UMRs (Cal. Code Regs., tit. 25, § 8300 et seq.), to the extent those regulations are consistent with Homekey+ requirements, and shall meet the following Homekey+ underwriting requirements:

a. Applicants acknowledges and certifies to the following: In analyzing Project feasibility, Projects planning to use Tenant Based Vouchers (TBV) for rental income/subsidy sources shall limit projected TBV revenue sources to no more than 50% of the Project's assisted housing units in the application. Nothing in this NOFA shall be construed to conflict with or limit the operation of state law prohibiting discrimination against tenants based on source of income. Refer to §508 for non-discrimination policy requirements.	Yes
b. Applicants acknowledges that for Projects that do not have debt service, Project cashflow shall not exceed 12 percent of Operating Expenses in the first 15 years of operations.	Yes

Article V – Additional Program Requirements

Homekey+ Projects proposing to serve Veterans may also serve other qualifying members of the Target Population. The Veterans units will be funded from the Veterans allocation, and the remaining units will be funded from the other applicable allocation(s).

Per §500 Veterans Assisted Units, is this Application/Project proposing to serve Veteran Units?	Yes

Existing Doors versus proposed Units (include Manager's Units)

	Beds	0 Bdrm	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm	5 + Bdrm	Total # Doors /Units	Total # Bedrooms	Total # Buildings	Total # Mgr. Units	Total # of Parking Spaces
Existing		106						106	106	1	1	32
Proposed		124	0	0	0	0	0	124	124	1	0	32

Building types	New Construction			Rehabilitation		
	Units	Stories	Bldgs.	Units	Stories	Bldgs.
Townhouse/Row House						
One or Two Story Walk-Up						
Mid-Rise (3-5 stories)						
High-Rise (6+stories)				124	9	1
Detached Single Family						
Duplex/4-Plex						
Non-Residential Bldg(s)						

Unit Size	Baths	Layout	Avg. Sq. Ft.	All Doors / Units
0 Bdrm.	1	Flat	372	124
1 Bdrm.				0
2 Bdrm.				0
3 Bdrm.				0
4 Bdrm.				0
5 Bdrm.				0
			Total Doors / Units	124

Project Overview

V3 4/30/25

Totals 0 0 124 1

Applicant Notes

Amenities

Unit Amenities/Features

Yes	Air Conditioning	Yes	Refrigerator	No	Range	Yes	Microwave	No	Disposal
No	Dishwasher	No	Walk-In Closet	No	Fenced Rear Yard	No	Ceiling Fans	Yes	Curtains/Blinds
No	Fireplace	Yes	Emergency Call	No	Free Cable TV	No	Storage Area	No	Lofts
No	Balcony	No	Patio		(Other)		(Other)		(Other)

Project Amenities

Elevator(s)	Yes	2	Laundry Rms.	Yes	6	Washers	Yes	12	Dryers	Yes	12

Yes	Community Room	Yes	Community Kitchen	No	Computer Room	No	High Speed Internet
Yes	Fitness Room	No	Picnic/BBQ Area(s)	No	Tot Lot/Playground	No	Sports Court
No	Tennis Court	No	Swimming Pool	No	Jacuzzi/Sauna	No	Bike Parking
			(Other)		(Other)		(Other)

Security & Other

Yes	Gated Entry	Yes	Bldg. Card Key	Yes	Security Patrol	Yes	Security Cameras

Describe any mandatory charges to tenants beyond allowable Rents.

None

List type of furnishings provided in each unit.

Bed, nightstand, dresser, dining table, chairs

Miscellaneous Information

Residential Space

Residential Units	57,660	Common Areas	22,000	Community Room	5,000	Leasing Office	1,000	Additional Storage Space	0
Subtotal Residential SF	85,660								
Maintenance Shop	2,500	Childcare Center	0	Service Area	5,000	Service Office	3,600		
Ground floor storage	2,500	(Other)		(Other)		(Other)			
Total Residential SF	99,260								

Residential Parking

Free Residential Parking Spaces

Uncovered Tenant Parking	0	Covered Tenant Parking	32	Enclosed Tenant Parking	0	Tenant Guest Spaces	0
Subtotal Parking Spaces	32						

Extra Spaces Tenants may Rent

Extra Parking Spaces Tenants may Rent	0	Total Handicap Parking Spaces	2
Grand Total Parking Spaces	32		

Commercial Space

Commercial Square Feet

Commercial Area	0	Offices		Childcare Center		Storage Space		(Other)	
Total Commercial SF	0								

Parking Spaces for Commercial Tenants

Uncovered Parking	0	Covered Parking	0	**Total Spaces**	**0**

Describe other available parking for commercial patrons

n/a

Income from sources other than residential Rents and subsidies

Laundry

No. of Units Using Central Laundry	124
Weekly Assumed Income Per Unit	$6.75
Annual Total Laundry Income	$43,524

Residential Parking

Other Leased Spaces

Residential	Lease Terms	Rent//Mo.	Annual Gross
None			$0
			$0
			$0

Project Overview

V3 4/30/25

Tenant Rental Spaces	0
Monthly Income Per Space	
Annual Residential Parking Income	$0
Commercial Parking	
Number of Rental Spaces	0
Monthly Income Per Space	
Annual Commercial Parking Income	$0

				$0
Commercial				
(Existing retail space to be converted for				$0
services use)				$0
				$0
				$0
			Total Income from Other Leased Spaces	$0

Monthly utility allowance

Utilities	Type of Utility (Select from dropdown)	Does the owner or tenant pay utilities?	0 bdrm	1 bdrm	2 bdrms	3 bdrms	4 bdrms	≥5 bdrms
			Enter Allowances for Tenant or Homeownership Paid Utilities by Bdrm. Size					
Heating	Electric	Owner	$0					
Cooking	Electric	Owner	$0					
Other Electric	Electric	Owner	$0					
Air Conditioning								
Water Heating	Electric	Owner	$0					
Water	Public	Owner	$0					
Sewer	Public	Owner	$0					
Trash	Public	Owner	$0					
Other								
		Total Tenant Utility Allowance	$0	$0	$0	$0	$0	$0

Source for utility allowances

Local PHA?	Yes	Name:	San Francisco Housing Authority				Effective date:	1/1/25
HUD?		Utility Company (Actual Survey)?		CUAC?		Other?		
Applicant Notes:								

All utilities to be owner-paid. Utility Allowance schedule is included solely for reference purposes.
Note this is an existing building with gas (not electric) heat and hot water, but the application workbook does not provide this as an option.

File Name	16. Utility allowance	Schedule of utility allowances.	Uploaded to HCD?	Yes

§504 Housing First

The Eligible Applicant shall certify to employ the core components of Housing First, as set forth at Welfare and Institutions Code §8255, subdivision (b), in its property management and tenant selection practices. Projects shall accept tenants regardless of sobriety, participation in services or treatment, history of incarceration, credit history, or history of eviction in accordance with practices permitted pursuant to Housing First practices, including local Coordinated Entry System prioritization protocols, or other federal or state Project funding sources.

Yes

§505 Tenant Referrals

Referrals to Homekey+ Assisted Units shall be made through the local Coordinated Entry System (CES), or another comparable prioritization system based on greatest need for housing and services, to determine the most appropriate referral. Homekey+ units should be reserved for serving the Target Population where households are more appropriately served by PSH, including referrals from persons exiting encampments. Households with lower levels of need may be better served by other housing and less intense service interventions.

Applicants must demonstrate efforts to coordinate with their local county behavioral health department, to ensure the referral process to the Homekey+ units is aligned with the requirements of this NOFA.

If referrals will be made using a prioritization system other than CES, the Applicant must describe the plan for tenant referrals in detail, including which agency is responsible for managing the referral approach and what stakeholders are involved in the prioritization process. Awardees are encouraged to consider an alternative referral system consisting of referrals for persons exiting encampments, incarceration, or treatment facilities. Prioritization for Homekey+ units should be based on greatest need factors and assessments established by the local jurisdiction in collaboration with the Continuum of Care (CoC). CoC collaboration in Project and Supportive Services design is also strongly encouraged to help target and serve those with the greatest need.

Will referrals be made using a prioritization system other than CES? No

§505 Participation in the Homeless Management Information System (HMIS)

If awarded Homekey+ funds, Applicants hereby certifies to comply with the following: Yes

Pursuant to Assembly Bill 977 (Statutes of 2021-22), Grantees who have been awarded HCD funding under the Homekey+ program must enter Universal and Common Data Elements as defined by HUD, on the individuals and families served into the Homeless Management Information System (HMIS). For more information about this requirement visit

Homelessness Program Data Reporting | California Department of Housing and Community Development

Any health information provided to, or maintained within, the statewide Homeless Management Information System shall not be subject to public inspection or disclosure under the California Public Records Act (Division 10 (commencing with §7920.000) of Title 1 of the Government Code). "Health information" means "protected health information" as defined in Part 160.103 of Title 45 of the Code of Federal Regulations, and "medical information," as defined in subdivision (j) of §56.05 of the Civil Code.

§507 Relocation

In addition to the Relocation Assistance Narrative required in §300 submitted at the time of application, before the Homekey+ Award will be disbursed, Grantee must submit either:

a. A Department-approved relocation plan; or
b. An HCD-issued Certification Regarding Non-Application of Relocation Benefits and Indemnification Agreement (certificate of no-relocation), which has been duly executed and approved by HCD.

Grantee must comply with all applicable federal, state, and local relocation law. Pursuant to relocation law, a Grantee must have a relocation plan prior to proceeding with any phase of a Project or other activity that will result in the displacement of persons, businesses, or farm operations. To ensure that displaced persons and entities do not suffer a disproportionate impact as a result of Projects which benefit the public, all notices to vacate and relocation services must be provided to them in accordance with applicable law.

HCD will identify its form, substance, and submittal requirements for these relocation documents in the Homekey+ application materials. Where the Grantee's activities will or may result in displacement, the Grantee's development budget shall include enough funds to pay all costs of relocation benefits and assistance. Any modifications to the foregoing process requirements must be approved in advance by HCD in writing.

Project Overview

V3	4/30/25

Does the proposed Project trigger State Relocation Assistance Law?	No

§508 Non-Discrimination and Accessibility

Grantees shall adopt a written non-discrimination policy requiring that no person shall, on the grounds of race, color, religion, sex, gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, familial status, source of income, disability, age, medical condition, genetic information, citizenship, primary language, immigration status (except where explicitly prohibited by federal law), arbitrary characteristics, and all other classes of individuals protected from discrimination under federal or state fair housing laws, individuals perceived to be a member of any of the preceding classes, or any individual or person associated with any of the preceding classes be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity funded in whole or in part with program funds made available pursuant to this NOFA.

NOTE: A written non-discrimination policy is required at "Threshold Requirements" sheet.

Grantees certifies to comply with the requirements of the Americans with Disabilities Act of 1990 (U.S.C § 12101 et seq.). All developments shall adhere to the accessibility requirements set forth in California Building Code Chapter 11A and 11B and the Americans with Disabilities Act, Title II and Title III. In addition, developments shall adhere to either the Uniform Federal Accessibility Standards (UFAS), 24 C.F.R. Part 8, or HUD's modified version of the 2010 ADA Standards for Accessible Design (Alternative 2010 ADAS), HUD-2014-0042-0001, 79 F.R. 29671 (5/23/14) (commonly referred to as "the Alternative Standards" or "HUD Deeming Notice"). Accessible units shall, to the maximum extent feasible and subject to reasonable health and safety requirements, be distributed throughout the Project and be available in a sufficient range of sizes and amenities consistent with 24 CFR part 8.26.	Yes

Applicants are further advised that while Homekey+ incorporates the MHP guidelines, as explained in §101, as a courtesy and point of emphasis, HCD directs prospective Applicants to §7314 (a) and (b) of the MHP guidelines, which further articulates Fair Housing, Nondiscrimination, and Accessibility requirements. HCD also suggests Applicants review its April 2021 Affirmatively Furthering Fair Housing document at the following link.

Fair Housing

§509 Prevailing Wages

Applicant certifies that the Project will comply with California's prevailing wage law (Lab. Code, §1720 et seq.)?	Yes

Applicant's contemplated use of Homekey+ funds is subject to California's prevailing wage law (Lab. Code, § 1720 et seq.). Applicant is urged to seek professional legal advice about the law's requirements. Prior to disbursing the Homekey+ funds, HCD will require a certification of compliance with California's prevailing wage law, as well as all applicable federal prevailing wage law, or a certification that the development is exempt from prevailing wage as defined in Government Code 65913.4(a)(9). The certification must verify that prevailing wages have been or will be paid, and that labor records will be maintained and made available to any enforcement agency upon request. The certification must be signed by the general contractor(s) and the Grantee. The Department will not disburse funds for Rehabilitation or construction until the certification is signed by the general contractor.

§510 Environmental Clearances

Projects, including phased Projects, that satisfy the requirements HSC 50675.1.5, shall be exempt from the California Environmental Quality Act (CEQA) Projects under this section are considered a "use by right", which are specifically exempt from CEQA (CA Public Resources Code §21000 et seq.). (HSC 50675.1.5(e)(2)(A)). Moreover, HSC 50675.1.5(c) specifically exempts HCD actions taken to "provide financial assistance or insurance for the development and construction of Projects" from CEQA review. HCD encourages Eligible Applicants to fully engage with HCD's technical assistance and to review the CEQA exemption set forth at HSC §50675.1.5 and the provision for land use consistency and conformity set forth at HSC §50675.1.3, subdivision (i).

Applicants should consult with their counsel for legal advice in construing application of the foregoing exemptions to their Project. It is entirely within an Applicant's discretion to determine whether to use the statutory CEQA exemption, whether the exemption applies to the Applicant's proposed activity, or whether some other mechanism applies and could be used to satisfy obligations under CEQA.

Applicants must provide National Environmental Act (NEPA) clearance, as applicable. According to the National Environmental Policy Act (NEPA), Grantees must consider environmental impacts early in the planning process before decisions are made, and actions are taken. The Project must assess environmental impacts if a Project has applied for HUD assistance (HOME, CDBG, PBVs, Choice Neighborhoods Grant, ShelterCare Plus, etc.). HUD's regulations prohibit grant recipients and their partners/contractors from committing or spending HUD or non-HUD funds on an activity that could limit the choice of reasonable alternatives before completing the environmental review process. The prohibition of choice-limiting actions does not apply to commitments of non-federal funds before the Project has applied for HUD funding.
When an application is submitted for a federal grant/loan, all activity must stop until the environmental review process is complete.

There is no flexibility or waiver of NEPA environmental review requirements. The Project must receive an Authority to Use Grant Funds (AUGF) before the Project proceeds with the acquisition or physical activities, including non-HUD-funded activities. A choice-limiting action can result in a violation that jeopardizes HUD funding for the Project.

The prohibition on choice-limiting actions prohibits physical activity, including acquisition, Rehabilitation, and construction, as well as contracting for or committing to any of these actions before completion of the environmental review. Some examples of choice-limiting actions are: see §510

HCD does not determine which Projects will require NEPA clearance. Applicants shall provide HCD a status of any required NEPA review at the time of application. For more information, visit the HUD Exchange, review HCD's Environmental Review Guidance by clicking, or contact HCD's Environmental Services Team at NEPA@hcd.ca.gov.

HUD Exchange   HCD's Environmental Review Guidance

File Name	19. CEQA	Copy of CEQA Determination Documents (if applicable).	Uploaded to HCD?	N/A
File Name	20. NEPA	NEPA Authority to Use Grant Funds issued by the Responsible Entity if the project is proposing use of federal funds. Note: Not required at time of application, but required prior to disbursements.	Uploaded to HCD?	N/A

Project milestones

Please provide the actual or anticipated completion date for the following performance milestones for each applicable Capital Project. If a milestone is not applicable to a Capital Project, please enter "N/A"

Note: It is acknowledged that some of the following milestones may have already been achieved. For those milestones which have previously been met, please enter the month and year completed. For those milestones not yet completed, please provide a projected completion date (MM/DD/YY) for each of the applicable items below. If not applicable to the specific Capital Project, please indicate "NA" below.

Homekey+ milestones	Homekey+ Date
Completion of all necessary environmental clearances, including those required under CEQA and NEPA.	9/13/25
Obtaining all necessary and discretionary public land use approvals.	7/1/25
Submission of Final Construction Drawings and Specifications to the appropriate local building department or permitting authority.	7/1/25
Commencement of construction.	10/1/25
Construction completion.	5/1/26
Start lease up	5/15/26
Complete Occupancy	10/15/26
Complete capital expenses	11/15/26
Program funds fully disbursed.	12/31/26
Have all milestone dates been entered above?	Yes

Project Overview

V3 4/30/25

Applicant comments:
This application has been revised to reflect the HK+ NOFA amendment allowing applicants to request an additional $30,000 in HK+ Operating Subsidy per Veteran's unit, to be expended in the first 10 years of operations, and to list as Co-Applicant #2 the managing member of the single-purpose owner LLC.

Development Team Contacts and Legislative Information

Contact Type	Entity Legal Name	Eligible Applicant Type	Organization Type	Address	City	State	Zip Code	Auth Rep Name	Title	Email	Phone #	Contact Name	Title
Eligible Applicant	City and County of San Francisco	City and County	Government Agency	440 Turk Street	San Francisco	CA	94102	Shireen McSpadden	Exec. Dir., Dept. of Homelessness & Supp. Hsg.	shireen.mcspadden@sfgov.org	628-652-7700	Mara Blitzer	Dir. of Special Projects, Mayor's Office of Hsg &
Co-Applicant #1	1035Vets, LLC	Limited Liability Corporation	Non-profit Corporation	1060 Howard Street	San Francisco	CA	94103	Tramecia Garner	Executive Director	tgarner@stp-sf.org	415-252-4787	Steven Culbertson	Dep. Dir., Residential Progs & Housing Dvmt
Manager of LLC	Swords to Plowshares: Veterans Rights Organization	Corporation	Non-profit Corporation	1060 Howard Street	San Francisco	CA	94103	Tramecia Garner	Executive Director	tgarner@stp-sf.org	415-252-4787	Stephen Chen	Chief Financial Officer
Property Management Agent	Swords to Plowshares: Veterans Rights Organization			1060 Howard Street	San Francisco	CA	94103					Monique Crossley	Dir. of Property Management
Financial Consultant	Mosaic Urban Development			278 17th Street, Ste. 208	Oakland	CA	94612					David Schnur	Development Director
Lead (primary) Service Provider	Swords to Plowshares: Veterans Rights Organization			1060 Howard Street	San Francisco	CA	94103					Ma'at Xi	Dep. Dir., Clinical Programs
Legal Counsel	Lubin Olson & Niewiadomski, LLP			600 Montgomery Street, Suite 14	San Francisco	CA	94111					Michael Muzzy	Partner
General Contractor	D&H Construction			2107 Kearney St	El Cerrito	CA	94530					Jansen Lum	Partner
Architect	Saida + Sullivan			12 Gough St., Ste. 100	San Francisco	CA	94103					Mimi Sullivan	Principal
Other: Co-Applicant #2	Swords to Plowshares: Veterans Rights Organization			1060 Howard Street	San Francisco	CA	94103					Steven Culbertson	Dep. Dir., Residential Progs & Housing Dvmt
Other (Specify)													
Other (Specify)													
Other (Specify)													

Email	Phone #	Contact Address	City	State	Zip Code
mara.blitzer@sfgov.org	628-652-5820	1 So. Van Ness Ave., 5th Floor	San Francisco	CA	94103
steven.culbertson@stp-sf.org	415-252-4787	1060 Howard Street	San Francisco	CA	94103
stephen.chen@stp-sf.org	(510)325-4718	1060 Howard Street	San Francisco	CA	94103
monique.crossley@stp-sf.org	(415)590-5112				
dschnur@mosaicurban.org	510-808-7952				
maat.xi@stp-sf.org	(415)797-8749				
Muzzy@lubinolson.com	(415)981-0550				
jansen@dh-construction.com	(510) 237-7883				
mimi@saidasullivan.com	(415) 777-0991				
steven.culbertson@stp-sf.org	415-252-4787				

Development Sources

			Construction Totals		$40,800,000	$0	$40,800,000	Construction Terms			Permanent Terms					
			Permanent Totals		$40,800,000	$0	$40,800,000				Interest Rate		Repayment Terms			$0
Construction	Committed?	Source Name (lien priority order)	Source Type	Lien No.	Residential Amount	Commercial Amount	Total Amount	Interest Rate	Required Payment	Loan Term (months)	Rate	Type	Amortizing Period (yrs.)	Type	Due in (yrs.)	Required Residential Debt Service
Construction	No	Homekey+ Grant	State-HCD	1	$32,800,000	$0	$32,800,000	n/a	None	n/a						
Construction	Yes	City & County of SF Loan	Local	2	$6,945,360		$6,945,360	0.00%	Deferred	n/a						
		Deferred Developer Fees														
Construction	Yes	Other Deferred Costs		n/a	$1,054,640		$1,054,640									
		Developer Fee Contribution														
		GP Equity														
Construction	Yes	Gross Tax Credit Equity														
Permanent																
Permanent	No	Homekey+ Grant	State-HCD	1	$32,800,000	$0	$32,800,000				n/a					$0
Permanent	Yes	City & County of SF Loan	Local	2	$8,000,000		$8,000,000				0.00%	Fixed for Term	n/a	RR	55	$0
		Deferred Developer Fees														
		Developer Fee Contribution														
		GP Equity														
Permanent	Yes	Gross Tax Credit Equity														

Applicant Comments: Include a description of unusual or extraordinary circumstances that have resulted in higher than expected Project costs and provide a justification as to why these costs are reasonable.

Costs are not extraordinary.
Reserves are considered Deferred Costs during construction because they will be funded at the time the building is placed into service.

		Details of Deferred Costs	
$0	$0	$1,054,640	
Required Commercial Debt Service	Tax-Exempt Amount	Deferred Amount	Description
	n/a		
	n/a		
		$1,054,640	Operating & replacement reserves
	n/a		
	n/a		

Annual Income and Expenses

Employee Information

No.	FTE	Employee Job Title	Salary/Wages	Value of Free Rent
1	1.00	On-Site Manager(s)	$76,580	
1	1.00	On-Site Assistant Manager(s)	$71,100	
1	0.17	Supportive Services Staff Supervisor(s)	$27,200	
3	0.51	Supportive Services Coordinator, On-Site	$44,064	
4	4.00	Other Supportive Services Staff (inc. Case Manager)	$294,166	
2	2.00	On-Site Maintenance Employee(s)	$112,320	
		On-Site Leasing Agent/Administrative Employee(s)		
8	7.40	On-Site Security Employee(s)	$450,569	
4	0.73	PM Administrative Staff	$93,700	
		Total Salaries and Value of Free Rent Units	$1,169,699	$0
6711		Payroll Taxes	$192,463	Show free rent as an expense?
6722		Workers Compensation	$59,219	
6723		Employee Benefits	$94,294	No
		Employee(s) Payroll Taxes, Workers Comp. & Benefits	$345,976	
		Total Employee(s) Expenses	$1,515,675	

Employee Units

Income Limit	Job Title(s) of Employee(s) Living On-Site	Unit Type (No. of bdrms.)	Square Footage
	Total Square Footage		0

Annual Operating Budget

Acct. No.	Revenue - Income	Residential	Commercial
5120/5140	Rent Revenue - Gross Potential		$0
	Restricted Unit Rents	$297,600	
	Unrestricted Unit Rents	$0	
5121	Tenant Assistance Payments		
	Rental Subsidy Program Name (VASH)	$2,003,760	
	Rental Subsidy Program Name (Specify)	$0	
	Rental Subsidy Program Name (Specify)	$0	
	Rental Subsidy Program Name (Specify)	$0	
	Operating Subsidies (Services grant - SF HSH)	$549,289	
	Operating Subsidies (Specify)		
	Operating Subsidies (Specify)		
	Operating Subsidies (LOSP - SF HSH)	$0	
	Operating Subsidies (Specify)		
	Operating Subsidies (Specify)		
	Operating Subsidies (Specify)		
	Operating Subsidies (Specify)		
5910	Laundry and Vending Revenue	$43,524	
5170	Parking Spaces	$0	$0
5990	Miscellaneous/Other Rent Revenue	$0	$0
	Gross Potential Income (GPI)	$2,894,173	$0
	Vacancy Rate: Restricted Units	5.0%	
	Vacancy Rate: Unrestricted Units	5.0%	
	Vacancy Rate: Tenant Assistance Payments	5.0%	
	Vacancy Rate: Other (Operating Subsidies)	0.0%	

Annual Income and Expenses

	Vacancy Rate: Laundry & Vending & Other Income	0.0%	
	Vacancy Rate: Commercial Income		50.0%
5220/5240	Vacancy Loss(es)	$115,068	$0
	Effective Gross Income (EGI)	$2,779,105	$0
Acct. No.	Expenses	Residential	Commercial
Administrative Expenses: 6200/6300			
6203	Conventions and Meetings		
6210	Advertising and Marketing	$1,000	
6250	Other Renting Expenses	$5,000	
6310	Office/Administrative Salaries -- from above	$0	
6311	Office Expenses	$40,000	
6312	Office or Model Apartment Rent		
6320	Management Fee	$122,016	
6330	Site/Resident Manager(s) Salaries -- from above	$147,680	
6331	Administrative Free Rent Unit -- from above	$0	
6340	Legal Expense -- Project	$25,000	
6350	Audit Expense	$5,000	
6351	Bookkeeping Fees/Accounting Services	$12,500	
6390	Miscellaneous Administrative Expenses	$28,500	
6263T	Total Administrative Expenses	$386,696	$0
Acct. No.	Expenses	Residential	Commercial
Utilities Expenses: 6400			
6450	Electricity	$111,000	
6451	Water	$104,000	
6452	Gas	$54,000	
6453	Sewer	$104,000	
	Other (Specify)		
6400T	Total Utilities Expenses	$373,000	$0
Operating and Maintenance Expenses: 6500			
6510	Payroll -- from above	$656,589	
6515	Supplies	$60,000	
6520	Contracts	$180,800	
6521	Operating & Maintenance Free Rent Unit -- from above	$0	
6525	Garbage and Trash Removal	$66,100	
6530	Security Contract		
6531	Security Free Rent Unit -- from above	$0	
6546	Heating/Cooling Repairs and Maintenance	$5,000	
6548	Snow Removal		
6570	Vehicle & Maintenance Equipment Operation/Reports		
6590	Miscellaneous Operating and Maintenance Expenses	$584,798	
6500T	TOTAL Operating & Maintenance Expenses	$1,553,287	$0
Taxes and Insurance: 6700			
6710	Real Estate Taxes	$3,000	
6711	Payroll Taxes (Project's Share) -- from above	$192,463	
6720	Property and Liability Insurance (Hazard)	$350,000	
6729	Other Insurance (e.g. Earthquake)		
6721	Fidelity Bond Insurance		
6722	Worker's Compensation -- from above	$59,219	
6723	Health Insurance/Other Employee Benefits--from above	$94,294	
6790	Miscellaneous Taxes, Licenses, Permits & Insurance		
6700T	Total Taxes and Insurance	$698,976	$0
Supportive Services Costs: 6900			
6990	Staff Supervisor(s) Salaries - from above	$27,200	
6990	Services Coordinator Salaries, On-Site - from above	$44,064	
6990	Other Supportive Services Staff Salaries - from above	$294,166	
6990	Supportive Services Admin Overhead	$65,818	
6990	Tenant Transportation (per SSP)	$0	
6990	Staff training (per SSP)	$5,600	

Annual Income and Expenses

6990	Equipment	$7,073	
6990	Supplies	$7,200	
6990	Travel		
6990	Office Rent/Occupancy Costs (don't include rent/leasing costs for SH units)		
6990	Training		
6990	Other Supportive Services Costs (Food Program)	$0	
6990	Other Supportive Services Costs (specify)		
6900T	Total Supportive Services Costs	$451,121	$0
	Total Operating Expenses	$3,463,080	$0
Funded Reserves: 7200		Residential	Commercial
7210	Required Replacement Reserve Deposits	$62,000	
7220	Other Reserves (specify)		
7230	Other Reserves (specify)		
7240	Other Reserves (specify)		
	Total Reserves	$62,000	$0
	Ground Lease	Residential	Commercial
	Ground Lease		
	Total Ground Lease	$0	$0
	Net Operating Income	($745,975)	$0
Financial Expenses: 6800			
6820	1st Mortgage Debt Service		
6830	2nd Mortgage Debt Service		
6840	3rd Mortgage Debt Service		
6890	Other HCD .42% (Specify)		
6890	Other HCD .42% (Specify)		
6890	Bond Issuer Fee		
6890	Miscellaneous Financial Expenses (specify)		
6890	Miscellaneous Financial Expenses (specify)		
6890	Miscellaneous Financial Expenses (specify)		
6890	Miscellaneous Financial Expenses (specify)		
6800T	Total Financial Expenses	$0	$0
	Cash Flow	($745,975)	$0
7190	Asset Management/Similar Fees		

Total Operating Expenses Per Unit	Per Year	Per Month
Without any Adjustments	$27,928	$2,327
With the Value of Rent-Free Units Included	$27,928	$2,327
Without RE Taxes, Social Services Coordinator or Social Services/Social Programs and With the Value of Rent Fee Units Included	$24,266	$2,022

Comments
Dep Director of Clinical Programs
Asst Dir Res Pgms, Res Admin Coord, Prog Mgr
Mental Health & Peer specialists
Program Monitors incl Lead Program Monitor
Dep Dir; Dir of PM; Asst Dir of PM; Facilities Dir
(All PM admin staff shown above, as values in
E16-17 not reflected in formula below for Acct
6510)

24-hr desk staffing; no resident staff

Comments
Per current SFHA payment standard
Covers services salaries, benefits and expenses
Subsidies begin Yr 6 after use of HK+ COSR
Budget-based subsidies not subject to vacancy

Calculated as net, not gross, so zero vacancy
Comments
Bad Debt
IT, Phone, Printing, Conventions/Meetings, Misc
$82/unit/mo
Share of Asset Mgmt Fee in OpEx
Comments
Comments
Office, janitorial, kitchen and unit supplies
Janitorial contract
Necessary recurring operating & maint expenses
Comments
Comments
Indirect costs at approved 12.1% rate
In-kind contribution

In-kind contribution
Comments
$500/unit/yr
Comments

$1,529,664 Annual Net Restricted Rent

$297,600 Annual Net Pro

$0

ed	Target Population										Other population		TDC Per Door $329,884												Rental Subsidy Program Name (VASH)			Rental Subsidy Program Name (Specify)			Rental Subsidy Program Name (Specify)			Rental Subsidy Program Name (Specify)					
Baseline Capital Amounts	Homeless	Chronic Homelessness	At Risk of Homelessness	Homeless Youth or Youth at Risk of Homelessness	Veteran Homeless	Veteran Chronic Homelessness	Veteran At Risk of Homelessness	Veteran Homeless Youth or Youth at Risk of Homelessness	Other HCD Funding Source	Other HCD Funding Units	Special Needs Units	Senior Units	TDC HK+ Assisted x Units	Local Capital Match Per Door/Unit	Total Local Capital Match Assisted Units	HK+ Contribution / Match Assisted Units	Total Baseline plus HK+ additional Award	Total HK+ Restricted Units	Other Restricted	Total Un-Restricted Units	Restricted Monthly Rents	Unrestricted Monthly Rent	Proposed Monthly Rent	Monthly Utility Allowance	Monthly Rent Subsidy Amount	Subsidy Units	Monthly Subsidy Amount	Monthly Rent Subsidy Amount	Subsidy Units	Monthly Subsidy Amount	Monthly Rent Subsidy Amount	Subsidy Units	Monthly Subsidy Amount	Monthly Rent Subsidy Amount	Subsidy Units	Monthly Subsidy Amount	Net Monthly Restricted Rent	Net Monthly Proposed Rent	Monthly Unrestricted Rent
$13,200,000					66								$317,484	$64,516	$4,258,065	$4,258,065	$17,458,065	66			$1,028	$1,028	$200		$2,530	66	$166,980										$67,848	$13,200	
$11,600,000			include				58						$317,484	$64,516	$3,741,935	$3,741,935	$15,341,935	58			$1,028	$1,028	$200														$59,624	$11,600	
													$317,484																										
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$24,800,000	0	0	0	0	66	0	58	0	0		0	0	$8,572,078	$129,032	$8,000,000	$8,000,000	$32,800,000	124	0	0					$2,530	66	$166,980	$0	0	$0	$0	0	$0	$0	0	$0	$127,472	$24,800	$0

g Gap Calculation	
	$40,905,699
s/Investor Equity	
Partner Equity (Including Deferred Developer Fee)	
eded	$40,905,699
or Bond Debt Financing	
its.	
	$40,905,699

	$24,800,000
ssisted Units	$8,000,000
sidy amount/award	$6,244,030
	$40,905,699
pplication	$35,000,000
nt (From "Dev Sources" sheet Cell "G23")	$32,800,000
	$32,800,000
reviewed and approved by HCD)	$324,030

ch

operating grant amount per door, pursuant to the conditions of this Section:

ating Expenses is requested, the total amount of operating Award per Assisted Unit shall not exceed duration of the operating Award, as described below.

esting an operating Homekey+ subsidy award? Yes

perating Award is tied to the amount of the Applicant's fully committed matching funds. Sources are only d when an EFC meets the standard in Article VII demonstrating that a contract or commitment of funds is application.

lemonstrate a commitment of three years of non- Homekey+ operating funds for Assisted Units, HCD will ating Award sized for up to three years.

lemonstrate a commitment of four years of non-Homekey+ operating funds for Assisted Units, HCD will ating Award sized for up to four years.

lemonstrate a commitment of five or more years of non-Homekey+ operating funds for Assisted Units, e an operating Award sized for up to five years.

ental / Operating subsidy urce Name(s)	Commitment	Years	Annual Amount	Annual Per Unit	Monthly per Unit
Program Name (VASH)	$40,075,200	20	$2,003,760	$16,159	$1,347
Program Name (Specify)					
Program Name (Specify)					
Program Name (Specify)					
dies (Services grant - SF H	$2,945,544	5	$589,109	$4,751	$396
dies (Specify)					
dies (Specify)					
dies (LOSP - SF HSH)	$11,048,596	15	$736,573	$5,940	$495
dies (Specify)					
dies (Specify)					
dies (Specify)					
dies (Specify)					

			$3,329,442	$26,850	$2,238

Applicant(s) **total** operating subsidy committed amount	$54,069,340
Applicant(s) estimated **annual** subsidy amount	$3,329,442
Applicant(s) estimated monthly assisted per unit subsidy amount	$2,238

Homekey+ estimated monthly assisted per unit subsidy amount/award	$1,400
Homekey+ estimated **annual** subsidy amount/award	$2,083,200
Homekey+ **total** operating subsidy amount/award	$10,416,000
Homekey+ total operating subsidy amount/award requested	$6,244,030
Per cashflow, estimated **Homekey+** **total** amount/award based on need	$6,244,030

ermined based on need, exclusive of items referenced in subsection (v). The amounts and durations referenced in (i) **ms**. To be eligible to receive an operating Award based on need, the Applicant must submit documentation showing operating funding were sought but were unavailable to support Project operations. The Applicant must demonstrate that

sible federal, state, and local sources of rental assistance and other operating assistance to support sisted Units; and

ded applications or other written requests to the appropriate entity to secure Project-based rental or other ance to support operating the Assisted Units; or

er evidence from the appropriate entities that rental assistance and other operating assistance is not port operating the Assisted Units.

ies to also commit to continuing to seek operating funding in future years as funding becomes available. ncouraged to collaborate with their county behavioral health department to secure housing intervention by the Behavioral Health Services Act, which becomes available in July 2026. — Yes

that Awards for Operating Expenses may pay for a Project's necessary, recurring Operating Expenses in ICD. Operating Expenses should be included in the Project's submitted budget. Qualifying expenses can ses such as utilities, maintenance, management fees, taxes, licenses, and Supportive Services costs. — Yes

s that Awards for Operating Expenses shall not pay for the following expenses: §206(v)(a-g). — Yes

s that The Homekey+ funded portion of the Award for Operating Expenses must be expended no later nitial occupancy as per Section 204, with the Grantee establishing a capitalized operating subsidy reserve e eligible Operating Expenses, as outlined in this NOFA. HCD has the sole right to extend the expenditure years. The deposit of the Homekey+ Award for Operating Expenses into the COSR does not count as — Yes

uired to demonstrate a minimum three (3)-year commitment to provide operating funds for the proposed omekey+ Award for Operating Expenses. As noted in (ii.), additional local match may result in additional period up to five (5) years. Eligible Applicants may include funds from the Homekey+ Award for Operating udget for up to ten years from occupancy, as described in (vi.). Non-Homekey+ sources may be obtained g any federal, state, local, private, or philanthropic source. Applicants are encouraged to consider: see — Yes

ntial match sources is not exhaustive. Operating match requirements and the Project's potential match l during the required pre-application consultation.

owledges that the following requirements apply to operating match contributions: — Yes

t ensure the laws governing any funds to be used as matching contributions do not prohibit those funds Homekey+ funds; and

e used to satisfy the matching requirements of another program, then funding from that program may not ing requirements of the Homekey+ program.

mits described throughout this NOFA, Homekey+ will implement additional funding limits as follows:

nt that is not an Eligible Applicant will be limited to a maximum of four (4) Homekey+ Awards. At the sole Director of HCD or the Director's designee, requests for an exemption to this limit may be approved based ling, but not limited to, CalVet consultation as applicable, Co-Applicant capacity and Co-Applicant prior HCD awards.

Co-Applicants contemplate more than four (4) Homekey+ awards? — No

ding Limit:

s acknowledges that for other Projects, exclusive of gap financing projects described in Section 502, no n $35 million in total HCD sources may be used per Project. — Yes

ect funding limits applies to Homekey+ capital and operating funds, and to all HCD sources of permanent onsite development costs and operating costs. Grants from other HCD programs are excluded from this ct funding limit.

le discretion of the Director of HCD or the Director's designee, with CalVet consultation as applicable, per nding limit requests in excess of $10 million for Single Family Scattered Site Projects and $35 million for all jects, may be approved as an exemption to the Project funding limits, if the Project uniquely advances cy priorities, is high scoring, is located in high or highest resource areas as identified in the 2023 ity Maps – Adopted January 2023, and/or is located in a high-cost region. Applicants asserting the Project h-cost area shall provide data from HUD, the United States Census Bureau, or another authoritative validate the assertion. All exemption requests shall not exceed ten percent (10%) above the per Project mit.

pplicant be requesting excess of Project funding limit for the proposed Project? — Yes

n excess of Project funding — $324,030 — [HK+ Website]

e Resource Area per TCAC/HCD ity Area Map. — [2023 Opportunity Maps – Adopted Jan. 2023]

t located in a High or Highest Resource Area per TCAC/HCD Opportunity Area Map available at the time of n or site control? — No

entire TCAC/HCD Opportunity Area Map Tract ID #:

ity Area Map Category:

pplicants acknowledges and understand that at the sole discretion of the Director of the Department or the designee, per Project funding limit requests in excess of $35 million may be approved as an exemption to ct funding limits? — Yes

xemption to the limits in 1 and 2, Applicants must submit justification at the time of application. The e reviewed with the application package in accordance with Section 400. A form to request an exemption on the Homekey+ website when the Homekey+ application is released.

mit Exemption	Provide justification for the need in excess funding above the funding limits. Applicants asserting the Project is in a high-cost area shall provide data from HUD, the United States Census Bureau, or another authoritative source to validate the assertion.	Uploaded to HCD?	Yes

the HCD's Repeal of Stacking Prohibition of Multiple Department Funding Sources memo (Administrative
ated August 20, 2021, is hereby incorporated by this reference as if set forth in full herein, and it shall be
st ensure that all HCD funding sources in the Project are represented pursuant to the memo. Homekey+
ed with other HCD funding sources in a manner that causes either the per unit or total Project funding to
nent cost.

Yes

g Prohibition of Multiple Department Funding Sources memo

g under gap financing Section 502, are excluded from the limits within the memo.

rding any of the above requirements or answers.

End of Document

posed Rent

Annual Unrestricted Rent

Income and Rent Calculation Tables

TCAC/CDLAC/AHSC/CalHFA Income Limits Calculated from HUD 50% Income Limits

Income Level	Household Size							
	1	2	3	4	5	6	7	8
120%	$164,520	$188,040	$211,560	$234,960	$253,800	$272,640	$291,360	$310,200
110%	$150,810	$172,370	$193,930	$215,380	$232,650	$249,920	$267,080	$284,350
100%	$137,100	$156,700	$176,300	$195,800	$211,500	$227,200	$242,800	$258,500
95%	$130,245	$148,865	$167,485	$186,010	$200,925	$215,840	$230,660	$245,575
90%	$123,390	$141,030	$158,670	$176,220	$190,350	$204,480	$218,520	$232,650
85%	$116,535	$133,195	$149,855	$166,430	$179,775	$193,120	$206,380	$219,725
80%	$109,680	$125,360	$141,040	$156,640	$169,200	$181,760	$194,240	$206,800
60%	$82,260	$94,020	$105,780	$117,480	$126,900	$136,320	$145,680	$155,100
40%	$54,840	$62,680	$70,520	$78,320	$84,600	$90,880	$97,120	$103,400
35%	$47,985	$54,845	$61,705	$68,530	$74,025	$79,520	$84,980	$90,475
30%	$41,130	$47,010	$52,890	$58,740	$63,450	$68,160	$72,840	$77,550
25%	$34,275	$39,175	$44,075	$48,950	$52,875	$56,800	$60,700	$64,625
20%	$27,420	$31,340	$35,260	$39,160	$42,300	$45,440	$48,560	$51,700
15%	$20,565	$23,505	$26,445	$29,370	$31,725	$34,080	$36,420	$38,775

CalHFA 50% Rent Limits

(Assumes 1 person in 0-bedroom, 2 people in a 1 bdrm and 1 additional person per additional bedroom)

Level	0 Bdrm.	1 Bdrm.	2 Bdrm.	3 Bdrm.	4 Bdrm.	5 Bdrm.

TCAC/CDLAC/AHSC Rent Limits

(Assumes 1 person in 0-bdrm unit, 1.5 people per bedroom in other units)

TCACrentTbl

Limit	0 Bdrm.	1 Bdrm.	2 Bdrm.	3 Bdrm.	4 Bdrm.	5 Bdrm.
San Francisco1	$3,427	$3,672	$4,407	$5,091	$5,680	$6,266
San Francisco0.	$3,256	$3,488	$4,187	$4,836	$5,396	$5,952
San Francisco0	$3,084	$3,305	$3,966	$4,582	$5,112	$5,639
San Francisco0.	$2,913	$3,121	$3,746	$4,327	$4,828	$5,326
San Francisco0	$2,742	$2,938	$3,526	$4,073	$4,544	$5,013
San Francisco0.	$2,570	$2,754	$3,305	$3,818	$4,260	$4,699
San Francisco0	$2,399	$2,570	$3,085	$3,563	$3,976	$4,386
San Francisco0.	$2,227	$2,387	$2,864	$3,309	$3,692	$4,073
San Francisco0	$2,056	$2,203	$2,644	$3,054	$3,408	$3,759
San Francisco0.	$1,885	$2,019	$2,424	$2,800	$3,124	$3,446
San Francisco0	$1,713	$1,836	$2,203	$2,545	$2,840	$3,133
San Francisco0.	$1,542	$1,652	$1,983	$2,291	$2,556	$2,819
San Francisco0	$1,371	$1,469	$1,763	$2,036	$2,272	$2,506
San Francisco0.	$1,199	$1,285	$1,542	$1,781	$1,988	$2,193
San Francisco0	$1,028	$1,101	$1,322	$1,527	$1,704	$1,879
San Francisco0.	$856	$918	$1,101	$1,272	$1,420	$1,566
San Francisco0	$685	$734	$881	$1,018	$1,136	$1,253

4/1/24

county_name	lim50_21p1	lim50_21p2	lim50_21p3	lim50_21p4	lim50_21p5	lim50_21p6	lim50_21p7	lim50_21p8
Alameda	$54,500	$62,300	$70,100	$77,850	$84,100	$90,350	$96,550	$102,800
Alpine	$37,000	$42,250	$47,550	$52,850	$57,050	$61,300	$65,550	$69,750
Amador	$35,300	$40,350	$45,400	$50,400	$54,450	$58,500	$62,500	$66,550
Butte	$31,750	$36,300	$40,850	$45,350	$49,000	$52,600	$56,250	$59,850
Calaveras	$33,150	$37,850	$42,600	$47,300	$51,100	$54,900	$58,700	$62,450
Colusa	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Contra Costa	$54,500	$62,300	$70,100	$77,850	$84,100	$90,350	$96,550	$102,800
Del Norte	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
El Dorado	$41,300	$47,150	$53,050	$58,950	$63,650	$68,400	$73,100	$77,850
Fresno	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Glenn	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Humboldt	$30,950	$35,350	$39,750	$44,150	$47,700	$51,250	$54,750	$58,300
Imperial	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Inyo	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Kern	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Kings	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Lake	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Lassen	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Los Angeles	$48,550	$55,450	$62,400	$69,350	$74,900	$80,450	$86,000	$91,550
Madera	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Marin	$68,550	$78,350	$88,150	$97,900	$105,750	$113,600	$121,400	$129,250
Mariposa	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Mendocino	$31,650	$36,200	$40,700	$45,200	$48,850	$52,450	$56,050	$59,700
Merced	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Modoc	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Mono	$32,700	$37,400	$42,050	$46,750	$50,450	$54,200	$57,950	$61,700
Monterey	$46,350	$53,000	$59,600	$66,200	$71,500	$76,800	$82,100	$87,400
Napa	$51,400	$58,700	$66,100	$73,400	$79,300	$85,150	$91,050	$96,900
Nevada	$36,500	$41,700	$46,900	$52,100	$56,300	$60,450	$64,650	$68,800
Orange	$55,250	$63,100	$71,050	$78,900	$85,250	$91,550	$97,850	$104,150
Sacramento	$41,300	$47,150	$53,050	$58,950	$63,650	$68,400	$73,100	$77,850
San Francisco	$68,550	$78,350	$88,150	$97,900	$105,750	$113,600	$121,400	$129,250
San Joaquin	$33,750	$38,600	$43,400	$48,200	$52,100	$55,950	$59,800	$63,650
San Luis Obi	$44,600	$50,950	$57,300	$63,650	$68,750	$73,850	$78,950	$84,050
San Mateo	$68,550	$78,350	$88,150	$97,900	$105,750	$113,600	$121,400	$129,250
Santa Barbar	$56,950	$65,050	$73,200	$81,300	$87,850	$94,350	$100,850	$107,350
Santa Clara	$64,550	$73,750	$82,950	$92,150	$99,550	$106,900	$114,300	$121,650
Santa Cruz	$63,400	$72,450	$81,500	$90,550	$97,800	$105,050	$112,300	$119,550
Shasta	$31,200	$35,650	$40,100	$44,550	$48,150	$51,700	$55,250	$58,850
Sierra	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Siskiyou	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Solano	$44,050	$50,350	$56,650	$62,900	$67,950	$73,000	$78,000	$83,050
Stanislaus	$31,900	$36,450	$41,000	$45,550	$49,200	$52,850	$56,500	$60,150
Sutter	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Tehama	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Trinity	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Tulare	$30,800	$35,200	$39,600	$43,950	$47,500	$51,000	$54,500	$58,050
Tuolumne	$33,900	$38,750	$43,600	$48,450	$52,350	$56,200	$60,100	$63,950
Ventura	$49,250	$56,300	$63,350	$70,350	$76,000	$81,650	$87,250	$92,900

Development Budget

DEVELOPMENT COST	Total Project Costs	Residential Costs	Commercial Costs	Comments and explanation of basis changes
LAND COST/ACQUISITION				
Land Cost or Value	$27,750,000	$27,750,000		Per PSA
Demolition	$0			
Legal	$161,125	$161,125		
Land Lease Rent Prepayment	$0			
Total Land Cost or Value	$27,911,125	$27,911,125	$0	
Existing Improvements Cost or Value	$0			
Off-Site Improvements	$0			
Total Acquisition Cost	$0	$0	$0	
Total Land Cost / Acquisition Cost	$27,911,125	$27,911,125	$0	
Predevelopment Interest/Holding Cost	$238,310	$238,310		Interest on PSA deposit loan; transfer tax
Assumed, Accrued Interest on Existing Debt (Rehab/Acq)	$0			
Excess Purchase Price Over Appraisal	$0			
REHABILITATION				
Site Work	$0			
Structures	$6,037,818	$6,037,818		Includes conversion of SROs to studio units
General Requirements	$196,000	$196,000		
Contractor Overhead	$134,334	$134,334		
Contractor Profit	$134,334	$134,334		
Prevailing Wages	$0			
General Liability Insurance	$158,758	$158,758		
Urban Greening	$0			
Other Rehabilitation (Specify)	$0			
Other Rehabilitation (Specify)	$0			
Other Rehabilitation (Specify)	$0			
Total Rehabilitation Costs	$6,661,244	$6,661,244	$0	
NEW CONSTRUCTION				
Site Work	$0			
Structures	$0			
General Requirements	$0			
Contractor Overhead	$0			
Contractor Profit	$0			
Prevailing Wages	$0			
General Liability Insurance	$0			
Urban Greening	$0			
Other New Construction (Specify)	$0			
Other New Construction (Specify)	$0			
Other New Construction (Specify)	$0			
Other New Construction (Specify)	$0			
Other New Construction (Specify)	$0			
Other New Construction (Specify)	$0			
Other New Construction (Specify)	$0			
Total New Construction Costs	$0	$0	$0	
ARCHITECTURAL FEES				
Design	$268,195	$268,195		
Supervision	$50,120	$50,120		
Total Architectural Costs	$318,315	$318,315	$0	
Total Survey & Engineering	$0			
CONSTRUCTION INTEREST & FEES				
Construction Loan Interest	$829,314	$829,314		Acq/bridge loan prior to HK+ disbursement
Origination Fee	$194,000	$194,000		50bp on acq/bridge loan
Credit Enhancement/Application Fee	$0			
Bond Premium	$0			
Cost of Issuance	$0			
Title & Recording	$25,000	$25,000		
Taxes	$0			
Insurance	$0			
Employment Reporting	$0			
Other Construction Int. & Fees (Inspection)	$9,000	$9,000		HAF lender inspection costs
Other Construction Int. & Fees (Specify)	$0			
Total Construction Interest & Fees	$1,057,314	$1,057,314	$0	
PERMANENT FINANCING				
Loan Origination Fee	$0			
Credit Enhancement/Application Fee	$0			

Development Budget

DEVELOPMENT COST	Total Project Costs	Residential Costs	Commercial Costs	Comments and explanation of basis changes
Title & Recording	$20,000	$20,000		HK+ recording
Taxes	$0			
Insurance	$0			
Other Perm. Financing Costs (Specify)	$0			
Other Perm. Financing Costs (Specify)	$0			
Total Permanent Financing Costs	$20,000	$20,000	$0	
Subtotals Forward	$36,206,308	$36,206,308	$0	
LEGAL FEES				
Legal Paid by Applicant	$25,000	$25,000		Co-Applicant legal costs
Other Attorney Costs (Acq/bridge lender counsel)	$40,000	$40,000		HAF lender counsel
Other Attorney Costs (Perm financing counsel)	$25,000	$25,000		Co-Applicant counsel for HK+ closing
Other Attorney Costs (Specify)	$0			
Total Attorney Costs	$90,000	$90,000	$0	
RESERVES				
Operating Reserve	$1,139,672	$1,139,672		Deferred during construction
Replacement Reserve	$20,667	$20,667		Deferred during construction
Debt Service (including all HCD 0.42% Fees and Bond	$0	$0		
Transition Reserve Pool Fee	$0	$0		
Rent Reserve	$0			
Other Reserve Costs (Specify)	$0			
Other Reserve Costs (Specify)	$0			
Total Reserve Costs	$1,160,339	$1,160,339	$0	
CONTINGENCY COSTS				
Construction Hard Cost Contingency	$974,459	$974,459		Per SF MOHCD requirements
Soft Cost Contingency	$168,520	$168,520		
Total Contingency Costs	$1,142,979	$1,142,979	$0	
OTHER PROJECT COSTS				
TCAC App/Allocation/Monitoring Fees	$0			
Environmental Audit	$0			
Local Development Impact Fees	$0			
Permit Processing Fees	$75,000	$75,000		
Capital Fees	$0			
Marketing	$0			
Furnishings	$452,600	$452,600		$2,000/unit per SF MOHCD guidelines + common area
Market Study	$0			
Accounting/Reimbursable	$0			
Appraisal Costs	$0			
Broadband Readiness	$0			
Other Costs (Insurance)	$250,000	$250,000		General liability & builder's risk
Other Costs (Property taxes)	$330,873	$330,873		Taxes during construction
Other Costs (CM)	$47,600	$47,600		Construction management consultant
Other Costs (Specify)	$0			
Other Costs (Specify)	$0			
Total Other Costs	$1,156,073	$1,156,073	$0	
SUBTOTAL PROJECT COST	$39,755,699	$39,755,699	$0	
DEVELOPER COSTS				
Developer Overhead/Profit	$1,000,000	$1,000,000		
Consultant/Processing Agent	$0			
Project Administration	$150,000	$150,000		3rd-Party development services consultant
Broker Fees Paid to a Related Party	$0			
Construction Oversight by Developer	$0			
Other Developer Costs (Specify)	$0			
Total Developer Costs	$1,150,000	$1,150,000	$0	
TOTAL PROJECT COST	$40,905,699	$40,905,699	$0	
			Eligible Basis:	

Scroll to the Right for more data input (sources) -->

Residential Sources and Uses Budget

USES OF FUNDS	Total Cost from Dev Budget	Homekey+ Grant	City & County of SF Loan											Deferred Developer Fees	Developer Fee Contribution	GP Equity	Gross Tax Credit Equity	Total Residential Sources
LAND COST/ACQUISITION																		
Land Cost or Value	$27,750,000	$27,750,000																$27,750,000
Demolition	$0																	$0
Legal	$161,125	$161,125																$161,125
Land Lease Rent Prepayment	$0																	$0
Total Land Cost or Value	$27,911,125	$27,911,125	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$27,911,125
Existing Improvements Cost or Value	$0																	$0
Off-Site Improvements	$0																	$0
Total Acquisition Cost	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Total Land Cost / Acquisition Cost	$27,911,125	$27,911,125	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$27,911,125
Predevelopment Interest/Holding Cost	$238,310	$238,310																$238,310
Assumed, Accrued Interest on Existing Debt (Rehab/Acq)	$0																	$0
Excess Purchase Price Over Appraisal	$0																	$0
REHABILITATION																		
Site Work	$0																	$0
Structures	$6,037,818	$4,650,565	$1,387,253															$6,037,818
General Requirements	$196,000		$196,000															$196,000
Contractor Overhead	$134,334		$134,334															$134,334
Contractor Profit	$134,334		$134,334															$134,334
Prevailing Wages	$0																	$0
General Liability Insurance	$158,758		$158,758															$158,758
Urban Greening	$0																	$0
Other Rehabilitation (Specify)	$0																	$0
Other Rehabilitation (Specify)	$0																	$0
Other Rehabilitation (Specify)	$0																	$0
Total Rehabilitation Costs	$6,661,244	$4,650,565	$2,010,679	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$6,661,244
Total Relocation Expenses	$0																	$0
NEW CONSTRUCTION																		
Site Work	$0																	$0
Structures	$0																	$0
General Requirements	$0																	$0
Contractor Overhead	$0																	$0
Contractor Profit	$0																	$0
Prevailing Wages	$0																	$0
General Liability Insurance	$0																	$0
Urban Greening	$0																	$0
Other New Construction (Specify)	$0																	$0
Other New Construction (Specify)	$0																	$0
Other New Construction (Specify)	$0																	$0
Other New Construction (Specify)	$0																	$0
Other New Construction (Specify)	$0																	$0
Other New Construction (Specify)	$0																	$0
Other New Construction (Specify)	$0																	$0
Total New Construction Costs	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
ARCHITECTURAL FEES																		
Design	$268,195		$268,195															$268,195
Supervision	$50,120		$50,120															$50,120
Total Architectural Costs	$318,315	$0	$318,315	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$318,315
Total Survey & Engineering	$0																	$0
CONSTRUCTION INTEREST & FEES																		
Construction Loan Interest	$829,314		$829,314															$829,314

Origination Fee	$194,000		$194,000															$194,000
Credit Enhancement/Application Fee	$0																	$0
Bond Premium	$0																	$0
Cost of Issuance	$0																	$0
Title & Recording	$25,000		$25,000															$25,000
Taxes	$0																	$0
Insurance	$0																	$0
Employment Reporting	$0																	$0
Other Construction Int. & Fees (Inspection)	$9,000		$9,000															$9,000
Other Construction Int. & Fees (Specify)	$0																	$0
Total Construction Interest & Fees	$1,057,314	$0	$1,057,314	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,057,314

PERMANENT FINANCING

Loan Origination Fee	$0																	$0
Credit Enhancement/Application Fee	$0																	$0
Title & Recording	$20,000		$20,000															$20,000
Taxes	$0																	$0
Insurance	$0																	$0
Other Perm. Financing Costs (Specify)	$0																	$0
Other Perm. Financing Costs (Specify)	$0																	$0
Total Permanent Financing Costs	$20,000	$0	$20,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$20,000
Subtotals Forward	$36,206,308	$32,800,000	$3,406,308	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$36,206,308

LEGAL FEES

Legal Paid by Applicant	$25,000		$25,000															$25,000
Other Attorney Costs (Acq/bridge lender counsel)	$40,000		$40,000															$40,000
Other Attorney Costs (Perm financing counsel)	$25,000		$25,000															$25,000
Other Attorney Costs (Specify)	$0																	$0
Total Attorney Costs	$90,000	$0	$90,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$90,000

RESERVES

Operating Reserve	$1,139,672		$1,033,973															$1,033,973
Replacement Reserve	$20,667		$20,667															$20,667
Transition Reserve Pool Fee	$0																	$0
Rent Reserve	$0																	$0
Debt Service (including all HCD 0.42% Fees and Bond Issuer Fee)	$0																	$0
Other Reserve Costs (Specify)	$0																	$0
Other Reserve Costs (Specify)	$0																	$0
Total Reserve Costs	$1,160,339	$0	$1,054,640	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,054,640

CONTINGENCY COSTS

Construction Hard Cost Contingency	$974,459		$974,459															$974,459
Soft Cost Contingency	$168,520		$168,520															$168,520
Total Contingency Costs	$1,142,979	$0	$1,142,979	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,142,979

OTHER PROJECT COSTS

TCAC App/Allocation/Monitoring Fees	$0																	$0
Environmental Audit	$0																	$0
Local Development Impact Fees	$0																	$0
Permit Processing Fees	$75,000		$75,000															$75,000
Capital Fees	$0																	$0
Marketing	$0																	$0
Furnishings	$452,600		$452,600															$452,600
Market Study	$0																	$0
Accounting/Reimbursable	$0																	$0
Appraisal Costs	$0																	$0
Broadband Readiness	$0																	$0
Other Costs (Insurance)	$250,000		$250,000															$250,000
Other Costs (Property taxes)	$330,873		$330,873															$330,873
Other Costs (CM)	$47,600		$47,600															$47,600
Other Costs (Specify)	$0																	$0
Other Costs (Specify)	$0																	$0
Total Other Costs	$1,156,073	$0	$1,156,073	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,156,073
SUBTOTAL PROJECT COST	$39,755,699	$32,800,000	$6,850,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$39,650,000

DEVELOPER COSTS

Developer Overhead/Profit	$1,000,000		$1,000,000															$1,000,000
Consultant/Processing Agent	$0																	$0
Project Administration	$150,000		$150,000															$150,000
Broker Fees Paid to a Related Party	$0																	$0
Construction Oversight by Developer	$0																	$0
Other Developer Costs (Specify)	$0																	$0
Total Developer Costs	$1,150,000	$0	$1,150,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,150,000
TOTAL PROJECT COST	$40,905,699	$32,800,000	$8,000,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$40,800,000

TOTAL PROJECT COSTS	$40,905,699	$32,800,000	$8,000,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$40,800,000

Explain unusual or extraordinary circumstances that have resulted in higher than expected Project costs; provide a justification as to why these costs are reasonable.

1. Construction loan interest represents interest on a Housing Accelerator Fund acquisition/bridge loan for acquisition that is not shown in the Dev Sources table as it is to be repaid during the construction phase once HK+ funds are available.

2. The red cells are fractional dollar amounts. This worksheet requires data entry to be to the full dollar but the Calculation Worksheet calculates reserve requirements to the cent.

		Commercial Sources		
Residential Costs	Commercial Costs			Residential Cost Difference Dev Budget vs. Sources
Total	Total			
$27,750,000	$0			$0
$0	$0			$0
$161,125	$0			$0
$0	$0			$0
$27,911,125	$0	$0	$0	$0
$0	$0			$0
$0	$0			$0
$0	$0	$0	$0	$0
$27,911,125	$0	$0	$0	$0
$238,310	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$6,037,818	$0			$0
$196,000	$0			$0
$134,334	$0			$0
$134,334	$0			$0
$0	$0			$0
$158,758	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$6,661,244	$0	$0	$0	$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0	$0	$0	$0
$268,195	$0			$0
$50,120	$0			$0
$318,315	$0	$0	$0	$0
$0	$0			$0
$829,314	$0			$0

$194,000	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$25,000	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$9,000	$0			$0
$0	$0			$0
$1,057,314	$0	$0	$0	$0

$0	$0			$0
$0	$0			$0
$20,000	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$20,000	$0	$0	$0	$0
$36,206,308	$0	$0	$0	$0

$25,000	$0			$0
$40,000	$0			$0
$25,000	$0			$0
$0	$0			$0
$90,000	$0	$0	$0	$0

$1,139,672	$0			$105,699
$20,667	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$1,160,339	$0	$0	$0	$105,699

$974,459	$0			$0
$168,520	$0			$0
$1,142,979	$0	$0	$0	$0

$0	$0			$0
$0	$0			$0
$0	$0			$0
$75,000	$0			$0
$0	$0			$0
$0	$0			$0
$452,600	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$250,000	$0			$0
$330,873	$0			$0
$47,600	$0			$0
$0	$0			$0
$0	$0			$0
$1,156,073	$0	$0	$0	$0
$39,755,699	$0	$0	$0	$105,699

$1,000,000	$0			$0
$0	$0			$0
$150,000	$0			$0
$0	$0			$0
$0	$0			$0
$0	$0			$0
$1,150,000	$0	$0	$0	$0
$40,905,699	$0	$0	$0	$105,699

$40,905,699	$0	$0	$0

Supportive Services Plan

Hoarding and Cluttering Addendum
Lead Based Paint Addendum

Section 2: Referrals (NOFA §505. Tenant Referrals)

The following prompts address the required use of the Coordinated Entry System (CES) for all referrals into Homekey+ Assisted Units or an alternate comparable prioritization system based on greatest need. Note that use of standard waiting lists is prohibited, in that both of these systems must prioritize referrals based on highest acuity needs, rather than first-come first served. Applicants must demonstrate efforts to coordinate with their local county behavioral health department to ensure the referral process to the Homekey+ Assisted Units is aligned with the requirements of this NOFA.

a. Describe how the local CES will be used to fill Homekey+ Assisted Units based on the use of a standardized assessment tool which prioritizes those with the highest need and the most barriers to housing retention. Include the CES agency's name, primary staff person's name, and contact information. If the local CES is not yet operational, describe when it will be established and the plan to use it.

Swords to Plowshares has been an early adopter of San Francisco's Coordinated Entry System as homeless veterans were the first population to pilot the existing system. Swords staff participates in weekly collaboration meetings with the City's CE team, VA HUD VASH and Health Care for Homeless Veterans staff, SF Dept of Homelessness and Supportive Housing staff, Swords' program staff, and other providers to work through the local by-name-list and identify veterans who are being prioritized for permanent supportive housing or that should be triaged to other housing supports such as rapid re-housing interventions. This weekly coordination between the Access Point, VA and the City on referrals to programs, via Coordinated Entry, with the VA taking lead on VASH eligible veterans and the Access Point doing so on VASH ineligible. Swords uses this system to fill all vacancies at all of its existing Permanent Supportive Housing sites. This system will be fully utilized to lease up 1035 Van Ness as well as any vacancies that occur post lease up. Swords' contact with the COC is Megan Owens Faught, Coordinated Entry System Manager, Department of Homelessness and Supportive Housing -- megan.faught@sfgov.org, Ph: (415) 355-5325/ Fax: (415) 557-6033.

b. If using a separate comparable prioritization system than CES please describe that system. Prioritization for Homekey+ units should be based on greatest need factors and assessments established by the local jurisdiction in collaboration with the Continuum of Care (CoC). CoC collaboration in Project and Supportive Services design is also strongly encouraged to help target and serve those with the greatest need.

This project will not utilize a system outside of CES.

Section 3: Housing First Certification §504

The Eligible Applicant shall certify to employ the core components of Housing First, as set forth at Welfare and Institutions Code §8255, subdivision (b), in its property management and tenant selection practices. Complete the checklist below to certify compliance with Housing First.

Tenant Screening

1.	If the project cannot serve someone, it works through the coordinated entry process to ensure that those individuals or families have access to housing and services elsewhere.	Yes
2.	The project does everything possible not to reject an individual or family based on poor credit or financial history, poor or lack of rental history, minor criminal convictions, or behaviors that are interpreted as indicating a lack of "housing readiness."	Yes
3.	Access to the project is not contingent on sobriety, minimum income requirements, lack of a criminal record, completion of treatment, participation in services, or any other unnecessary condition not imposed by the terms of the funding itself.	Yes
4.	People with disabilities are offered clear opportunities to request reasonable accommodations within applications and screening processes and during tenancy. Building and units include physical features that accommodate disabilities.	Yes

Housing-Based Voluntary Services

1.	If serving youth experiencing homelessness, services use a positive youth development model and culturally competent services to engage with tenants.	N/A
2.	Services are informed by a harm-reduction philosophy that recognizes that substance use/ addiction are a part of some tenants' lives. Tenants are engaged in non-judgmental communication regarding substance use and are offered education regarding safer practices and how to avoid risky behaviors.	Yes
3.	Case managers and service coordinators who are trained in and actively employ evidence-based practices for client engagement, including, but not limited to, motivational interviewing and client-centered counseling.	Yes
4.	Participation in services or compliance with service plans are not conditions of tenancy but are reviewed with tenants and regularly offered as a resource to tenants. Housing and service goals and plans are highly tenant driven.	Yes
5.	Supportive services emphasize engagement and problem-solving over therapeutic goals.	Yes

Housing Permanency

1.	Substance use in and of itself, without other lease violations, is not considered a reason for eviction.	Yes
2.	Tenants in supportive housing are given reasonable flexibility in paying their share of rent on time and offered special payment arrangements for rent arrears and/or assistance with financial management, including representative payee arrangements.	Yes
3.	Every effort is made to provide a tenant the opportunity to transfer from one housing situation, program, or project to another if tenancy is in jeopardy. Whenever possible, eviction back into homelessness is avoided.	Yes
4.	Program Requires Housing Providers to Provide Tenants with Leases and Reflects Tenants' Rights & Responsibilities Of Tenancy Under CA Law (including eviction protections).	Yes
5.	§302(i)(b) Applicants certifies to provide and maintain written policies and procedures covering: §302(i)(b)(1-5)	Yes

Part II. Supportive Services Detail

Section 1: Lead Service Provider Information

If already identified, list the supportive service provider (s) for the Target Population and any proposed sub-populations to be served by the Project. If more than one Provider will be offering services, clearly identify who the Lead Service Provider is and describe how services will be coordinated.

Provider Name	Populations the Provider will serve	Services Provider will offer
Swords to Plowshares: Veterans Rights Organization	Chronically Homeless (CH), Homeless with Disability (HD), Other Homeless (OH) veterans	Onsite case management, groups, activities, money management support, peer support, resource referral, transportation, linkage with services provided at Swords to Plowshares' service center located at 1060 Howard St. Those additional services would include access to Legal supports for VA monetary benefits, Discharge upgrades, and access to VHA care, Employment & Training, Mental Health services to include suicide prevention, Veterans Community Center, daily hot
Department of Veterans Affairs	CH, HD, OH veterans	Onsite case management and attendance at onsite coordination meetings. Peer Support services.
SF Dept of Public Health (DPH), Permanent Housing Advanced Clinical Services (PHACS) team	CH, HD, OH veterans	Crisis intervention, assessment, care coordination, medication management, overdose prevention, assistance monitoring tenant health status and emerging chronic medical conditions. Consultation services to Swords onsite team when needed.

Describe any known conflicts and/or the mitigation strategy for when Homekey+ funding or other program requirements conflict with Housing First practices, as applicable.

There are no known conflicts with Housing First practices for this project.

If your tenant households will include minor children and/or adult dependents, describe any additional criteria that will be used to ensure prospective tenants are eligible to occupy the Homekey+ Assisted Units.

In the case of minor children and/or adult dependents of veterans, individuals will not increase the household income beyond the income requirements for the unit. Any additional tenants to the lease will need to have their income calculated as part of the tenancy process. Additionally, all adult applicants added to the lease will be required to pass any additional protocols or checks as required by the public funding agency and/or subsidy source for the unit.

Section 2: Supportive Services Chart

Required Services: List and describe all services as required in §302 to be offered to tenants of the Homekey+ Assisted Units.

Resident Service	Service Description	Frequency	Hours	Service Provider	Off-site Service Location
List each service separately	Describe service, including the degree to which services are provided.	Frequency of services provided	Provide the hours of availability	Provider's Name	If service is on-site, leave blank. Enter distance, in miles, to off-site service and list resident commuting options. Reasonable access is access that does not require walking more that one-half mile.
Case management	HUD-VASH residents will work directly with the VA Social Worker on their individual service plans and all other service related needs. Non-VASH residents: Shortly after residents are placed in housing, Swords to Plowshares staff will conduct an initial needs assessment and develop an individual life plan for each resident on a voluntary basis. This plan will identify the challenges the resident faces, as well as their goals around housing	Monthly or as needed	9am-4pm	Department of Veterans Affairs; Swords to Plowshares	
Peer support activities	HUD-VASH: The VA will provide a Peer Specialist staff member, 0.5 FTE, to provide peer services to veterans in HUD-VASH Units. At 1035 Van Ness, Swords to Plowshares will hire a Peer Specialist to support any veteran living at the property. We will also have this work staffed by Community Organizer positions, these positions are currently held by veterans. This person's role, Community Organizer, will be to work with veterans across our housing	Weekly or as needed	9am-4pm	Department of Veterans Affairs; Swords to Plowshares	
Mental health care	HUD-VASH: HUD-VASH staff will take the lead with veterans on their caseload, Swords to Plowshares will step in if they are unavailable and a veteran is in need of support. Services will be available to all veterans as needed and will be employed during individual sessions with case management staff. MHS staff will also facilitate groups onsite. MHS staff will also partner with our VA colleagues to facilitate onsite groups as are currently done within other	Weekly or as needed	9am-4pm	Department of Veterans Affairs; Swords to Plowshares	Veterans who are VHA eligible and in need of mental health care services will be referred to the Fort Miley Hospital, which is approximately 4.7 miles away from the property and accessible by public transportation--MUNI Bus Route 38 which operates 24 hours/day ($2.75/ride; $1.25 for youth, seniors, and people with disabilities). The MUNI stop is located less than 500 ft from the entrance of 1035 Van Ness Ave. Case Managers
Substance use services	HUD-VASH: Swords to Plowshares will use a Harm Reduction approach when working with residents who struggle with substance abuse, and will focus on helping the resident reduce the negative consequences of their drinking or drug use. Residents who wish to receive treatment for substance abuse will be provided with referrals, and will receive support from their HUD-VASH Case Managers, including one-on-one support and	Weekly or as needed	9am-4pm	Department of Veterans Affairs; Swords to Plowshares	Veterans who are VHA eligible and in need of substance use services will be referred to the Fort Miley Hospital, which is approximately 4.7 miles away from the property and accessible by public transportation--MUNI Bus Route 38 which operates 24 hours/day ($2.75/ride; $1.25 for youth, seniors, and people with disabilities). The MUNI stop is located less than 500 ft from the entrance of 1035 Van Ness Ave. Case Managers
Behavioral health services	HUD-VASH: HUD-VASH staff will take the lead with veterans on their caseload, Swords to Plowshares will step in if they are unavailable and a veteran is in need of support. Services will be available to all veterans as needed and will be employed during individual sessions with case management staff. MHS staff will also facilitate groups onsite. MHS staff will also partner with our VA colleagues to facilitate onsite groups as are currently done within other	Weekly or as needed	9am-4pm	Department of Veterans Affairs; Swords to Plowshares	

Swords to Plowshares case management and property management staff receive cultural competency training two times per year, provided by the agency. Swords to Plowshares' Combat to Community® education training is a series of accredited cultural competency curricula developed by our Institute for Veteran Policy team with the purpose of educating the community to address the challenges veterans face re-integrating and the unique skill sets they acquire in service.

In our general Combat to Community® training for service providers and our specific training on Veterans and Domestic Violence, we include information on the veterans who have been involved with intimate partner violence, the risk factors for veterans, and the unique challenges veterans face. Swords to Plowshares will also work closely with local non-profits that

Describe initial and periodic training plans associated with the above item including who will be trained, the type of training, cost, and how often training occurs.

At hire, within the first 90 days, staff are required to take a host of trainings such as motivational interviewing, critical time intervention, de-escalation, trauma-informed care, crisis management, suicidality, and harm reduction. The Mental Health Specialist and Peer Specialist will participate in any training provided that is relevant to their work and within their scopes of practice. Clinical supervisory staff will also provide ongoing training to staff members with information learned at formal training sessions provided by certified vendors such as PESI Inc., a well-known non-profit agency specializing in behavioral health trainings and seminars. Swords to Plowshares Housing Staff also have access to a locally funded Corporation for Supportive Housing Training Portal where there are various trainings related to de-escalation, trauma informed service delivery, among other curriculums that are free of charge. These are webinars that can be accessed at any time along with written information that is directly relatable to staff providing services in permanent supportive housing from case managers,

9. Provide a description of plans and measures to ensure the safety and security of residents and staff (e.g., guest and visitor policies, policies on the violation of safety rules, staff training, and building design features intended to promote security).

Staff and resident safety is very important to the agency. Swords to Plowshares trains housing staff to be able to respond to many of the emergencies they may face while at work. Front desk staff have access to a secured office at all times in case they are in danger while at the desk. This space will have access to a phone so that emergency services can be called. Additionally, panic buttons will be installed in private offices. We have installed panic buttons at all service locations and established a Panic Button Alarm Procedure for each site. Staff are trained at on-boarding and annually on Panic Button Alarm Procedures which include instructions for Use and Activation (including threatening of physical violence, physical violence and verbal or physical aggression), Designated Staff Roles, Response when Alarm is Activated, and a list of Current Emergency Contacts. Staff will also be aware of emergency exits and protocols in case of fire or other incidents that may require evacuation. Staff are aware they must ensure their own safety in order to better support residents at the property. A

10. The property manager and LSP shall have three or more years of experience serving persons of each unique Target Population of people with Behavioral Health Challenges. If a property manager or LSP is not yet selected for the proposed Project, the Eligible Applicant shall certify that this requirement will be reflected in any future solicitation or memorandum of understanding (MOU) (see Section 305 for points awarded). If the property management and/or LSP has three or more years serving persons experiencing homelessness, but not Veterans experiencing homelessness, HCD in its sole discretion may deem the property manager and/or LSP to have met this requirement, provided the property manager and/or LSP agrees to completing a training provided by CalVet.

Projects with Youth Assisted Units must jointly apply and/or partner with a nonprofit corporation(s), including community-based organization(s), with at least three years of experience serving current or former Foster Youth, Homeless Youth, or Youth at Risk of Homelessness.

Describe how your experience meets this criteria, including any need for training by CalVet.

Swords to Plowshares has been providing services to veterans for over 50 years in the San Francisco Bay Area. Swords as an agency prides itself on defining a veteran as anyone who has ever served, regardless of their discharge status or time served in the military. We are a nationally recognized leader in veteran services to include the creation of the Combat to Community® training program along with our hallmark Legal services for veterans with "bad paper", veterans who were discharged from the military under circumstances that preclude them from VA Healthcare and other services and monetary benefits from the VA. Swords to Plowshares has worked over these 50 years on behalf of veterans who were discharged from the military with no benefits in order to assist them to regain those benefits through discharge upgrades, service connection claims, and other administrative processes. We understand that access to VA healthcare can be life saving care and also potential access to a permanently affordable housing voucher and supportive services. For those veterans

Part III. Staffing

Section 1a: Staffing Description

Describe the overall staffing pattern, including the roles and responsibilities for each position listed in the Staffing Chart below. List the target populations served through each position.

1035 Van Ness will only serve homeless and at-risk veterans as defined in the HomeKey+ NOFA. All units will be HK+ assisted units. All positions listed herein will also only serve veterans eligible for HK+ assisted units deemed eligible for the program based on their homeless status, income at entry, and disabling condition(s). The HK+ assisted units are supported by either project-based HUD-VASH vouchers, utilization of the capitalized operating subsidy reserve (COSR) funded through a HK+ operating assistance grant, and San Francisco Local Operating Subsidy (LOSP) assistance that will continue to allow the funding of onsite case management and supportive services provided by Swords to Plowshares and the San Francisco Veterans Health Administration's HUD-VASH team after the HK+ subsidy is fully drawn down in Year 5. The project has received a commitment letter for the a total of 66 Project-Based HUD-VASH units, all of these units will be included in the HK+ assisted units. The 66 HK+ units supported by HUD-VASH will include 2.0 FTE VA Socialworkers who will provide onsite supportive services, connection to offsite resources and referrals to care and services not provided by the VA, and a 0.5 FTE Peer Specialist to assist veterans with engaging with the onsite VA Socialwork staff, support veterans in getting to and from appointments, and encouraging veterans to be active participants in their care and community. The project will also benefit, after the drawdown of the COSR, from 58 LOSP-assisted units for formerly homeless and at-risk veterans. For these HK+ assisted units, this amounts to 3.0 FTE Mental Health Specialists (MHS) who will provide onsite supportive services, groups and activities, connections to offsite resources and referrals to care and services not provided by Swords onsite or at our offsite location at 1060 Howard St. Swords will also provide 1.0 FTE Peer Specialist to assist veterans with engaging with the onsite MHS and VA staff, support veterans in getting to and from appointments, provide weekly groups and activities, and encourage veterans to be active participants in their care and community. Swords will also provide 0.17 FTE Community Organizer staff who will provide support with the implementation of an onsite Tenant Council that will meet monthly, provide access to curated offsite activities in the community. Swords to Plowshares will also commit 0.17 FTE of a Residential Programs Administrative Coordinator to assist with data entry for the local HMIS system in addition to monitoring data quality and reporting for this project. The staffing pattern outlined will ensure that veterans living at 1035 Van Ness will have access to supportive services and activities both on and offsite. The staffing pattern meets the requirements of HK+ as outlined in the NOFA. All positions will provide services onsite, with the exception of the HMIS Administrative Coordinator who will be located offsite. For veterans not engaged in VA medical care, the San Francisco Department of Public Health's PHACS team (Permanent Housing Advanced Clinical Services) is a multidisciplinary team that will provide crisis intervention, assessment, care coordination, medication magagement, overdose prevention, and will also help monitor the health status and any emerging chronic medical condtions. The

Section 1b: Staffing Chart

List all staff positions that will provide services to the tenants of the Homekey+ Assisted Units. Include any staff positions of partnering organizations who have committed time to the Project. Include the services coordination staff. For each position, list the position title, minimum requirements, the full-time equivalent (FTE), the organization under which the position resides, and the location of the position (on-site or off-site). Do not include staff which serve non-Homekey+ Units and supervisors, peer support positions, or HMIS Administration positions. If a staff position serves both tenants in Homekey+ and non-Homekey+ units, include only that portion (i.e., % FTE) of the staff position dedicated to Homekey+ Assisted Units. Attach a copy of each positions duty statement, if these documents are available.

NOTE: Indicate which staff position will be responsible for Homeless Management Information System data entry and CoC coordination.

Title	Minimum requirements	Total FTE: 7.1	Employing Organization	Location
List each staff position	List minimum required staff preparation include (education & experience).	Indicate FTE staff positions for Homekey+ units (half-time is 0.5)	List which organization will employ each staff position	Select "On-Site" or "Off-Site"
Residential Programs Administrative Coordinator (HMIS)	Responsible for internal compliance, data entry and data quality. Minimum High School Diploma with data management experience. Bachelor's prefered with at least one year of experience in data management and/or compliance. Veteran status prefered, not required.	0.17	Lead Service Provider	Off-Site
Case Manager - Swords to Plowshares	Mental Health Specialist - Masters level, Clinical lincensure required, minimum 4 years post-masters experience providing direct services to homeless, substance use disorder and dual diagnoised individuals. Provides individual psychotherapy to a caseload of dually diagnoised veteran residents; and assists veteran residents to meet program goals regarding Residential Stability, Increased Skills or Income,	3.00	Lead Service Provider	On-Site
Peer Specialist	High School diploma. Veteran prefered. Minimum one year experience working with or on behalf of low-income individuals. Experience in crisis intervention. Engagment with all veterans in the building and creates community-building activities. Assist veterans in better connecting with the onsite supportive services and property management teams. Aides veterans in getting to appointments when needed.	1.00	Lead Service Provider	On-Site
Case Manager - VA	VA HUD-VASH Case Manager - Education and experience determined by the the VA, minimum education MSW level	2.00	Other Supportive Services Provider	On-Site
Peer Support - VA	VA Peer Support Specialist. Veteran status required. Discharged or released from [illegible]	0.50	Other Supportive Services Provider	On-Site
[illegible]	[illegible]	0.17	Lead Service Provider	On-Site
[illegible]	[illegible]	0.10	Other Supportive Services Provider	On-Site
[illegible]	[illegible]	0.10	Other Supportive Services Provider	On-Site
[illegible]	[illegible]	0.10	Other Supportive Services Provider	On-Site
File Name	23. LSP resumes	Provide resumes of Supportive Services staff who will be overseeing Case Managers on the Project. Not required for Assisted Units with Veterans Affairs Supportive Housing (HUD-VASH) vouchers	Uploaded to HCD?	Yes

Section 2: Staffing Ratios

1. Complete case manager staffing ratio chart to show how many staff are assigned per client (for example 2:1, 3:1, etc.). Include all case management. Provide only the number of ongoing direct service staff positions that will provide services to the tenants of the Homekey+ Assisted Units, (for example, case manager, psychiatric nurse, services coordinator, etc.).
Do not include supervisors, peer support positions, or HMIS Administration positions.

Population Type:	Chronically Homeless (cannot exceed 20 to 1 ratio)	Homeless (cannot exceed 25 to 1 ratio)	At-Risk of Homelessness (cannot exceed 40 to 1 ratio)	Homeless Youth, or Youth at Risk of Homelessness (cannot exceed 15 to 1 ratio)	Veterans Chronically Homeless (cannot exceed 20 to 1 ratio)	Veterans Homeless (cannot exceed 25 to 1 ratio)	Veterans At-Risk of Homelessness (cannot exceed 40 to 1 ratio)	Veterans Homeless Youth, or Youth at Risk of Homelessness (cannot exceed 15 to 1 ratio)	Totals Units
Units Serving Subpopulation	0	0	0	0	0	66	58	0	124
Staff Serving Subpopulation					0	3.3	2		5.3
Case Manager Ratio						20.0 to 1	29.0 to 1		23.4 to 1

Describe staffing ratio special circumstances below.

Staffing ratio chart in Sec. 2 includes only direct case management staff. It excludes peer support (1.0 FTE Swords; 0.5 FTE VA), HMIS administration (0.17 FTE), and community organizer (0.17 FTE) positions that are shown above in Sec. 1.

Part IV. Supportive Services and Property Management Budget

Provide a line item supportive services budget for the Project using the format below. Complete both income and expense portions of the budget on a yearly basis. Include all costs associated with implementing your SSP, including any in-kind services. Include income and expenses for all staff positions and partnering organizations who have committed time to the Project. Total expenses should equal total income. Add expense item categories & lines as necessary. Don't include costs associated with providing services in non-Homekey+ Assisted Units. If costs are associated with both Homekey+ & non-Homekey+ Assisted Units, include only the Homekey+ Assisted Units portion.

Staff Salaries: List by title of position. (This list must match the Staffing Chart above.)

Expense Item			Amount	Type	Funding Status	% of Total Budget
On-Site Manager(s)	FTE:	1.00	$76,580	Cash	Committed	4.99%
On-Site Assistant Manager(s)	FTE:	1.00	$71,100	Cash	Committed	4.63%
Supportive Services Staff Supervisor(s)	FTE:	0.17	$27,200	Cash	Committed	1.77%
Supportive Services Coordinator, On-Site	FTE:	0.51	$44,064	Cash	Committed	2.87%
Other Supportive Services Staff (inc. Case Manager)	FTE:	4.00	$294,166	Cash	Committed	19.16%
On-Site Maintenance Employee(s)	FTE:	2.00	$112,320	Cash	Committed	7.31%
On-Site Leasing Agent/Administrative Employee(s)	FTE:	0.00	$0			0.00%
On-Site Security Employee(s)	FTE:	7.40	$450,569	Cash	Committed	29.34%
PM Administrative Staff	FTE:	0.73	$93,700	Cash	Committed	6.10%
	FTE:	0.00	$0			0.00%
	FTE:	0.00	$0			0.00%
	FTE:	0.00	$0			0.00%
Fringe Benefits			$345,976	Cash	Committed	22.53%
Total Staff Expenses			**$1,515,675**			**98.71%**

Staff Salaries: List by title of position. (This list must match the Staffing Chart above.)

Expense Item	Amount	Type	Funding Status	% of Total Budget
Tenant Transportation (per SSP)	$0			0.00%
Staff training (per SSP)	$5,600	Cash	Committed	0.36%
Equipment	$7,073	Cash	Committed	0.46%
Supplies	$7,200	Cash	Committed	0.47%
Travel	$0			0.00%
Office Rent/Occupancy Costs (don't include rent/lease	$0			0.00%
Training	$0			0.00%
Other Supportive Services Costs (Food Program)	$0			0.00%
Other Supportive Services Costs (specify)	$0			0.00%
Total Expenses	**$1,535,548**			**1.29%**
Supportive Services Admin Overhead	$65,818	Cash	Committed	0.00%
Security Contract	$0			0.00%

Part V. Property Management Plans and Tenant Selection

Section 1: Property Management Plans and Tenant Selection

The Property Management Plan and tenant selection policies submitted with the Homekey+ application will be evaluated for the following consistent with state Housing First requirements. These documents must identify, describe, and utilize Housing First and low-barrier tenant selection processes that prioritize those with the highest needs for available housing. The descriptions of the use of Housing First and tenant selection in this SSP must be consistent with the Property Management Plan and the tenant selection policies. The Property Management Plan and tenant selection policies should address the following and be consistent with state Housing First requirements, as well as and other Homekey+ program requirements:

1. Applicant eligibility and screening standards	Included in Property Management Plan?	Yes
2. Confidentiality	Included in Property Management Plan?	Yes
3. Substance abuse policy	Included in Property Management Plan?	Yes
4. Communication between property manager and supportive services staff	Included in Property Management Plan?	Yes
5. Eviction policies and eviction prevention procedures	Included in Property Management Plan?	Yes
6. Process for assisting tenants to apply for different forms of cash and non-cash benefits to aid the household in retaining their housing, if needed	Included in Property Management Plan?	Yes
7. How applicants and residents will be assisted in making reasonable accommodation requests, in coordination with the services provider and persuasive to outside entities, such as Housing Authorities, to ensure that persons with disabilities have access to and can maintain housing	Included in Property Management Plan?	Yes
8. Policies and practices to facilitate Voluntary Moving On strategies	Included in Property Management Plan?	Yes
9. Appeal and Grievance Procedures	Included in Property Management Plan?	Yes
10. Payment of rent by residents during periods of hospitalization.	Included in Property Management Plan?	Yes
11. Coordination with property management for resolution of complaints from tenants or on behalf of tenants.	Included in Property Management Plan?	Yes
12. Use of best practices in service delivery for each unique Target Population served by the Project, including but not limited to critical time intervention; trauma-informed care and de-escalation; motivational interviewing; peer support; case conferencing; and providing care in a culturally competent manner.	Included in Property Management Plan?	Yes
13. Supportive Services for Youth Assisted Units must also include a Positive Youth Development (PYD) model and trauma-informed care. Services may include, but are not limited to, case management, income supports, educational and employment counseling, life skills, legal assistance, health and wellness, and family connection services. Youth Assisted Units occupied by a tenant over age 25 shall be replaced with a comparable unit in the same Project, if available. When a tenant older than 25 moves out of a unit restricted for Youth, the Youth Assisted Unit shall go back to serving Homeless Youth.	Included in Property Management Plan?	N/A
File Name: 24. Property Management Plan — Submit Property Management Plan and Tenant Selection Policies	Uploaded to HCD?	Yes

Part VI. Measurable Outcomes and Plan for Evaluation

Specific target populations will likely have varying outcomes and evaluation strategies. List outcomes and evaluations plans specific to each target population.

Section 1: Measurable Outcomes

Outcomes are what you expect to happen for the people served by your Project. Outcomes are sometimes called results. Outcome objectives are time-specific measurable goals that identify how you know if you are achieving your desired results. Outcome objectives are sometimes called outcome benchmarks or indicators. Categorize the outcomes for your Project into the following three categories:

[illegible]

Project Name	1035 Van Ness	Number of Project Units:	124

HCD Reserve Requirements

Replacement Reserve Calculator UMR §8309

(a)	0.6% of New construction costs (structures excluding contractor profit, overhead, and general requirements and insurance):	$0	$0
	$500 per unit: (This is a placeholder for rehab projects and may be subject to higher amount)	$500	$62,000
(b)	Replacement Reserve Amount = *New construction: lesser of (a) and (b); Rehab: (b)*		$62,000
	HCD Required Replacement Reserve Amount - *included in "Operating budget"* tab		$62,000

Operating Reserve Calculator

					TAX CREDIT Project 3 Month Reserve Required	NON-TAX CREDIT Project 4 Month Reserve Required
1	Total Operating Expenses Excluding On-Site Service Coordinator Salaries.					
	(a) Total Operating Expenses:	$3,463,080	Amount subject to reserve calculation: *(a - b)*	$3,419,016	**$854,754**	**$1,139,672**
	(b) *Minus:* On-Site Service Coordinator Salaries*:*	$44,064				
2	Replacement Reserve amount from *above* : *(Cell AJ10)*			$62,000	**$15,500**	**$20,667**
3	Debt Service (including all HCD 0.42% Fees and Bond Issuer Fee)					
	Name of Lender *Operating Budget cells (D138 to D147)*			Annual Debt Service Amount	TAX CREDIT Project 3 Month Reserve Required	NON-TAX CREDIT Project 4 Month Reserve Required
	1st Mortgage Debt Service			$0	$0	$0
	2nd Mortgage Debt Service			$0	$0	$0
	3rd Mortgage Debt Service			$0	$0	$0
	Other HCD .42% (Specify)			$0	$0	$0
	Other HCD .42% (Specify)			$0	$0	$0
	Bond Issuer Fee			$0	$0	$0
	Miscellaneous Financial Expenses (specify)			$0	$0	$0
	Miscellaneous Financial Expenses (specify)			$0	$0	$0
	Miscellaneous Financial Expenses (specify)			$0	$0	$0
	Miscellaneous Financial Expenses (specify)			$0	$0	$0
	Other (Specify)				$0	$0
	Totals			$0	**$0**	**$0**
	UMR Required Operating Reserve Amount:				**$870,254**	**$1,160,339**

If Reserve amounts are different than the required amount, enter Reserve amounts and how they are calculated below:

Construction Hard Cost Contingency Calculator UMR §8310

Program Threshold Requirements

Article III. Threshold and Scoring Criteria

§300. Threshold Requirements

Applicants acknowledges that to be eligible to receive Homekey+ funding, all applications must meet the threshold requirements of this Section. HCD reserves the right to request clarification of unclear or ambiguous statements made in an application and other supporting documents.	Yes
i. Applicant(s) acknowledges that Applications may be submitted independently by an Eligible Applicant, as defined in §200 and Article VII. Alternatively, each Eligible Applicant may apply jointly with a Co-Applicant, as specified.	Yes
Applicant(s) acknowledges that no additions of Co-Applicants or special purpose entities will be considered subsequent to the date of application, including after Standard Agreement execution.	Yes

§200. Eligible Applicants

iii. Pursuant to CA HSC § 50237 and 50241, HHAP Homekey+ Supplemental eligible applicants are:

a. California's 14 largest cities with a population of 300,000 or more as of January 1, 2022.

Is the Applicant or Co-Applicant one of these 14 largest cities, mentioned below, with a population of 300,000 or more as of January 1, 2022? **Yes**

Anaheim	Irvine	Oakland	San Diego	Santa Ana
Bakersfield	Long Beach	Riverside	San Francisco	Stockton
Fresno	Los Angeles	Sacramento	San Jose	

b. California's 58 Counties — County: San Francisco

c. The entities in a. and b. must have:

1. A compliant housing element as defined in Government Code §65589.9, at the time a Homekey+ application is submitted; and
   Applicant(s) certifies to have a compliant housing element as defined in Government Code §65589.9. **Yes**
2. An approved HHAP regionally coordinated homelessness action plan.
   Applicant(s) certifies to have an approved HHAP regionally coordinated homelessness action plan. **Yes**

d. Tribal Entities

ii. Applicant(s) certifies that the proposed Projects must serve persons qualifying or households that include persons qualifying as members of the Target Population? **Yes**

iii. Applicant(s) certifies to submit a completed application workbook with all worksheets, documents and supplemental information. **Yes**

iv. Applicant(s) certifies to include a Project-specific Supportive Services Plan, that shall be consistent with any representations made in the application, and it shall meet the Homekey+ Program Requirements noted in NOFA §302? **Yes**

Make sure to complete the "Supportive Services Plan" sheet.

v. Project Ownership Structure submitted with the application workbook that demonstrates the relationship of the Applicants, Co-applicants and project entities within the ownership structure.

Article VI – Definitions

xxxix. "Project Ownership Structure" means a Project-specific entity organizational chart that shows the ownership relationship between the Project Applicants and all Project entities (including the special purpose entity). This document is used by HCD to connect the Project Ownership Structure with the provided legal organizational documents (i.e. Operating Agreement, Limited Partnership Agreement, By Laws, etc.) to ensure the Primary Applicant or Co-Applicant has legal control over the Project site. This is NOT a staff organizational chart. The Project Ownership Structure chart must be provided with the application.

File Name	26. Project Ownership Structure	Provide a "Project Ownership Structure" chart.	Uploaded to HCD?	Yes

vi. Applicant(s) certifies to submit all required documents from each Eligible Applicant and Co-Applicant as applicable, including but not limited to: **Yes**

a. A duly executed resolution authorizing the entity to apply for funds and to participate in the Homekey+ Program in connection with each discrete Project; attested to by a person other that the person identified as the authorized signatory. If there is more than one authorized signatory identified, state whether one or all signatories are required to submit and execute program documents. If the application is being signed by a designee of the authorized signatory, the Applicant must also submit a designee letter or other proof of signing authority. The resolutions should materially comport with the Homekey+ resolution templates that will be available on the Homekey+ website when the application is released.

b. Organizational documents supporting the resolutions submitted with the application. Eligible Applicants are exempted from this requirement. Notwithstanding the foregoing, HCD reserves the right to request additional documentation at any point to verify any entity's authority and/or organizational structure. For a complete list of organizational documents, refer to Appendix B.

NOTE: These documents are requested at "Project Overview" sheet under the Applicant and Co-Applicant entity names.

vii. Applicants shall provide a written non-discrimination policy that complies with the requirements in §508 - Accessibility and Non-Discrimination. **Yes**

File Name	27. Non-Discrimination Policy	Provide a non-discrimination policy.	Uploaded to HCD?	Yes

viii. Applications shall provide a statement how the Project will address equity that must answer the following question: *What specific actions will the Applicant take to ensure equitable access to housing and services for groups that are overrepresented among residents experiencing homelessness in its jurisdiction and region*? Examples of what applicants should consider include race, ethnicity, age (e.g. youth, elderly), disability status, LGBTQ+ status, etc. The response shall reference the latest Continuum of Care (CoC) Homelessness Management Information System (HMIS) demographics data to explain. Please see the Homekey+ website for the template at the time of Application release. Homekey+ website

File Name	28. Equity Statement	Provide Racial & Gender Equity statement by answering the above question.	Uploaded to HCD?	Yes

ix. Applications shall provide a statement how the Project will engage the Target Population that must answer the following question: *How did/will the Applicant engage with the Target Population to inform the design of the Project operations and Supportive Services*? Please see Homekey+ website for guidance documents at the time of Application release. Homekey+ website

File Name	29. Engaging the Target Population Statement	Provide a response to the question above.	Uploaded to HCD?	Yes

x. The Applicant shall have site control of the property at the time of application, and such control shall not be contingent on the approval of any other party. The status and nature of the Applicant's title and interest in the property shall be subject to HCD's approval. Site control may be evidenced by one of the following: **Yes**

Site Control UMR §8303 and §8316

At time of application, does Applicant, or its wholly controlled affiliate have site control pursuant to UMR §8303? **Yes**

Type of site control:	Date	Expires	Extensions Available	Purchase Price	Total Land Area	
Enforceable Option to Lease or Purchase	4/3/25	9/1/25	No	$27,750,000	0.28	acres
						acres
						acres
						acres

						acres
						acres
						acres
						acres

Current owner	Current owner street address	City	State	Zip code
San Francisco Care Center, L.P.	1035 Van Ness Ave.	San Francisco	CA	94109

Below, provide details for unusual site control special circumstances, and for applications with multiple or non-contiguous parcels, scattered sites, lot line adjustments, air rights parceling, phased projects, or other complex land transactions, including unique value calculations and explanations as applicable:

PSA is between Seller and San Francisco Housing Accelerator Fund (HAF). HAF has assigned the PSA to Swords the Plowshares, the MLLC of Co-Applicant, which has in turn assigned it to its affiliate 1035Vets, LLC, the Co-Applicant. Assignments are included in site control documentation.
Seller is in bankruptcy. Bankruptcy court approval of PSA is included with site control documentation.

Below, describe planned and completed property transfers occurring in connection with development of the proposed Project.

Sale of parcel by current owner (Seller) to Co-Applicant

Ground Lease planned?			No

File Name	30. Site Control	Documentation of site control in accordance with UMR §8303, including a summary explanation of site control and values for applications with multiple or non-contiguous parcels, scattered sites, lot line adjustments, phased projects, or other complex land and acquisition transactions, see Article III, §300(x)(a-h).	Uploaded to HCD?	Yes

§300(h). For Applicants proposing sites that will require a use change, lot split or other local approvals for permanent housing, include a commitment and plan to facilitate or expedite those processes, to not delay expenditure and occupancy requirements.

Does the proposed Project require a use change, lot split or other local approvals for permanent housing? **Yes**

File Name	33. Project Use Change - Lot Split	For Projects that require a use change, lot split or other local approvals for permanent housing, include a commitment and plan to facilitate or expedite those processes, to not delay expenditure and occupancy requirements.	Uploaded to HCD?	Yes

xi. A preliminary title report **for each site**, dated within 90 days of application submission.

File Name	34. Preliminary Title Report	Provide a preliminary report dated within 90 days of application due date. For projects developed in Indian country, an attorney's opinion regarding chain of title and current title status is acceptable in lieu of a title report.	Uploaded to HCD?	Yes

xii Applicant(s) certifies to provide a detailed development plan that supports acquisition of a site, completion of rehabilitation or construction, occupancy, and fund expenditure before all program deadlines, factoring in entitlements, permits, procurement, potential construction delays and supply chain issues, and demonstrates evidence of strong organizational and financial capacity to develop the Project. Please see Homekey+ website for guidance at the time of application release. **Yes**

File Name	35. Development Plan	Provide a detailed development plan that supports acquisition of a site, completion of rehabilitation or construction, occupancy, and fund expenditure before all program deadlines, factoring in entitlements, permits, procurement, potential construction delays and supply chain issues, and demonstrates evidence of strong organizational and financial capacity to develop the Project.	Uploaded to HCD?	Yes

viii Applicants shall provide an appraisal for **each** site if necessary, prepared no earlier than 12 months prior to application submission date for all Projects seeking acquisition funds from Homekey+ or if property value will be used as local match. The appraisal must comply with the Homekey+ requirements outlined in the Homekey+ Appraisal Guidance document, which will be available on the Homekey+ website. **Yes**

File Name	36. Appraisal	Applicants shall provide an appraisal prepared no earlier than 12 months prior to application submission date for all Projects seeking acquisition funds from Homekey+ or if property value will be used as local match. The appraisal must comply with the Homekey+ requirements outlined in the Homekey+ Appraisal Guidance document, which will be available on the Homekey+ website.	Uploaded to HCD?	Yes

Add comments with regards to Appraisal. Homekey+ Appraisal Guidance.

xiv. Applicant(s) acknowledges that all Projects seeking funding for Rehabilitation must submit the following: **Yes**

a. Rehabilitation narrative of current condition of structure(s) and overall scope of work; and

b. Physical Needs Assessment (PNA) or equivalent prepared by a qualified independent third-party contractor and dated within 12 months prior to application submission.

For Acq/Rehabilitation and Rehabilitation Projects **ONLY**: Provide a description of the current condition of the structure(s) and a general description of the overall scope of work. Include a discussion of any proposed modification to the unit configurations, unit mix, need for seismic retrofit, or modifications in use (e.g., commercial/tourist hotel to SRO or studio apartments). All Projects must submit a Physical Needs Assessment (PNA) or Capital Needs Assessment (CNA) prepared by a qualified independent third party contractor, which supports the proposed scope of work. All Projects must submit a current rent roll, which includes household income and household size for each unit.

File Name	37. Rehab Description	Narrative description of current condition of structure(s) and overall scope of work.	Uploaded to HCD?	Yes
File Name	38. PNA or CAN	PNA or CNA prepared by a qualified independent third-party contractor.	Uploaded to HCD?	Yes

xv. For Projects seeking funding for master leasing and purchase of Affordability Covenants, Applicant shall provide a market study prepared no earlier than 12 months prior to application submission which conforms to TCAC guidelines, and/or a rent roll, and/or other supporting documentation.

Is the Applicant(s) seeking funding for master leasing and purchase of Affordability Covenants? **No**

xvi	Applicant(s) acknowledges all Projects seeking funding for Rehabilitation and new construction are required to submit a Phase I Environmental Site Assessment (ESA) which was prepared or updated no earlier than 12 months prior to application submission?				Yes
File Name	40. Env. Report 1	Environmental Site Assessment Phase I (prepared or updated no earlier than 12 months prior to the application due date).		Uploaded to HCD?	Yes
File Name	41. Env. Report 2	If Environmental Site Assessment Phase I requires a Phase II study, submit a Phase II (prepared or updated no earlier than 12 months prior to the application due date).		Uploaded to HCD?	N/A

xvii Relocation Assistance Narrative. Applicant shall submit a concise, sufficiently detailed narrative to demonstrate its consideration of, and early engagement with, applicable relocation assistance laws and requirements. An Applicant's unsupported conclusion that relocation law does not apply or that the Project Site is vacant does not sufficiently demonstrate such consideration and engagement. The Applicant must support any representation that relocation law does not apply or that the Project Site is vacant by including either an explanation that supports this representation or supporting documentation that establishes that the property is vacant. This Relocation Assistance Narrative will be evaluated by HCD to determine whether a relocation plan is required by law or whether a certificate of no-relocation can be issued.

The Relocation Assistance Narrative does not take the place of these two documents. Grantee shall submit either a relocation plan or a certificate of no-relocation as a condition of disbursement. See §507 and Homekey+ website for more information and template, which will be uploaded when the application is released. Template on the Homekey website.

File Name	42. Relocation narrative	Applicant's Relocation Assistance Narrative shall include or identify the following: §300(xvii)(a-i)	Uploaded to HCD?	Yes

xviii Applicant(s) certifies to provide all Enforceable Funding Commitments (EFCs) as defined by Article VII (xviii) for: Yes

a. Development costs with specific funding sources, including federal, state, local, private, or philanthropic sources for the proposed Project.

b. Rental subsidies, operations, and service costs with specific funding sources, including federal, state, local, private, or philanthropic sources for ongoing sustainability. For projects applying for a program operating Award (see §206) EFCs must be fully committed to match the numbers of years of the operating award. Please see §305(3)(a) for potential points and the Homekey+ website for EFC templates, which will be posted at the time of application release. Homekey+ website

File Name	43. EFC #1, EFC #2, etc.	Provide a letter or other document for all funding commitments for developement and operating sources.	Uploaded to HCD?	Yes

xix Applicant(s) acknowledges that the Eligible Applicant or Co-Applicant applying for Homekey+ funding is the entity that HCD relies upon for experience and capacity, and will control the Project during acquisition, development, and occupancy? Yes

Indicate the name of the Eligible Applicant or Co-Applicant the Department can rely on for experience and capacity: 1035Vets, LLC

The Eligible Applicant or Co-Applicant shall demonstrate the following minimum experience and capacity requirements:

a. Development, ownership, or operation of a Project similar in scope and size to the proposed Project; or development, ownership, or operation of at least two affordable rental housing Projects in the last 10 years, with at least one of those Projects containing at least one unit housing a tenant or who qualifies as a member of the Target Population.

Applicant(s) certifies that it has successfully Developed, owned, or operated a Project similar in scope and size to the proposed Project? Yes

Project Name	Project Address (Complete address)	Entity proving experience	Experience Type	Population served	Latest date developed, owned, or operated
Edwin M. Lee Apartments	1150 3rd Street	1035Vets, LLC	Operated	Veterans	Current

Provide a detail description of the Project similarities in scope and size to the proposed Project.

Edwin M. Lee Apartments (EML) is a project of similar scope and size to 1035 Van Ness (1035VN). EML (funded by HCD) is a new construction project completed in March 2020 that is composed of 118 affordable housing units (65 units for veterans and 53 units for families). EML was co-developed with Chinatown Community Development Center (CCDC). Swords to Plowshares, the sole member of 135Vets, LLC, is the Property Manager and the Service Provider for veterans at the site, as it will be at 1035VN. While 1035VN is a purchase and renovation project, it is of similar size (EML = 118, 1035VN = 124) and complexity to EML. The 65 units at EML reserved for chronically homeless veterans include 55 HUD-VASH tenants and 7 CoC tenants. Like EML, 1035VN will include coordination with the San Francisco Veterans Administration Medical Center (VA) on use of the 66 HUD-VASH operating subsidies and coordination with the VA Social Workers on provision of services to the 66 HUD-VASH tenants. As at EML, Swords will provide services to the non-VASH tenants.

b. The property manager and Lead Service Provider (LSP) shall have three or more years of experience serving persons of the Target Population. If a property manager or LSP is not yet selected for the proposed Project, the Eligible Applicant shall certify that this requirement will be reflected in any future solicitation or memorandum of understanding.

Has the Applicant(s) selected a **property manager** for the proposed Project? Yes

Project Name	Project Address (Complete address)	Property Manager name	Housing type	Experience Type	Population served	# of years serving
Maceo May Apartments	55 Cravath Street, San Francisco, CA 94130	Swords to Plowshares	Permanent Housing	Developed	Veterans	3
The Fairfax Hotel	420 Eddy Street, San Francisco, CA 94109	Swords to Plowshares	Permanent Housing	Developed	Veterans	11
The Stanford Hotel	250 Kearney Street, San Francisco, CA 94108	Swords to Plowshares	Permanent Housing	Operated	Veterans	11
Veterans Commons	150 Otis Street, San Francisco, CA 94103	Swords to Plowshares	Permanent Housing	Operated	Veterans	13
Jon W. Paulson Veterans Community	1050 Girard Road, San Francisco, CA 94129	Swords to Plowshares	Permanent Housing	Operated	Veterans	25

Has the Applicant(s) selected a **Lead Service Provider** for the proposed Project? Yes

Project Name	Project Address (Complete address)	Service Provider name	Housing type	Experience Type	Population served	# of years serving
Maceo May Apartments	55 Cravath Street, San Francisco, CA 94130	Swords to Plowshares	Permanent Housing	Operated	Veterans	3
The Fairfax Hotel	420 Eddy Street, San Francisco, CA 94109	Swords to Plowshares	Permanent Housing	Operated	Veterans	5
The Stanford Hotel	250 Kearney Street, San Francisco, CA 94108	Swords to Plowshares	Permanent Housing	Operated	Veterans	11
Veterans Commons	150 Otis Street, San Francisco, CA 94103	Swords to Plowshares	Permanent Housing	Operated	Veterans	11

Jon W. Paulson Veterans Community	1050 Girard Road, San Francisco, CA 94129	Swords to Plowshares	Permanent Housing	Operated	Veterans	25

c. Statement confirming experience administering a Project in accordance with the core components of Housing First (Welfare & Institutions Code § 8255).

File Name	44. Housing First Statement	Provide relevant experience administering a Project in accordance with the core components of Housing First (Welfare & Institutions Code § 8255).	Uploaded to HCD?	Yes

d. Current capacity to develop, own, and operate the proposed Project. For purposes of satisfying this requirement, an Applicant has "capacity" if it has adequate staff, capital, assets, and other resources to efficiently meet the operational needs of the Project; to maintain the fiscal integrity of the Project; and to satisfy all legal requirements and obligations in connection with the Project. Evidence of permanent supportive housing experience and capacity must be reasonably acceptable to the Department in form and substance.

Applicant)s) certifies to have current capacity to develop, own, and operate the proposed Project. **Yes**

Development Team Staffing Chart
(Project Executive and key Project Staff)

Staff Type	Employee / Consultant full name	Position Title and Employer	Full time / Part time	% of time dedicated to this Project
Employee	Steven Culbertson	Deputy Director of Residential Programs and Housing Development, Swords to Plo	Full Time	20.00%
Employee	Monique Crossley	Director of Property Management, Swords to Plowshares	Full Time	5.00%
Employee	Shawntai Thompson	Director of Facilities, Swords to Plowshares	Full Time	5.00%
Employee	Ma'at Xi. EdD, LMFT	Deputy Director of Clinical Programs	Full Time	5.00%
Employee	Scott Falcone	Principal, Falcone Development	Full Time	5.00%
Employee	Phil Ritter	Construction Manager, Falcone Development	Part Time	5.00%

Applicant or Co-Applicant that the Department can rely on for experience and capacity: Provide a statement of permanent supportive housing experience.

Swords to Plowshares has 50 years of experience providing supportive services to veterans and homeless veterans in San Francisco, and 25 years of experince providing permanent supportive housing to formerly homeless veterans. Swords was founded by Vietnam veterans in 1974 to advocate for fellow veterans in a time when Vietnam veterans were being persecuted. When veteran homelessness exploded in the 1980s, Swords launched transitional supportive housing for homeless veterans funded by the VA's Grant and Per Diem Program (GPD).This program eventually moved to Treasure Island. Swords entered the permanent supportive housing arena in the early 2000, opening the first permanent supportive housing (PSH) site for veterans in the nation, converting former army barracks at the Presidio to PSH for veterans. Jon W. Paulson Veterans Community (JWPVC - formerly known as Veterans Academy) is a 108 unit PSH project in the Presidio in San Francisco. Swords has been operating JWPVC since 2000, providing both Property Management and Supportive Services for 25 years. JWPVC was started in a time when the HUD-VASH program did not exist. Swords received an award of Section-8 Operating Subsidies and was able to secure CoC funding to provide supportive services. The example of JWP was the progenitor of the HUD-VASH Program which was started due, in part, to Swords advocacy at the national level. We continued to advocate for project-based HUD-VASH vouchers to support the ability to launch and fund new PSH sites, a program that has been institutionalized nationally. Over the years, Swords has added 5 additional projects (listed above) to provide PSH to over 500 veterans in San Francisco. These programs are; Maceo May Apartments (104 PSH units for veterans - 2023), Edwin M. Lee Apartments (65 PSH units for veterans out of 118 units - 2020), the Stanford Hotel (133 units PSH units for veterans - 2013), The Fairfax Hotel (20 PSH units out of 39 units total for veterans - 2013), Veterans Commons (75 PSH units for veterans - 2011) and JWPVC (108 PSH units for veterans - 2000).

xx Did the Eligible Applicant and all Co-Applicants attended a pre-application consultation with HCD prior to applying, as required in §401? **Yes**

Date of pre-application consultation: 4/2/25

xxi One-for-one replacement of assisted housing.

a. If the acquired housing or site is to be redeveloped/repositioned as part of the Local Public Entity's overall goal to address the needs of the Target Population and the community, the Applicant shall provide as part of the application a commitment to ensure one-for-one replacement of units.

Will the acquired housing or site be redeveloped/repositioned as part of the Local Public Entity's overall goal to address the needs of the Target Population and the community? **No**

In addition to the Threshold Requirements above, Applicant(s) acknowledge, understand, and agree to comply, with the following sections of the 2024 Homekey+ NOFA.

§200 Affordability Covenant	Yes
§203 Allocations and Geographic Distribution	Yes
§204 Program Deadlines	Yes
§400 Application Process and Submission	Yes

Cash Flow Analysis

Is Income from Restricted Units based on R

INCOME FROM HOUSING UNITS	Inflation	Year 1
Restricted Unit Rents	2.5%	$297,600
Unrestricted Units	2.5%	$0
Rental Subsidy Program Name (VASH)	2.5%	$2,003,760
Rental Subsidy Program Name (Specify)	2.5%	$0
Rental Subsidy Program Name (Specify)	2.5%	$0
Rental Subsidy Program Name (Specify)	2.5%	$0
Operating Subsidies (Services grant - SF HSH)	3.5%	$549,289
Operating Subsidies (Specify)	2.5%	$0
Operating Subsidies (Specify)	2.5%	$0
Operating Subsidies (LOSP - SF HSH)	See comment	
Operating Subsidies (Specify)		
Operating Subsidies (Specify)		
Operating Subsidies (Specify)		
Operating Subsidies (Specify)		
GROSS POTENTIAL INCOME - HOUSING		$2,850,649

OTHER INCOME	Inflation	Year 1
Laundry & Vending	2.5%	$43,524
Other Income	2.5%	$0
Commercial Income	2.5%	$0
GROSS POTENTIAL INCOME - OTHER		$43,524
GROSS POTENTIAL INCOME - TOTAL		$2,894,173

VACANCY ASSUMPTIONS	Inflation	Year 1
Vacancy Rate: Restricted Units	5.0%	$14,880
Vacancy Rate: Unrestricted Units	5.0%	$0
Vacancy Rate: Tenant Assistance Payments	5.0%	$100,188
Vacancy Rate: Other (Operating Subsidies)	0.0%	$0
Vacancy Rate: Laundry & Vending & Other Income	0.0%	$0
Vacancy Rate: Commercial Income	50.0%	$0
TOTAL VACANCY LOSS		$115,068
EFFECTIVE GROSS INCOME		$2,779,105

OPERATING EXPENSES & RESERVE DEPOSITS	Inflation	Year 1
Residential Exp. (w/o Real Estate Taxes & Sup. Services)	3.5%	$3,008,959
Real Estate Taxes	3.5%	$3,000
Supportive Services Costs	3.5%	$451,121
Replacement Reserve	0.0%	$62,000
Other Reserves	0.0%	$0
Ground Lease	2.0%	$0
Commercial Expenses	3.5%	$0
TOTAL EXPENSES & RESERVES		$3,525,080
NET OPERATING INCOME		($745,975)

DEBT SERVICE	Year 1
1st Mortgage Debt Service	$0
Bridge Loan (repaid from Investor equity)	
2nd Mortgage Debt Service	$0
3rd Mortgage Debt Service	$0
Other HCD .42% (Specify)	$0
Other HCD .42% (Specify)	$0
Bond Issuer Fee	$0
Miscellaneous Financial Expenses (specify)	$0
Miscellaneous Financial Expenses (specify)	$0
Miscellaneous Financial Expenses (specify)	$0
Miscellaneous Financial Expenses (specify)	$0
TOTAL REQUIRED DEBT SERVICE	$0

		Year 1
CASH FLOW after all debt service		($745,975)
Income Source for Debt Services:		
		$0
Income Source for Reserves:		
		$0
CASH FLOW after Allocated Sources		($745,975)
Adjusted Operating Award Need		($745,975)
Homekey+ COSR	$6,244,030	$745,975
Homekey+ COSR running available balance	$0	$5,498,055
CASH FLOW after COSR		$0

DEBT SERVICE COVERAGE RATIO		0.00

USE OF CASHFLOW AFTER DEBT SERVICE		Year 1
Asset Mgmt./ Similar Fees		$0
Deferred Developer Fee prior to distributions & residual receipt payments		$0
Cash available for residual receipts loans and sponsor/Applicant distributions		$0
Sponsor Distributions	50%	$0
HCD Residual Payment	50%	$0
Other Residual Payments	0%	$0
Other Residual Payments	0%	$0
Other Residual Payments	0%	$0
Other Residual Payments	0%	$0
12% of Operating Expenses		$415,570
Asset Mgmt/Similar Fees	3.5%	$0
Cumulative paid Deferred Dev. Fee		$0

Total Deferred Developer Fee budgeted for payment prior to distributions and residual receipt payments	

Comments

Services grant is intended to cover the services component of operating costs and is
LOSP grant covers gap between operating income and expenses and inflates at the r

estricted or Proposed Rents? Proposed Rents

Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
$305,040	$312,666	$320,483	$328,495	$336,707	$345,125
$0	$0	$0	$0	$0	$0
$2,052,852	$2,103,147	$2,154,674	$2,207,464	$2,261,546	$2,316,954
$0	$0	$0	$0	$0	$0
$568,514	$588,412	$609,007	$630,322	$652,383	$675,216
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
				$628,472	$674,549
$2,926,406	$3,004,225	$3,084,163	$3,166,280	$3,879,109	$4,011,845

Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
$44,612	$45,727	$46,871	$48,042	$49,243	$50,474
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$44,612	$45,727	$46,871	$48,042	$49,243	$50,474
$2,971,018	$3,049,953	$3,131,034	$3,214,322	$3,928,352	$4,062,319

Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
$15,252	$15,633	$16,024	$16,425	$16,835	$17,256
$0	$0	$0	$0	$0	$0
$102,643	$105,157	$107,734	$110,373	$113,077	$115,848
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$117,895	$120,791	$123,758	$126,798	$129,913	$133,104
$2,853,124	$2,929,162	$3,007,276	$3,087,525	$3,798,440	$3,929,215

Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
$3,114,272	$3,223,272	$3,336,086	$3,452,849	$3,573,699	$3,698,779
$3,105	$3,214	$3,326	$3,443	$3,563	$3,688
$466,910	$483,252	$500,166	$517,672	$535,790	$554,543
$62,000	$62,000	$62,000	$62,000	$62,000	$62,000
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$3,646,288	$3,771,738	$3,901,579	$4,035,964	$4,175,053	$4,319,009
($793,164)	($842,576)	($894,303)	($948,439)	($376,613)	($389,794)

Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0

Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
($793,164)	($842,576)	($894,303)	($948,439)	($376,613)	($389,794)
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
($793,164)	($842,576)	($894,303)	($948,439)	($376,613)	($389,794)
($793,164)	($842,576)	($894,303)	($948,439)	($376,613)	($389,794)
$793,164	$842,576	$894,303	$948,439	$376,613	$389,794
$4,704,891	$3,862,315	$2,968,012	$2,019,573	$1,642,960	$1,253,166
$0	$0	$0	$0	$0	$0

0.00	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0

projected to inflate at the same rate (3.5%) as operating costs.
ate of that gap, rather than at a fixed percentage.

Year 8	Year 9	Year 10	Year 11	Year 12	Year 13
$353,753	$362,597	$371,662	$380,953	$390,477	$400,239
$0	$0	$0	$0	$0	$0
$2,373,720	$2,431,876	$2,491,457	$2,552,498	$2,615,034	$2,679,102
$0	$0	$0	$0	$0	$0
$698,849	$723,309	$748,625	$774,826	$801,945	$830,013
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$722,883	$773,570	$826,708	$1,329,697	$1,403,704	$1,481,029
$4,149,205	$4,291,351	$4,438,451	$5,037,974	$5,211,160	$5,390,384

Year 8	Year 9	Year 10	Year 11	Year 12	Year 13
$51,736	$53,030	$54,356	$55,714	$57,107	$58,535
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$51,736	$53,030	$54,356	$55,714	$57,107	$58,535
$4,200,941	$4,344,381	$4,492,806	$5,093,689	$5,268,267	$5,448,918

Year 8	Year 9	Year 10	Year 11	Year 12	Year 13
$17,688	$18,130	$18,583	$19,048	$19,524	$20,012
$0	$0	$0	$0	$0	$0
$118,686	$121,594	$124,573	$127,625	$130,752	$133,955
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$136,374	$139,724	$143,156	$146,673	$150,276	$153,967
$4,064,568	$4,204,658	$4,349,651	$4,947,016	$5,117,992	$5,294,951

Year 8	Year 9	Year 10	Year 11	Year 12	Year 13
$3,828,236	$3,962,224	$4,100,902	$4,244,434	$4,392,989	$4,546,743
$3,817	$3,950	$4,089	$4,232	$4,380	$4,533
$573,952	$594,040	$614,832	$636,351	$658,623	$681,675
$62,000	$62,000	$62,000	$62,000	$62,000	$62,000
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$4,468,005	$4,622,215	$4,781,822	$4,947,016	$5,117,992	$5,294,951
($403,437)	($417,557)	($432,172)	$0	$0	$0

Year 8	Year 9	Year 10	Year 11	Year 12	Year 13
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0

Year 8	Year 9	Year 10	Year 11	Year 12	Year 13
($403,437)	($417,557)	($432,172)	$0	$0	$0
$0	$0	$0			
$0	$0	$0			
($403,437)	($417,557)	($432,172)			
($403,437)	($417,557)	($432,172)			
$403,437	$417,557	$432,172			
$849,729	$432,172	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0

0.00	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

Year 8	Year 9	Year 10	Year 11	Year 12	Year 13
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0
$0	$0	$0	$0	$0	$0

Year 14	Year 15
$410,245	$420,501
$0	$0
$2,744,740	$2,811,986
$0	$0
$859,064	$889,131
$0	$0
$0	$0
$1,561,807	$1,646,176
$5,575,856	$5,767,794

Year 14	Year 15
$59,998	$61,498
$0	$0
$0	$0
$59,998	$61,498
$5,635,854	$5,829,293

Year 14	Year 15
$20,512	$21,025
$0	$0
$137,237	$140,599
$0	$0
$0	$0
$0	$0
$157,749	$161,624
$5,478,105	$5,667,668

Year 14	Year 15
$4,705,879	$4,870,585
$4,692	$4,856
$705,533	$730,227
$62,000	$62,000
$0	$0
$0	$0
$0	$0
$5,478,105	$5,667,668
$0	$0

Year 14	Year 15
$0	$0
$0	$0
$0	$0
$0	$0
$0	$0
$0	$0
$0	$0
$0	$0
$0	$0
$0	$0
$0	$0

Year 14	Year 15
$0	$0
$0	$0
$0	$0

0.00	0.00
Year 14	**Year 15**
$0	$0
$0	$0
$0	$0
$0	$0
$0	$0
$0	$0
$0	$0
$0	$0
$0	$0
$0	$0
$0	$0

2025 TCAC Threshold Basis Limit (TBL) for HCD Developer Fee UMR §8312(b)&(c) and HCD High Cost Test for HCD Limits on Development Costs 2017 UMR §8311(a) & (b) Complete all yellow shaded cells below.

Project Name: 1035 Van Ness

County: San Francisco

Project's Proposed Tax Credits: None

HCD Phase: Origination

Unit Size	2025 TCAC Threshold Basis Limits (TBL)	# of Units	Basis x Number of Units		
				TOTAL **UNADJUSTED** THRESHOLD BASIS LIMIT (TBL):	$85,518,460
SRO/Studio	$689,665	124	$85,518,460	TOTAL **HCD** ADJ. THRESHOLD BASIS LIMIT:	$125,712,136
1 Bedroom	$795,177	0	$0	Adjusted Threshold Basis Limit multiplied by 160%:	$201,139,418
2 Bedrooms	$959,200	0	$0	HCD HIGH COST TEST RESULT FOR: 1035 Van Ness	0%
3 Bedrooms	$1,227,776	0	$0		
4+ Bedrooms	$1,367,819	0	$0	**Total Eligible Basis**	$0

2	4
3	5
4	6
5	7
6	8

Manager Units in Project:	0	TOTAL UNITS:	124

ADJUSTMENTS Cal Code of Reg §10327(c)(5)(A-F)

(A)	Adjustment for Projects paid in whole or part out of public funds subject to a legal requirement for the payment of state or federal prevailing wages or financed in part by a labor-affiliated organization requiring the employment of construction workers who are paid at least state or federal prevailing wages (20%).	Yes	$17,103,692
	For Projects certifies that (1) they are subject to a Project labor agreement within the meaning of §2500(b)(1) of the Public Contract Code, or (2) they will use a skilled and trained workforce as defined by §25536.7 of the Health and Safety Code to perform all onsite work within an apprenticeable occupation in the building and construction trades (5%).	No	$0
(B)	For New construction Projects required to provide parking beneath residential units (not "tuck under" parking) or through construction of an on-site parking structure of two or more levels (10%).	No	$0
(C)	For Projects where a day care center is part of the development (2%).	No	$0
(D)	For Projects where 100 percent of the units are for Special Needs populations (2%).	Yes	$1,710,369
(E)	Project applying under §10325 or §10326 of the TCAC regulations that includes one or more of the features below (up to 10%).	No	$0
(F)	Project requires seismic upgrading of existing structures, and/or requires toxic or other environmental mitigation as certified by the Project architect/ engineer (lesser of costs or 15% basis adjustment).	No	$0
	If Yes, select type of work: Enter Certified Costs of Work:		
(G)	Local development impact fees required to be paid to local government entities. Certification from local entities assessing fees also required. **WAIVED IMPACT FEES ARE INELIGIBLE.**	No	
(H)	Projects where at least 95% of the Project's upper floor units are serviced by an elevator (10%).	Yes	$8,551,846
(I)	Projects wherein at least 95% of the building(s) is constructed as Type I as defined in the California Building Code, in which case, the Type III 10% increase below is not allowed (15%).	Yes	$12,827,769
(J)	Projects wherein at least 95% of the building(s) is constructed as (1) a Type III as defined in the California Building Code, or (2) a Type III/Type I combination, in which case, the Type I 15% increase above is not be allowed (10%).	No	$0
(K)	Projects within a county with an unadjusted 9% threshold basis limit for a 2-bedroom unit equal or less than $500,000 and within a census tract designated on the TCAC/HCD Opportunity Map as Highest or High Resource (10%).	No	$0
	County Eligibility: No; TCAC/HCD Opportunity Area Map Tract ID #: ; Opportunity Map Resource Level:		

End of Document

2025 BASIS LIMITS

County	SRO & STUDIO	1 BEDROOM
Alameda	$473,390	$545,814
Alpine	$352,022	$405,878
Amador	$352,022	$405,878
Butte	$319,236	$368,076
Calaveras	$352,022	$405,878
Colusa	$352,022	$405,878
Contra Costa	$473,390	$545,814
Del Norte	$352,022	$405,878
El Dorado	$331,890	$382,666
Fresno	$307,732	$354,812
Glenn	$352,022	$405,878
Humboldt	$352,022	$405,878
Imperial	$324,988	$374,708
Inyo	$352,022	$405,878
Kern	$307,732	$354,812
Kings	$307,732	$354,812
Lake	$352,022	$405,878
Lassen	$352,022	$405,878
Los Angeles	$437,727	$504,695
San Francisco	$689,665	$795,177
San Joaquin	$307,732	$354,812
San Luis Obispo	$404,366	$466,230
San Mateo	$532,060	$613,460
Santa Barbara	$404,366	$466,230
Santa Clara	$532,060	$613,460
Santa Cruz	$404,366	$466,230
Shasta	$319,236	$368,076
Sierra	$352,022	$405,878
Siskiyou	$352,022	$405,878
Solano	$384,234	$443,018
Sonoma	$384,234	$443,018
Stanislaus	$307,732	$354,812
Sutter	$331,890	$382,666
Tehama	$352,022	$405,878
Trinity	$352,022	$405,878
Tulare	$307,732	$354,812
Tuolumne	$352,022	$405,878
Ventura	$404,366	$466,230
Yolo	$331,890	$382,666

Yuba	$331,890	$382,666

2 BEDROOMS	3 BEDROOMS	4+ BEDROOMS
$658,400	$842,752	$938,878
$489,600	$626,688	$698,170
$489,600	$626,688	$698,170
$444,000	$568,320	$633,144
$489,600	$626,688	$698,170
$489,600	$626,688	$698,170
$658,400	$842,752	$938,878
$489,600	$626,688	$698,170
$461,600	$590,848	$658,242
$428,000	$547,840	$610,328
$489,600	$626,688	$698,170
$489,600	$626,688	$698,170
$452,000	$578,560	$644,552
$489,600	$626,688	$698,170
$428,000	$547,840	$610,328
$428,000	$547,840	$610,328
$489,600	$626,688	$698,170
$489,600	$626,688	$698,170
$608,800	$779,264	$868,149
$959,200	$1,227,776	$1,367,819
$428,000	$547,840	$610,328
$562,400	$719,872	$801,982
$740,000	$947,200	$1,055,240
$562,400	$719,872	$801,982
$740,000	$947,200	$1,055,240
$562,400	$719,872	$801,982
$444,000	$568,320	$633,144
$489,600	$626,688	$698,170
$489,600	$626,688	$698,170
$534,400	$684,032	$762,054
$534,400	$684,032	$762,054
$428,000	$547,840	$610,328
$461,600	$590,848	$658,242
$489,600	$626,688	$698,170
$489,600	$626,688	$698,170
$428,000	$547,840	$610,328
$489,600	$626,688	$698,170
$562,400	$719,872	$801,982
$461,600	$590,848	$658,242

$461,600	$590,848	$658,242

HCD 2024 Developer Fee Calculator - 04/03/2024

TCAC regulations - 04/03/2024

Project Name: 1035 Van Ness
Project Phase: Origination

ADMINISTRATIVE NOTICE NO. 24-03

Per "ADMINISTRATIVE NOTICE NO. 24-03", does the proposed Project have a previous HCD award to which the new Developer Fee not apply? N

Developer Fee Summary

TCAC Project # n/a

	HCD Limit	Project Amt.
Maximum Total Developer Fee - 2d	$2,319,000	$1,150,000
Max Developer Fee payable from development funding sources	$2,319,000	$1,150,000
Deferred Developer Fee payable on a priority basis from available Cash Flow	$0	$0
Deferred Developer Fee payable exclusively from Sponsor Distributions	$0	$0

Total Budgeted or Actual Developer Fee: $1,150,000 Developer Fee Contributed as Capital: $0 Deferred Developer Fee: $0

Proposed Project Type: No Tax Credits Project's type of construction:

UMR §8312(a)(2-3) for Projects without tax credits Max HCD Developer Fee

(choose only one in the "**a**", "**b**", or "**c**", subsections)

a. **Substantial rehab projects** *UMR §8312(a)(2)*

substantial rehab = construction cost for rehab work (excluding contractor profit and overhead) in excess of $48,000 per unit

Number of units (include manager's unit)	124		
First 30 units at:	$35,000	each	$1,050,000
Units in excess of 30 at:	$13,500	each	$1,269,000
Total substantial rehab			$2,319,000

b. **Acquisition and rehab projects** *UMR §8312(a)(2)*

with construction cost for rehab work (excluding contractor profit and overhead) between $11,500 - $38,000 per unit

Number of units (include manager's unit)			
First 30 units at:	$16,000	each	$0
Units in excess of 30 at:	$7,500	each	$0
Total acquisition and non-substantial rehab			$0

c. **All other projects** *UMR §8312(a)(3)*

Number of units (include manager's unit)			
Total other at:	$2,000	per unit	$0

Maximum allowable Developer Fee **$2,319,000**

o

§305. Scoring Criteria

In addition to meeting the other minimum Homekey+ Program Requirements outlined in Article
funding . Points earned from the application scoring criteria will be incorporated into the projec
what accurately represents the Project and is achievable. By earning these points, the Applica
will be based on the following:

1. Site Control (**Up to 20 Points**)

   a. Identification of the site suitable for development and evidence of site control, or a pla letter of intent, an exclusive negotiating agreement, ground lease, etc.). **NOTE**: §300 Project type.

Type of site control	1	Enforceable Option to Lease or Purchase
Type of site control	2	
Type of site control	3	
Type of site control	4	
Type of site control	5	

2. Cost Containment (**Up to 15 Points**)

   a. For any Project where the average total cost per Assisted Unit is below baseline per baseline amount. (**up to 10points**)

Total Units	124	Total HK+ Development Cost	$32,800,000

   b. Utilizing Publicly Owned Land: **5 points** will be awarded to Project that is located on declared as Surplus Land by a local agency.

   New Construction or Conversion Project? FALSE

   Is Project located on a site selected under Excess Sites (Executive Order N-06-19)

3. Sustained Operating Leverage (**Up to 45 Points**)

   Documented commitment of non-Homekey+ rental or operating subsidies (including funde of operations of the Project. Sources include, but not limited to, Project-based vouchers, \ based vouchers, or locally funded rental assistance.

   a. Score is based on weighted subsidy type, percentage of costs covered, and length the Homekey+ Program. See §400 on the process and determination for Projects tha

   Does the proj

   - Project operation subsidies: Up to one (1) point for each year through year fifteen (

Applicant certifies that for each point assigned below, documentation meeting the EF
for verification/score purposes?

Complete sheets "Operating Budget" & "Cash Flow) before this chart.		Yearly s	
Subsidy Name	Subsidy Type	Weight	Years
Rental Subsidy Program Name (VASH)	Project-Based Rental Subsidy	1.00	20
N/A			
N/A			
N/A			
Operating Subsidies (Services grant - S	Committed Operating Subsidy	1.00	5
N/A			
N/A			
Operating Subsidies (LOSP - SF HSH)	Committed Operating Subsidy	1.00	15
N/A			
N/A			
N/A			
N/A			

Funding R

b. Homekey+ Award Utilization:

Applications that request less Homekey+ Operating Award than the Maximum Eligibl
Award will automatically earn 20 points. (**up to 20 points**):

- Two (2) points for each 10% increment of Maximum Eligible Homekey+ Operating A

Maximum Eligible Award amount (for this Project) for Homekey operating funds

Homekey+ Operating Award/request for this Project $6,244,030 Perc

- No Homekey+ Operating Award Requested (**20 points**)

c. Mental Health Services Act or Behavioral Health Services Act funds committed to the
department meeting the EFC requirements in Article VII of this NOFA. (**10 points**)

Does the Applicant have a Mental Health Services Act or Behavioral Health Services

4. Experience and Coordination (**Up to 40 Points**)

a. Demonstration of Applicant or member(s) of development team's experience in deve
proposed Project. **NOTE**: §300-303 of this NOFA further outline threshold experienc

- Five (5) points awarded for each additional Project beyond the base threshold requ
interim Projects in the last ten (10) years serving at least one member of the Targe

Does the Applicants have additional Projects beyond the base threshold requirement
Projects in the last ten (10) years serving at least one member of the Target Populat

	Project Name and Address	Project Development Type	Total Development Costs	Type of Tax Credits	# of Units	Housin Type
1	Maceo May Apartments, 55 Cravath Street, San Francisco, CA 94130	New Construction	$73,750,260	4%	105	Affordab Renta
2	Veterans Commons, 150 Otis Street, San Francisco, CA 94103	Rehabilitation	$27,998,929	0.04	75	Affordab Renta
3	The Stanford Hotel, 250 Kearney Street	Rehabilitation	$0	None	133	Affordab Renta

b. Documented evidence of LSP's experience helping persons address barriers to hou
Project. The LSP may be an Applicant, or a member of the development team descri
with the specific population(s) with Behavioral Health Challenges housed within the H
veterans, Homeless Youth, Chronically Homeless) and must describe how the Supp
races, ethnicities, sexual orientations, gender identities, gender expressions, ages, a
requirements.

- One point awarded for each year of service experience, after 3 years. (**up to 10 p**

How many lines/rows would you need to show the LSP experience? 5

	Name of the LSP providing experience	Exp. **Not** within a housing project?	Project Name and Address	Project completion date	Date LSP started providing services.	P Deve
1	Swords to Plowshares	No	Maceo May Apartments, 55 Cravath Street, San Francisco, CA 94130	2/1/22	3/1/22	Con
2	Swords to Plowshares	No	The Fairfax Hotel, 420 Eddy Street, San Francisco, CA 94109	1/1/14	1/1/14	Reh
3	Swords to Plowshares	No	The Stanford Hotel, 250 Kearney Street, san Francisco, CA 94108	11/1/14	11/1/14	Reh
4	Swords to Plowshares	No	Veterans Commons, 150 Otis Street, San Francisco, CA 94103	11/1/12	11/1/12	Reh

5	Swords to Plowshares	No	Jon W. Paulson Veterans Community, 1030 Girard Road, San Francisco, CA 94129	1/1/00	1/1/00	Reha

c. Commitment letter(s), MOU(s) or other formal agreement between the Primary and C development and management team (which includes the Applicant, developer, prope Applicants are encouraged to complete due diligence checklists to ensure all membe

File Name:	52. Commitment Letters, MOU(s) or other formal agreement	Provide documentation as stated section.

5. Community Impact (**Up to 40 Points**)

a. Assisted Units include units for large family housing types (10 points)

- At least 25% of the Assisted Units in the Project shall be two-bedroom or larger uni

Points will be provided based on just this single TCAC Regulation (4 CCR § 10325(g

Percentage of Assisted Units with **two-bedroom** or larges Units | 0.00%

Applicant(s) certifies that one-bedroom Low-Income Units must include at least square feet of living space. Three-bedroom Low-Income Units shall include at le include at least 1,100 square feet of living space, unless these restrictions confl subject to approval. These limits may be waived for rehabilitation projects, at the shall be large enough to accommodate two persons each and living areas shall

b. Applicant waives any potential accommodation by HCD to increase income limits at y (**up to 20 points**)

Applicants certifies to waive any potential accommodation by HCD to increase incom in §304(iii).

Select "Yes" to **only one** of the items below, leave all other blank or "No" answer.

Total Homekey Assisted Units | 124

		Number of Hor
- At least 25% of Assisted Units restricted (3 points)		
- At least 50% of Assisted Units restricted (5 points)		
- At least 75% of Assisted Units restricted (10 points)		
- 100% of Assisted Units restricted (20 points)	Yes	124

c. The extent to which the Project commits to being accessible to persons with disabiliti

- Exceeds the state and federal accessibility requirements set forth in §508, specifica persons with mobility disabilities, as defined in 24 C.F.R. §8.22 and the parallel ADA

Number of Units that Exceeds the state and federal accessibility requirements for pe

- A minimum of 10 percent of units with features accessible to persons with hearing c and CBC Chapter 11B provisions. (**5 points**)

Number of Units that Exceeds the state and federal accessibility requirements for pe

6. Site Selection (**Up to 40 Points**)

File Name:	53. Amenities Map	If applicable, provide a radius ma

Site Selection (**Up to 12 points**; for Rural Projects: **up to 16 points**; for Youth Projects:

a. Is the Project site located within 1/2 mile of a bus rapid transit station, light rail statior

The Project site is in proximity to essential services:

b. Grocery store – a full-scale grocery store/supermarket where staples, fresh meat, a

The Project site is in proximity to | Within 1/2-mile radius

NOTE: If applying for TCAC, it is advisable that the grocery store be at least 25,000 gros

c. Health facility – a medical clinic (not merely a private doctor's office) with a physician each week, or hospital (health facilities operated by Veterans Health Administration c

The Project site is in proximity to | Within 1/2-mile radius

NOTE: A qualifying medical clinic must accept Medi-Cal payments, or Medicare payment program for low-income patients.

d. Library – a book-lending public library. (**up to 1 point**)

The Project site is in proximity to | Within 1/2-mile radius

e. Pharmacy – may be included in a grocery store or health facility. (**up to 2 points**)

The Project site is in proximity to | Within 1/2-mile radius

f. A public park or a community center accessible to the general public. (**up to 1 point**

The Project site is in proximity to | Within 1/2-mile radius

g. High speed internet service, with a minimum average download speed of 25 megabit charge to the tenants, and available within six months of the Project's placed-in-serv (**up to 3 points**)

At proposed Project site, Applicants certifies to provide High speed internet service a

h. For Projects with units serving Homeless Youth: community colleges, universities, tr for parenting youth, and/or community centers for youth (e.g., LGBTQ+ centers, dro

Number of Homekey Assisted Units for Homeless Youth

7. Relocation Impacts (**Up to -20 Points**)

a. For any Project resulting in the permanent displacement of residents (not businesse

Does the proposed Project trigger State Relocation Assistance Law? | No

Will the proposed Project be resulting in the **permanent** displacement of residents?

8. Negative Points

a. Negative Points assessed by HCD to the Applicant pursuant to the Department's

General NOTE: In the event of program oversubscription, where Applicants have the same sc tiebreaker, including, but not limited to, cost-effectiveness, community impact (i.e. meeting the innovative housing types, tenant stability and proximity to transit, and services and amenities.

End of D

Total Project/**Self** Score: **122.58**

Total **Possible** Score: **176.00**

III, ***Applicants must score a minimum of 100 points to be eligible for***
:t report and the Standard Agreement. Applicants should select criteria based on
nt commits to the deliverable throughout the tenure of Homekey+ Project. Scores

20

ın and timeline for obtaining site control along with other supporting evidence (e.g.,
-303 of this NOFA further outline site control requirements related to specific

20

	20

0

door of $200,000, one (1) point will be assigned for every $10,000 under the

Average total cost per Assisted Unit $264,516 Points Assigned 0

a site selected under Excess Sites (Executive Order N-06-19) or any land

0

or any land declared as Surplus Land by a local agency? No

22

ǝd services) that will be used to maintain the ongoing affordability and sustainability
/ASH vouchers, Mainstream vouchers, Faircloth to RAD conversions, tenant-

ɔf commitment. Applications will need to score at least 10 points to be prioritized by
at will be prioritized in Homekey+.

13.58

ɔosed project score at least 10 points to be prioritized by the Homekey+ Program . Yes

15). (**up to 15 points**)

C requirements in Article VII of this NOFA will be provide along with the Application | Yes

score -->	0.80	0.79	0.78	0.78	0.77	0.93	
# Units	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Y
66	2,003,760	2,052,852	2,103,147	2,154,674	2,207,464	2,261,546	2,3
	0	0	0	0	0	0	
	0	0	0	0	0	0	
	0	0	0	0	0	0	
124	549,289	568,514	588,412	609,007	630,322	652,383	67
	0	0	0	0	0	0	
	0	0	0	0	0	0	
124	0	0	0	0	0	628,472	67
	0	0	0	0	0	0	
	0	0	0	0	0	0	
	0	0	0	0	0	0	
	0	0	0	0	0	0	
equired	3,198,836	3,311,888	3,428,978	3,550,249	3,675,851	3,805,937	3,9
Gap	(645,787)	(690,521)	(737,419)	(786,569)	(838,066)	(263,535)	(27

e Award amount will earn more points. Applications that do not request an operating | 8

Award not utilized.

.	$10,416,000
centage of Unutilized Amount	40.05%

Applicant requesting an operating Homekey+ subsidy award | Yes

e Project as evidenced by a letter from the local county behavioral health | 0

Act funds committed to the Project? | No

40

lopment, ownership, or operation of a Project(s) similar in scope and size to the
e requirements.

irement (development, ownership, or operation of affordable rental housing or
t Population). (**up to 15 points**) | 15

t (development, ownership, or operation of affordable rental housing or interim ion)?

	Yes

g	Target Population	Other Population Type(s)	# of Units restricted to Target Population	Applicants responsibilities	Completion of Development, Ownership dates, or Operation dates.
ble l	Homeless	Veterans	104	Development	2/1/2022 completed construction, operating from 3//22 to present
ble l	Homeless	Veterans	74	Operation	11/1/2012 to present
ble l	Homeless	Veterans	133	Operation	11/1/2014 to present

sing stability and providing other support services, not necessarily within a housing bed in Applicant's response to point category 4.c., below. LSP experience must be lomekey+ units to count toward points in this section (e.g., families, singles, portive Services are culturally and linguistically competent for persons of different and disabilities. **NOTE**: §300-303 of this NOFA further outline threshold experience

oints) 10

roject elopment Type	# of Units	Housing Type	Target Population	Other Population Type(s)	# of Units restricted to Target Population	Years providing services
New struction	105.00	Affordable Rental	Homeless	Veterans	104	3.00
abilitation	20.00	Affordable Rental	Homeless	Veterans	20	11.00
abilitation	133.00	Affordable Rental	Homeless	Veterans	122	11.00
abilitation	75.00	Affordable Rental	Homeless	Veterans	75	13.00

abilitation	108.00	Affordable Rental	Homeless	Veterans	108	25.00

Co-Applicant(s) and/or other involved partners documenting how the complete rty manager, LSP, etc.) are connected and will work together on the Project. rs of the team are aware of roles and responsibilities. (**15 Points**)	15
above, be sure to include all as described therein this	Uploaded to HCD? Yes

30

ts, consistent with TCAC Regulations (4 CCR § 10325(g)(1)(A-I)), (**10 points**) | 0

)(1)(A). Applicants should still meet to meet the below (B-H)

450 square feet and two bedroom Low-Income Units must include at least 700 east 900 square feet of living space and four-bedroom Low-Income Units shall lict with the requirements of another governmental agency to which the project is discretion of the Executive Director prior to the application submission. Bedrooms be adequately sized to accommodate families based on two persons per bedroom; | Yes

year 15 from the recordation of the Affordability Covenant, as described in §304(iii). | 20

e limits at year 15 from the recordation of the Affordability Covenant, as described | Yes

nekey" Assisted Units being waived for potential accommodation as described above.

ies. (**up to 10 points**) | 10

ally providing a minimum of 15 percent of units with features accessible to AG 2010 and CBC provisions; (**5 points**)

rsons with mobility disabilities | 19 | 15% | of total Project Units

or vision disabilities, as defined in 24 CFR Part 8.22 and the parallel ADAAG 2010 ersons with hearing or vision disabilities | 13 | 10% | of total Project Units

		11
ap with the amenities identified by markers	Uploaded to HCD?	Yes

up to 15 points) 4

n, commuter rail station, ferry terminal, bus station, or public bus stop? (4 points) Yes

and fresh produce are sold. (**up to 2 points**) 2.00

s interior square feet.

, physician’s assistant, or nurse practitioner on-site for a minimum of 40 hours qualify if project is veteran serving). (**up to 1 point**) 1.00

s, or Health Care for the Homeless, or have an equally comprehensive subsidy

1.00

2.00

t) 1.00

s/second must be made available to each Unit for a minimum of 15 years, free of ice date. Documentation of internet availability must be included in the application.

as described above? No

ade schools, apprenticeship programs, employment programs, childcare centers op-in youth centers). (up to 2 points)

Are there at least **two amenities** located within 1 mile radius as described above? No

0

s or farm operations).

Total Project Units 124

No

Negative Points Policy.

core and the same date and time stamp, HCD may consider additional criteria as a
needs of individuals with behavioral health challenges), affirmatively furthering fair housing,

ocument

0.93	0.93	0.93	0.93	1.00	1.00	1.00	
ear 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Y
316,954	2,373,720	2,431,876	2,491,457	2,552,498	2,615,034	2,679,102	2,7
0	0	0	0	0	0	0	
0	0	0	0	0	0	0	
0	0	0	0	0	0	0	
75,216	698,849	723,309	748,625	774,826	801,945	830,013	85
0	0	0	0	0	0	0	
0	0	0	0	0	0	0	
74,549	722,883	773,570	826,708	1,329,697	1,403,704	1,481,029	1,5
0	0	0	0	0	0	0	
0	0	0	0	0	0	0	
0	0	0	0	0	0	0	
0	0	0	0	0	0	0	
940,666	4,080,203	4,224,718	4,374,388	4,529,396	4,689,931	4,856,190	5,0
73,947)	(284,751)	(295,964)	(307,599)	0	0	0	

1.00	1.00
ear 14	Year 15
'44,740	2,811,986
0	0
0	0
0	0
i9,064	889,131
0	0
0	0
i61,807	1,646,176
0	0
0	0
0	0
0	0
)28,374	5,206,694
0	0

Certification & Legal Disclosure

On behalf of the entity identified in the signature block below, I certify that:

1. The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct.

2. I possess the legal authority to submit this application on behalf of the entity identified in the signature block.

3. The following is a complete disclosure of all identities of interest - of all persons or entities, including affiliates, that will provide goods or services to the Project either (a) in one or more capacity or (b) that qualify as a "Related Party" to any person or entity that will provide goods or services to the Project. "Related Party" is defined in Section 10302 of the California Code of Regulations (CTCAC Regulations):

4. As of the date of application, the Project, or the real property on which the Project is proposed (Property) is not party to or the subject of any claim or action at the State or Federal appellate level.

5. I have disclosed and described below any claim or action undertaken which affects or potentially affects the feasibility of the Project.

In addition, I acknowledge that all information in this application and attachments is public, and may be disclosed by the State.

Printed Name	Title of Signatory	Signature	Date

Legal Disclosure

For purposes of the following questions, and with the exceptions noted below, the term “Applicant” shall include the applicant and joint applicant, and any subsidiary of the applicant or joint applicant if the subsidiary is involved in (for example, as a guarantor) or will be benefited by the application or the project.

In addition to each of these entities themselves, the term “Applicant” shall also include the direct and indirect holders of more than ten percent (10%) of the ownership interests in the entity, as well as the officers, directors, principals and senior executives of the entity if the entity is a corporation, the general and limited partners of the entity if the entity is a partnership, and the members or managers of the entity if the entity is a limited liability company. For projects using tax-exempt bonds, it shall also include the individual who will be executing the bond purchase agreement.

The following questions must be responded to for each entity and person qualifying as an "Applicant," or "joint applicant" as defined above.

Explain all positive responses on a separate sheet and include with this questionnaire in the application.

Exceptions:

Public entity applicants without an ownership interest in the proposed project, including but not limited to cities, counties, and joint powers authorities with 100 or more members, are not required to respond to this questionnaire.

Members of the boards of directors of non-profit corporations, including officers of the boards, are also not required to respond. However, chief executive officers (Executive Directors, Chief Executive Officers, Presidents or their equivalent) must respond, as must chief financial officers (Treasurers, Chief Financial Officers, or their equivalent).

Civil Matters	
1. Has the applicant filed a bankruptcy or receivership case or had a bankruptcy or receivership action commenced against it, defaulted on a loan or been foreclosed against in *past ten years* ?	
2. Is the applicant currently a party to, or been notified that it may become a party to, any civil litigation that may materially and adversely affect (a) the financial condition of the applicant’s business, or (b) the project that is the subject of the application?	
3. Have there been any administrative or civil settlements, decisions, or judgments against the applicant within the past ten years that materially and adversely affected (a) the financial condition of the applicant’s business, or (b) the project that is the subject of the application?	
4. Is the applicant currently subject to, or been notified that it may become subject to, any civil or administrative proceeding, examination, or investigation by a local, state or federal licensing or accreditation agency, a local, state or federal taxing authority, or a local, state or federal regulatory or enforcement agency?	
5. In the past ten years, has the applicant been subject to any civil or administrative proceeding, examination, or investigation by a local, state or federal licensing or accreditation agency, a local, state or federal taxing authority, or a local, state or federal regulatory or enforcement agency that resulted in a settlement, decision, or judgment?	
Criminal Matters	
6. Is the applicant currently a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, involving, or that could result in, felony charges against the applicant?	
7. Is the applicant currently a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, involving, or that could result in, misdemeanor charges against the applicant for matters relating to the conduct of the applicant’s business?	
8. Is the applicant currently a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, involving, or that could result in, criminal charges (whether felony or misdemeanor) against the applicant for any financial or fraud related crime?	
9. Is the applicant currently a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, that could materially affect the financial condition of the applicant’s business?	
10. Within the past ten years, has the applicant been convicted of any felony?	
11. Within the past ten years, has the applicant been convicted of any misdemeanor related to the conduct of the applicant’s business?	
12. Within the past ten years, has the applicant been convicted of any misdemeanor for any financial or fraud related crime?	

Printed Name	Title of Signatory	Signature	Date

Local Approvals and Environmental Review Verification

To the Applicant: Submit this form to the agency or department of local government responsible for administration of the items listed. This form may be submitted to more than one agency or department if necessary. If an item is not required, include the reason why in box provided.

Project Applicant/Co-Applicant:	City and County of San Francisco
Applicant/Co-Applicant Address:	440 Turk Street
Applicant/Co-Applicant City:	San Francisco
Project Name:	1035 Van Ness
Project Address/site:	1035 Van Ness Ave.
Project City:	San Francisco
Project County:	San Francisco
Assessor Parcel Numbers (APNs):	0714-028

To the local jurisdiction: The Applicant named above has submitted an application to the State Dept. of Housing and Community Development (HCD) requesting funding for the Project named above, under the Homekey+ Program. Projects submitted for program funding are subject continuous, over the Counter basis, with exceptions noted in Section 400. Project readiness is a component of that process. Verification of items listed below will be used in evaluating Homekey+ applications.

Is this Project approved "by right"?

		Applicable for this Project	% Complete	Approved Date
CEQA Environmental Clearance is in progress, approved, or determined to be unnecessary	**CEQA**			
NEPA Environmental Clearance is in progress, approved, or determined to be unnecessary	**NEPA**			

Specify in the box below, items not required and explain why (include documentation, if applicable):

	Required for this Project?	Under Review?	Verified as Completed and date completed
All necessary, discretionary, and non-discretionary public land use approvals except building permits and other ministerial approvals are:			

Specify in the box below, items not required and explain why (include documentation, if applicable):

Dated:

Statement Completed by (please print):	
Signature:	
Title:	
Agency or Department:	
Agency or Department Address:	
Agency or Department Phone:	

Full list of Uploads

Green check

X mark, mear responsibility

FILE NAME		FILE DESCRIPTION		

HCD Excel Application

File Name	01. HK Application Workbook	HK Application Excel Workbook.	Included	✓

"Project Overview" Sheet/Tab

File Name	02a. App1 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Included	✓
File Name	02b. App1 Authorizing Resolution	Authorizing Resolution	Included	✓
File Name	02c. App1 Signature Block	Signature Block - upload in Microsoft Word Document.	Included	✓
File Name	02d. App1 TIN Form	Completed Government TIN form.	Included	✓

File Name	03a. Co-App1 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Included	✓
File Name	03b. Co-App1 OrgDoc1, Co-App1 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Included	✓
File Name	03c. Co-App1 Authorizing Resolution	Authorizing Resolution	Included	✓
File Name	03e. Co-App1 Signature Block	Signature Block - upload in Microsoft Word Document.	Included	✓
File Name	03f. Co-App1 Cert of Good Standing	Dated 30 days or less from the application due date.	Included	✓
File Name	03g. Co-App1 EIN Verification	EIN Verification (IRS form SS-4) (except jurisdictions)	Included	✓
File Name	03h. Co-App1 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Included	✓
File Name	03i. Co-App1 Payee Data Record	Completed Payee Data Record.	Included	✓
File Name	03j. Co-App1 TIN Form	Completed Government TIN form (jurisdictions only).	Included	✗

File Name	04a. Co-App2 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Not Applicable	✗
File Name	04b. Co-App2 OrgDoc1, Co-App2 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Not Applicable	✗
File Name	04c. Co-App2 Authorizing Resolution	Authorizing Resolution	Not Applicable	✗
File Name	04e. Co-App2 Signature Block	Signature Block - upload in Microsoft Word Document.	Not Applicable	✗
File Name	04f. Co-App2 Cert of Good Standing	Dated 30 days or less from the application due date.	Not Applicable	✗
File Name	04g. Co-App2 EIN Verification	EIN Verification (IRS form SS-4) (except jurisdictions)	Not Applicable	✗
File Name	04h. Co-App2 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Not Applicable	✗
File Name	04i. Co-App2 Payee Data Record	Completed Payee Data Record.	Not Applicable	✗
File Name	04j. Co-App2 TIN Form	Completed Government TIN form (jurisdictions only).	Not Applicable	✗

File Name	05a. Co-App3 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Not Applicable	✘
File Name	05b. Co-App3 OrgDoc1, Co-App3 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Not Applicable	✘
File Name	05c. Co-App3 Authorizing Resolution	Authorizing Resolution	Not Applicable	✘
File Name	05e. Co-App3 Signature Block	Signature Block - upload in Microsoft Word Document.	Not Applicable	✘
File Name	05f. Co-App3 Cert of Good Standing	Dated 30 days or less from the application due date.	Not Applicable	✘
File Name	05g. Co-App3 EIN Verification	EIN Verification (IRS form SS-4) (except jurisdictions)	Not Applicable	✘
File Name	05h. Co-App3 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Not Applicable	✘
File Name	05i. Co-App3 Payee Data Record	Completed Payee Data Record.	Not Applicable	✘
File Name	05j. Co-App3 TIN Form	Completed Government TIN form (jurisdictions only).	Not Applicable	✘

File Name	06a. Co-App4 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Not Applicable	✘
File Name	06b. Co-App4 OrgDoc1, Co-App4 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Not Applicable	✘
File Name	06c. Co-App4 Authorizing Resolution	Authorizing Resolution	Not Applicable	✘
File Name	06e. Co-App4 Signature Block	Signature Block - upload in Microsoft Word Document.	Not Applicable	✘
File Name	06f. Co-App4 Cert of Good Standing	Dated 30 days or less from the application due date.	Not Applicable	✘
File Name	06g. Co-App4 EIN Verification	EIN Verification (IRS form SS-4) (except jurisdictions)	Not Applicable	✘
File Name	06h. Co-App4 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Not Applicable	✘
File Name	06i. Co-App4 Payee Data Record	Completed Payee Data Record.	Not Applicable	✘
File Name	06j. Co-App4 TIN Form	Completed Government TIN form (jurisdictions only).	Not Applicable	✘

File Name	07a. MGP Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Not Applicable	✘
File Name	07b. MGP OrgDoc1, MGP OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Not Applicable	✘
File Name	07c. MGP Resolution	Authorizing Resolution.	Not Applicable	✘
File Name	07e. MGP Signature Block	Signature Block - upload in Microsoft Word Document.	Not Applicable	✘
File Name	07f. MGP Cert of Good Standing	Dated 30 days or less from the application due date.	Not Applicable	✘
File Name	07g. MGP Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Not Applicable	✘
File Name	07h. MGP Payee Data Record	Completed Payee Data Record.	Not Applicable	✘

File Name	08a. AGP1 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Not Applicable	✘
File Name	08b. AGP1 OrgDoc1, AGP1 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Not Applicable	✘

File Name	08c. AGP1 Resolution	Authorizing Resolution.	Not Applicable	✘
File Name	08e. AGP1 Signature Block	Signature Block - upload in Microsoft Word Document.	Not Applicable	✘
File Name	08f. AGP1 Cert of Good Standing	Dated 30 days or less from the application due date.	Not Applicable	✘
File Name	08g. AGP1 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Not Applicable	✘
File Name	08h. AGP1 Payee Data Record	Completed Payee Data Record.	Not Applicable	✘
File Name	09a. AGP2 Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Not Applicable	✘
File Name	09b. AGP2 OrgDoc1, AGP2 OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Not Applicable	✘
File Name	09c. AGP2 Resolution	Authorizing Resolution.	Not Applicable	✘
File Name	09e. AGP2 Signature Block	Signature Block - upload in Microsoft Word Document.	Not Applicable	✘
File Name	09f. AGP2 Cert of Good Standing	Dated 30 days or less from the application due date.	Not Applicable	✘
File Name	09g. AGP2 Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Not Applicable	✘
File Name	09h. AGP2 Payee Data Record	Completed Payee Data Record.	Not Applicable	✘
File Name	10a. MLLC Cert & Legal Disclosure	Reference: Applicant Certification Worksheet.	Included	✓
File Name	10b. MLLC OrgDoc1, MLLC OrgDoc2, etc.	Reference: Entity Org Docs Worksheet.	Included	✓
File Name	10c. MLLC Resolution	Authorizing Resolution.	Included	✓
File Name	10e. MLLC Signature Block	Signature Block - upload in Microsoft Word Document.	Included	✓
File Name	10f. MLLC Cert of Good Standing	Dated 30 days or less from the application due date.	Included	✓
File Name	10g. MLLC Tax-Exempt Status	Evidence of tax-exempt status from IRS and FTB for Corporations (Non-Profits Only).	Included	✓
File Name	10h. MLLC Payee Data Record	Completed Payee Data Record.	Included	✓
File Name	11. LLC OA	Operating Agreement	Included	✓
File Name	11. LP-1	Certificate of Limited Partnership (LP-1)	Not Applicable	✘
File Name	11. LP-2	Amendment to Certificate of Limited Partnership (LP-2)	Not Applicable	✘
File Name	11. LPA	Limited Partnership Agreement	Not Applicable	✘
File Name	12. Letter local county BHD	Provide the Department with letter from the local county behavioral health department describing the support for the Project (capital, operating or service commitments, referrals, stakeholder collaboration, etc.)	Included	✓
File Name	13. Unsuccessful tax credit-bonds	Provide evidence if your unsuccessful application for tax credit/bonds.	Not Applicable	✘
File Name	14. Existing HCD Award	Provide a copy of your existing HCD award letter - Upload as Capital EFCs	Not Applicable	✘
File Name	15. Tax Credit Reservation	If the Project has already received a tax credit reservation, upload documentation - Upload as Capital EFCs	Not Applicable	✘
File Name	16. Utility allowance	Schedule of utility allowances.	Included	✓
File Name	17. CES Participation, CoC and Subsidy Form	Provide a plan for tenant selection, and it shall be reasonably detailed and comprehensive.	Not Applicable	✘

File Name	18. Relocation Plan	Relocation Plan.	Not Applicable	✘
File Name	19. CEQA	Copy of CEQA Determination Documents (if applicable).	Not Applicable	✘
File Name	20. NEPA	NEPA Authority to Use Grant Funds issued by the Responsible Entity if the project is proposing use of federal funds. Note: Not required at time of application, but required prior to disbursements.	Not Applicable	✘
"Max Funds & Unit Mix" Sheet/Tab				
File Name	21. Funding Limit Exemption Form	Provide justification for the need in excess funding above the funding limits. Applicants asserting the Project is in a high-cost area shall provide data from HUD, the United States Census Bureau, or another authoritative source to validate the assertion.	Included	✓
"Supportive Services Plan" Sheet/Tab				
File Name:	22. LSP Contract	Lead Service Provider Contract, Agreement or Letter of Intent.	Included	✓
File Name:	22. LSP NonApplicant Contract	Lead Service Provider Contract, Agreement or Letter of Intent (non-Applicant provider).	Not Applicable	✘
File Name:	23. LSP resumes	Provide resumes of Supportive Services staff who will be overseeing Case Managers on the Project. Not required for Assisted Units with Veterans Affairs Supportive Housing (HUD-VASH) vouchers	Included	✓
File Name	24. Property Management Plan	Submit Property Management Plan and Tenant Selection Policies	Included	✓
"Threshold Requirements" Sheet/Tab				
File Name	25. Tribal Entity Waiver	Modifications or waivers as provided for in HSC §50406, subdivision (p) (Assembly Bill 1010 (Chapter 660, Statutes of 2019).	Not Applicable	✘
File Name	26. Project Ownership Structure	Provide a "Project Ownership Structure" chart.	Included	✓
File Name	27. Non-Discrimination Policy	Provide a non-discrimination policy.	Included	✓
File Name	28. Equity Statement	Provide Racial & Gender Equity statement by answering the above question.	Included	✓
File Name	29. Engaging the Target Population Statement	Provide a response to the question above.	Included	✓
File Name	30. Site Control	Documentation of site control in accordance with UMR §8303, including a summary explanation of site control and values for applications with multiple or non-contiguous parcels, scattered sites, lot line adjustments, phased projects, or other complex land and acquisition transactions, see Article III, §300(x)(a-h).	Included	✓
File Name	31. Indian Country Verification	Documentation verifying land is located in Indian Country as defined by 18 USC 1151.	Not Applicable	✘
File Name	32. Fee or Trust Land Verification	Documentation verifying land is located on Fee or Trust Land.	Not Applicable	✘
File Name	33. Project Use Change - Lot Split	For Projects that require a use change, lot split or other local approvals for permanent housing, include a commitment and plan to facilitate or expedite those processes, to not delay expenditure and occupancy requirements.	Included	✓

File Name	34. Preliminary Title Report	Provide a preliminary report dated within 90 days of application due date. For projects developed in Indian country, an attorney's opinion regarding chain of title and current title status is acceptable in lieu of a title report.	Included	✓
File Name	35. Development Plan	Provide a detailed development plan that supports acquisition of a site, completion of rehabilitation or construction, occupancy, and fund expenditure before all program deadlines, factoring in entitlements, permits, procurement, potential construction delays and supply chain issues, and demonstrates evidence of strong organizational and financial capacity to develop the Project.	Included	✓
File Name	36. Appraisal	Applicants shall provide an appraisal prepared no earlier than 12 months prior to application submission date for all Projects seeking acquisition funds from Homekey+ or if property value will be used as local match. The appraisal must comply with the Homekey+ requirements outlined in the Homekey+ Appraisal Guidance document, which will be available on the Homekey+ website.	Included	✓
File Name	37. Rehab Description	Narrative description of current condition of structure(s) and overall scope of work.	Included	✓
File Name	38. PNA or CAN	PNA or CNA prepared by a qualified independent third-party contractor.	Included	✓
File Name	39. Market Study	Provide a Market Study dated within the 12 months from Application submission.	Not Applicable	✘
File Name	40. Env. Report 1	Environmental Site Assessment Phase I (prepared or updated no earlier than 12 months prior to the application due date).	Included	✓
File Name	41. Env. Report 2	If Environmental Site Assessment Phase I requires a Phase II study, submit a Phase II (prepared or updated no earlier than 12 months prior to the application due date).	Not Applicable	✘
File Name	42. Relocation narrative	Applicant's Relocation Assistance Narrative shall include or identify the following: §300(xvii)(a-i)	Included	✓
File Name	43. EFC #1, EFC #2, etc.	Provide a letter or other document for all funding commitments for developement and operating sources.	Included	✓
File Name	44. Housing First Statement	Provide relevant experience administering a Project in accordance with the core components of Housing First (Welfare & Institutions Code § 8255).	Included	✓
File Name	45. One-for-one Replacement	Provide a letter of commitment to ensure one-for-one replacement of units.	Not Applicable	✘
File Name	46. Existing Unit Mix	Provide an existing unit mix of the current site including residential/commercial shared space. (Units, kitchens, rooms, bathrooms, Unit Amenities/Features, parking spaces, etc.	Not Applicable	✘
File Name	47. Aerial Site Map	Provide an arerial map indicating the original target housing location and all proposed housing location(s).	Not Applicable	✘
File Name	48. Justification outside the neighborhood	Provide justification explaining why it is necessary to locate this replacement housing outside the target neighborhood (i.e., offsite) and how doing so supports and enables the Target Population to maintain housing.	Not Applicable	✘

"Scoring" Sheet/Tab				
File Name:	49. Excess state-owned property	Provide documentation/agreement for ground lease with the state to create affordable housing on Excess state-owned property.	Not Applicable	✘

File Name:	50. Local Surplus Land	Provide documentation that the proposed Project is located on a site designated as surplus land by a local government. For written compliance with the Surplus Land Act – either an exempt surplus findings letter or standard surplus disposition findings letter from HCD.	Not Applicable	✘
File Name:	51. MHSA/BHSA letter	Provide a letter from the local county behavioral health department meeting the EFC requirements in Article VII of this NOFA.	Not Applicable	✘
File Name:	52. Commitment Letters, MOU(s) or other formal agreement	Provide documentation as stated above, be sure to include all as described therein this section.	Included	✓
File Name:	53. Amenities Map	If applicable, provide a radius map with the amenities identified by markers	Included	✓
File Name:	54. High Speed Internet	Provide documentation of high speed internet availability.	Not Applicable	✘

"Certification & Legal" Sheet/Tab				
File Name	55. Cert-Legal Explanation	Letter of explanation for any "Yes" answers or red shaded items above. Copy this sheet and upload separate from the application.	Not Applicable	✘

OTHER					
File Name	56. Other 1, Other 2, Other 3, etc.	Any other documentation that would assist HCD to understand and/or assist with Threshold, Scoring, or Program Requirements.	Not Applicable	✓	Only

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