

# Transitional Housing Program (THP)

## Allocation Acceptance Form



**Gavin Newsom, Governor  
State of California**

**Lourdes M. Castro Ramírez, Secretary  
Business, Consumer Services and Housing Agency**

**Douglas R. McCauley, Acting Director  
California Department of Housing and Community Development**

**2020 West El Camino Avenue, Suite 150  
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Phone: (916) 263-2771  
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**February 2020**

<b>Transitional Housing Program (THP) Allocation Acceptance</b>								Rev. 2/4/20				
<b>County Allocation:</b>							<b>\$459,200</b>					
<p>Pursuant to item 2240-102-0001 of Section 2.00 of the Budget Act of 2019 (Chapter 23 of the Statutes of 2019) and Chapter 11.7 (commencing with Section 50807) of Part 2 of Division 31 of the Health and Safety Code (HSC), the Department of Housing and Community Development (HCD) shall allocate \$8 million in funding to counties for the purpose of housing stability to help young adults 18 to 25 years secure and maintain housing, with priority given to young adults formerly in the foster care or probation systems.</p>												
<b>Allocation Applicant</b>												
<b>Allocation Applicant is a County Child Welfare Agency</b>												
<p>Pursuant to Section 50807(b) of the HSC, HCD consulted with the Department of Social Services, the Department of Finance, and the County Welfare Directors Association to develop a formula allocation schedule for the purpose of distributing these funds to counties. The allocation is based on each county's percentage of the total statewide number of young adults aged 18 to 25 years in foster care. The allocation excludes Alpine and Sierra county because their calculation did not demonstrate a need for young adults aged 18 to 25.</p>												
<b>Applicant County</b>		<b>San Francisco County</b>										
<b>Legal name of Applicant as stated on resolution:</b>				<b>City and County of San Francisco</b>								
Address		City and County of San Francisco Human Services Agency PO Box 7988			City	San Francisco	State	CA	Zip	94120		
Auth Rep Name	Trent Rhorer		Title	Executive Director, Human Services Agency, City and County of San Francisco		Auth Rep Email	trent.rhorer@sfgov.org		Phone	(415) 557-6541		
Contact Name	Joan Miller		Title	Deputy Director, Family and Children Services, City and County of San Francisco		Email	joan.miller@sfgov.org		Phone	(415) 558-2660		
Address		City and County of San Francisco Human Services Agency PO Box 7988			City	San Francisco	State	CA	Zip	94120		
<b>Federal Tax ID Number (FEIN)</b>		94-6000417										
<b>Administrative Fiscal Representative</b>												
Legal Name	Heather Davis			Contact Name	Heather Davis		Contact Email	Heather.Davis@sfgov.org				
Phone	(415) 557-5542		Address	City and County of San Francisco Human Services Agency PO Box 7988			City	San Francisco	State	CA	Zip	94120
<b>File Name:</b>	<b>App Resolution</b>	Reference sample resolution document					Attached to email?					
<b>File Name:</b>	<b>App Signature Block</b>	Signature Block - upload in Microsoft Word document					Attached to email?					
<b>File Name:</b>	<b>App TIN</b>	Reference Taxpayer Identification Number (TIN) document					Attached to email?					
<b>Use of Funds</b>												
<p>Funds shall be used to help young adults who are 18 to 25 years of age secure and maintain housing. Use of funds may include, but are not limited to:</p> <ol style="list-style-type: none"> <li>1) Identify and assist housing services for this population in your community;</li> <li>2) Assist this population to secure and maintain housing (with priority given to those in the state's foster care or probation system);</li> <li>3) Improve coordination of services and linkages to community resources within the child welfare system and the Homeless Continuum of Care; and</li> <li>4) Provide engagement in outreach and targeting to serve those with the most severe needs.</li> </ol>												
<b>Expenditure of Funds</b>												
<p>Any grant funds remaining unexpended as of June 30, 2022, must be returned to the State. Checks shall be payable to the Department of Housing and Community Development and mailed to 2020 West El Camino Ave. Room 300, no later than July 31, 2022 and must reference the Contract Number.</p>												
<b>Allocation Acceptance Requirements</b>												
<p><b>In order to accept and receive an allocation, applicants must submit the following: Signed Allocation Acceptance form, Signed Resolution, and TIN Form. HCD will only accept applications electronically via email no later than 5:00 p.m. on:</b></p> <p style="text-align: center;"><b>Tuesday, March 31, 2020</b></p> <p style="text-align: center;">HCD will only accept applications electronically at the following email address:</p> <p style="text-align: center;"><a href="mailto:THP@hcd.ca.gov">THP@hcd.ca.gov</a></p>												
<b>Reporting Requirements</b>												
<p>Applicant acknowledges and agrees to submit an annual report to the Department for the three years following distribution of TAY Program funds addressing the following:</p> <ol style="list-style-type: none"> <li>1) How many people were served?</li> <li>2) What were the funds used for?</li> <li>3) Who were the housing navigator(s)?</li> <li>4) How many people served were in foster care?</li> <li>5) How many people served were in probation system?</li> </ol>												
<b>Certification</b>												
<p><b>On behalf of the entity identified in the signature block below, I certify that:</b></p> <p>The information, statements and attachments included in this Allocation Acceptance form are, to the best of my knowledge and belief, true and correct. I possess the legal authority to submit this Allocation Acceptance form on behalf of the entity identified above. In addition, I acknowledge that all information in this application and attachments is public, and may be disclosed by the State.</p>												
		Executive Director, Human Services Agency, City and County of San Francisco										
Printed Name		Title of Signatory		Signature			Date					
Entity Name:	Trent Rhorer			Phone Number:								
Entity Address:	trent.rhorer@sfgov.org			City:	San Francisco	State:	CA	Zip:	94120			