

**File Number:** \_\_\_\_\_  
(Provided by Clerk of Board of Supervisors)

**Grant Resolution Information Form**  
(Effective July 2011)

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

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

- 1. Grant Title: 2021 Project Homekey
- 2. Department: Department of Homelessness and Supportive Housing
- 3. Contact Person: Dylan Schneider Telephone: 628.652.7742
- 4. Grant Approval Status (check one):

Approved by funding agency                       Not yet approved

5. Amount of Grant Funding Approved or Applied for: not to exceed \$56,578,000

6. a. Matching Funds Required: \$98,800,000

b. Source(s) of matching funds (if applicable): Our City, Our Homes Fund (Prop C Homeless Gross Receipts Tax Revenue) Family Housing funds.

7. a. Grant Source Agency: California Department of Housing and Community Development

b. Grant Pass-Through Agency (if applicable): Acquisition funds are funded through the Coronavirus State and Local Fiscal Recovery Fund administered by the U.S. Department of the Treasury.

8. Proposed Grant Project Summary:

2021 Project Homekey funds would be used to supplement local funding to purchase the property located at 333 12<sup>th</sup> Street and provide a minimum of 5 years of operating funds for the housing site. The property has 200 multi-family units that would be used as Permanent Supportive Housing for Families. Based on the affordability restrictions, HSH plans to request annual appropriations to provide ongoing operating support for the project through the 15-year restriction period.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Capital Start-Date: Upon executed standard agreement      Capital End-Date: March 28, 2023  
Operating Start-Date: Upon executed standard agreement      Operating End-Date: June 30, 2026

10. a. Amount budgeted for contractual services: The grant provides up to \$7,728,000 in state General Fund funding, including bonus funds, for multi-year operating expenditures for the project which will be part of a City master lease and property management agreement to a nonprofit homeless service provider to manage, maintain and operate the building.

- b. Will contractual services be put out to bid? Yes, a procurement has been completed.
- c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? N/A
- d. Is this likely to be a one-time or ongoing request for contracting out? Yes, one-time. Contracted services are for the term of the City's master lease, currently five (5) years with an option to extend.

**11. a.** Does the budget include indirect costs?

Yes  No

1. If yes, how much?

2. How was the amount calculated?

3. If no, why are indirect costs not included?

Not allowed by granting agency  To maximize use of grant funds on direct services

Other (please explain):

c. 1. If no indirect costs are included, what would have been the indirect costs? n/a

**12. Any other significant grant requirements or comments: None.**

**\*\*Disability Access Checklist\*\*\*(Department must forward a copy of all completed Grant Information Forms to the Mayor’s Office of Disability)**

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

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

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

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor’s Office on Disability Compliance Officers.

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

Comments:

Departmental ADA Coordinator or Mayor’s Office of Disability Reviewer:

Heather Venisse  
(Name)

Transfer Request Manager, Department of Homelessness and Supportive Housing

(Title)  
Date Reviewed: 11/2/2022

DocuSigned by:  
Heather Venisse  
789500358891403...  
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Gigi Whitley  
(Name)

Deputy Director of Administration and Finance

(Title)  
Date Reviewed: 11/2/2022

DocuSigned by:  
Gigi Whitley  
96777BF0D97A4C5...  
(Signature Required)