

**Subject:** FW: Invitation to accept allocation for the Round 2 Transitional Housing Program (THP)  
**Attachments:** Transitional Housing Program Acceptance 072720.xlsx; THP R2 Resolution 072720.docx; Cover Letter\_Apply and Accept for Transitional Housing and Housing Navigators Programs\_Mar 20.pdf; Transitional Housing Program Apply and Accept Resolution (Mar 2020 signed).pdf

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**From:** Tran-Houangvilay, Stephanie@HCD <[Stephanie.Tran-Houangvilay@hcd.ca.gov](mailto:Stephanie.Tran-Houangvilay@hcd.ca.gov)> **On Behalf Of** THP@HCD  
**Sent:** Monday, July 27, 2020 2:36 PM  
**Subject:** Invitation to accept allocation for the Round 2 Transitional Housing Program (THP)

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Good Afternoon,

Pursuant to item 2240-102-0001 of Section 2.00 of the Budget Act of 2020 (Chapter 6 of the Statutes of 2020) 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 of the Transitional Housing Program (THP) 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.

In agreement with the Department of Social Services, the Department of Finance, and the County Welfare Directors Association, the allocation for Round 2 of the Transitional Housing Program will remain the same as Round 1. As with Round 1, this allocation excludes Alpine and Sierra because their calculation did not demonstrate a need for young adults aged 18 to 25.

In order to accept and receive an allocation for Round 2, applicants must submit the following: **Signed Allocation Acceptance form, Signed Resolution, and a signed GovTIN form.** HCD will only accept completed applications and relevant documentation via email to [THP@hcd.ca.gov](mailto:THP@hcd.ca.gov) no later than **5:00 p.m. on Thursday, November 12, 2020**. Please find attached the THP Allocation Acceptance form, Resolution template and GOVTIN form. These forms can also be found on the [THP](#) webpage.

The anticipated timeline is as follows:

July	Release of the Invitation to accept Round 2 Transitional Housing Program Allocation via email
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<b>November 12</b>	<b>Allocation Acceptance form due</b>
December - February	Award / Standard Agreement Execution

Please feel free to reach out to us with questions at [THP@hcd.ca.gov](mailto:THP@hcd.ca.gov).

Stay safe and healthy!

CCSF-HSA - All outbound HSA email is automatically scanned for PII and PHI by Zix Email Encryption

<b>Transitional Housing Program (THP) Allocation Acceptance Round 2</b>										Rev. 7/27/20	
<b>County Allocation (select Applicant County in row 7 below):</b>											
<p>Pursuant to item 2240-102-0001 of Section 2.00 of the Budget Act of 2020 (Chapter 6 of the Statutes of 2020) 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>Legal name of Applicant as stated on resolution:</b>											
Address			City			State			Zip		
Auth Rep Name			Title			Auth Rep Email			Phone		
Contact Name			Title			Email			Phone		
Address			City			State			Zip		
<b>Federal Tax ID Number (FEIN)</b>											
<b>Administrative Fiscal Representative</b>											
Legal Name			Contact Name			Contact Email					
Phone			Address			City			Zip		
<b>File Name: App Resolution</b> Reference sample resolution document Attached to email?											
<b>File Name: 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, 2023, 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, 2023 and must reference the Contract Number.</p>											
<b>Allocation Acceptance Requirements</b>											
<p>In order to accept and receive an allocation, applicants must submit the following: Signed Allocation Acceptance form, Signed Resolution, and TIN Form#CD will only accept applications electronically via email no later than 5:00 p.m. on:</p> <p style="text-align: center;"><b>Thursday, November 12, 2020</b></p> <p style="text-align: center;">HCD will only accept applications electronically at the following email address: <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>											
Printed Name			Title of Signatory			Signature			Date		
Name:			Phone Number:								
Address:			City:			State:			Zip:		