



Shireen McSpadden, Executive Director

Daniel Lurie, Mayor

**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** Dylan Schneider, Manager of Legislative Affairs, Department of Homelessness and Supportive Housing  
**DATE:** February 7, 2025  
**SUBJECT:** Retroactive Accept and Expend Resolution for Round 3 Project Homekey Award for 42 Otis Street

**GRANT TITLE: Round 3 Project Homekey for 42 Otis Street - \$8,225,095**

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Attached please find the original\* and 1 copy of each of the following:

- ☒ Proposed grant resolution; original\* signed by Department, Mayor, Controller (Document 2)
- ☒ Grant information form, including disability checklist (Document 3)
- ☒ Grant budget (Document 4)
- ☒ Grant application (Document 5)
- ☒ Letter of Intent or grant award letter from funding agency (Document 6)
- ☐ Ethics Form 126 (if applicable)
- ☒ Contracts, Leases/Agreements (if applicable) – HCD Draft Standard Agreement (Document 7)
- ☒ Other (Explain):
  - Document 8: 2023 Homekey NOFA
  - Document 9: HSH Retroactive Memo

**Special Timeline Requirements:**

Please schedule at earliest available date.

**Departmental representative to receive a copy of the adopted resolution:**

Name: Dylan Schneider Phone: 628.652.7742

Interoffice Mail Address: 440 Turk Street, San Francisco CA, 94102

Certified copy required: Yes

**No**

(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient.)