

File No. 241175

Committee Item No. 11

Board Item No. \_\_\_\_\_

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee

Date January 22, 2025

Board of Supervisors Meeting

Date \_\_\_\_\_

#### Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

**OTHER** (Use back side if additional space is needed)

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Completed by: Brent Jalipa

Date January 16, 2025

Completed by: Brent Jalipa

Date \_\_\_\_\_

1 [Grant Application - California Department of Housing and Community Development -  
2 Prohousing Incentive Program - Not to Exceed \$1,500,000]

3 **Resolution authorizing the City and County of San Francisco, acting by and through**  
4 **the Mayor’s Office of Housing and Community Development, to execute and submit an**  
5 **application for a grant under the Prohousing Incentive Program administered by the**  
6 **California Department of Housing and Community Development, for a not to exceed**  
7 **amount of \$1,500,000 in program funding, for the period of January 1, 2026, through**  
8 **January 1, 2028.**

9  
10 WHEREAS, California Government Code, Section 65589.9 established the Prohousing  
11 Designation Program, which creates incentives for jurisdictions that are compliant with state  
12 housing element requirements and that have enacted local policies that are defined as  
13 “Prohousing” under said Section 65589.9; and

14 WHEREAS, Pursuant to Health and Safety Code 50470 et. seq., the California  
15 Department of Housing and Community Development (“Department”) is authorized to  
16 administer loans and grants for state incentive programs and established the Prohousing  
17 Incentive Program to encourage cities and counties to obtain a prohousing designation  
18 (hereinafter referred to by the Department as the Prohousing Incentive Program or “PIP” or  
19 the “Program”); and

20 WHEREAS, Pursuant to Health and Safety Code 50470 et. seq., the Department is  
21 authorized to issue PIP guidelines for funding under the Program (“Guidelines”); and

22 WHEREAS, The Department has issued a Notice of Funding Availability (“NOFA”),  
23 Guidelines, and a PIP grant application package (“Application”) dated August 15, 2024, in the  
24 amount of approximately \$8,000,000 for PIP; and

1           WHEREAS, The City has adopted a Housing Element that complies with California  
2 Government Code Section 65585(h); and

3           WHEREAS, The City has submitted a Housing Element Annual Progress Report that  
4 complies with California Government Code 65400; and

5           WHEREAS, The City obtained a Prohousing Designation under the Prohousing  
6 Designation Program as determined by the Department; and

7           WHEREAS, The City and County of San Francisco, acting by and through the Mayor’s  
8 Office of Housing and Community Development (“Applicant”), desires to submit a PIP grant  
9 application package substantially in the form on file with the Clerk of the Board of Supervisors  
10 in File No. 241175 and is incorporated herein by reference (“Application”) to the Department,  
11 on the forms provided by the Department, for approval of grant funding for eligible activities  
12 toward planning and implementation activities related to housing and community development  
13 as a result of meeting eligibility criteria including but not limited to Prohousing Designation;  
14 and

15           WHEREAS, If the Application is approved by the Department, the Director of the  
16 Mayor’s Office of Housing and Community Development will be required to enter into,  
17 execute, and deliver on behalf of the Applicant, a State of California Agreement (Standard  
18 Agreement) for the amount of the awarded grant, and any and all other documents required or  
19 deemed necessary or appropriate to evidence and secure the PIP grant, the Applicant’s  
20 obligations related thereto, and all amendments thereto; and

21           WHEREAS, If the Application is approved by the Department, the Applicant will be  
22 subject to the terms and conditions as specified in the Guidelines, and the Standard  
23 Agreement provided by the Department after approval, the Application and any and all  
24 accompanying documents are incorporated in full as part of the Standard Agreement, any and  
25

1 all activities funded, information provided, and timelines represented in the Application will be  
2 enforceable through the fully executed Standard Agreement; and

3 WHEREAS, Pursuant to the Guidelines and in conjunction with the terms of a Standard  
4 Agreement, the Applicant will be required to use the PIP grant funds for eligible uses and  
5 allowable expenditures in the manner presented and specifically identified in the approved  
6 Application; now, therefore, be it

7 RESOLVED, That City is hereby authorized and directed to submit an Application to  
8 the Department, and the Board of Supervisors hereby authorizes and delegates to the  
9 Director of the Mayor’s Office of Housing and Community Development (“MOHCD”) (or his  
10 designee), on behalf of the City, to submit an Application to the Department in response to the  
11 NOFA for PIP grant funds in a total amount not to exceed \$1,500,000; and, be it

12 FURTHER RESOLVED, That City acknowledges and agrees that it shall be subject to  
13 the Application, the terms and conditions specified in the NOFA, the Guidelines, the Standard  
14 Agreement, and any and all other applicable law; and, be it

15 FURTHER RESOLVED, That if the Application is approved by Department, the  
16 Director of MOHCD shall obtain authorization by resolution of the Board of the Supervisors to  
17 accept and expend the PIP grant and to enter into, execute, and deliver the Standard  
18 Agreement, and any and all other documents required or deemed necessary or appropriate to  
19 evidence and secure the PIP grant, the Applicant’s obligations related thereto, and all  
20 amendments thereto, on behalf of the Applicant.

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RECOMMENDED:

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Daniel Adams, Director,  
Mayor’s Office of Housing and Community Development

# **Prohousing Incentive Program (PIP)**

2024 Application for Local Governments



**State of California  
Governor, Gavin Newsom**

**Tomiquia Moss, Secretary  
Business, Consumer Services and Housing Agency**

**Gustavo Velasquez, Director  
Department of Housing and Community Development**

**Megan Kirkeby, Deputy Director  
Division of Housing Policy Development**

**Final Filing Date: December 31, 2024**

651 Bannon Street, Suite 400 Sacramento, CA 95811

Website: <https://www.hcd.ca.gov/grants-and-funding/programs-active/prohousing-incentive-program>

Email: [ProhousingIncentive@hcd.ca.gov](mailto:ProhousingIncentive@hcd.ca.gov)

## Prohousing Incentive Program (PIP) Application Instructions

The applicant is applying to the Department of Housing and Community Development (Department) for a grant authorized under the  
If approved for funding, the PIP application is incorporated as part of your Standard Agreement with the Department. To be considered

### Threshold Requirements

In order to be considered for funding, all applicants must submit a complete, signed application to ProhousingIncentive@hcd.ca.gov by	
X	An adopted housing element in substantial compliance, as determined by the Department, pursuant to Housing Element
X	Housing Element Annual Progress Report submittal pursuant to Government Code Section 65400 for the current or prior
X	Prohousing Designation: An awarded or completed Prohousing Designation Application with an authorizing resolution must
X	A complete application as determined by the Department.
X	An authorizing resolution authorizing submittal of the application to the Program that materially comports with the Program's
X	Compliance with state and federal housing laws as determined by the sole discretion of HCD.
<i>Demonstration of meeting threshold criteria shall be determined by the Department in its sole and absolute discretion. No</i>	

## Applicant Information

Applicant	City and County of San Francisco M		
Applicant Agency Type	City and County		
Mailing Address	1 South Van Ness, 5th floor		
City	San Francisco	Zip Code	94131
County	San Francisco		
Website	<a href="https://sf.gov/departments/mayors-office">https://sf.gov/departments/mayors-office</a>		
TIN	70384255		
Authorized Representative Name	Daniel Adams		
Authorized Representative Title	Director, MOHCD		
Phone	415-701-5528	Fax	
Email	dan.adams@sfgov.org		
Contact Person Name	Mara Blitzer		
Contact Person Title	Director of Special Projects		
Phone	628-652-5820	Fax	
Email	mara.blitzer@sfgov.org		

As the official designated by the governing body (authorized representative above and in resolution), I hereby certify that, if approved by HCD for funding through PIP, the applicant assumes the responsibilities specified in the NOFA and certifies that the information, statements, and other contents contained in this application are true and correct.

Signature		Date	12/1/2024
Name	Daniel Adams	Title	Director, MOHCD



## Award Amount

Click the dropdown menu to choose a jurisdiction. The geographic category and base award will auto-populate. If the jurisdiction has obtained Prohousing Designation at the time of PIP application submittal, enter in the Prohousing Designation applicant score. Population projections are based on the Department of Finance E-1 January 1, 2024 estimates.

Jurisdiction Name	San Francisco County - Unincorporated	Eligible Base Award	\$	1,500,000
Geographic Category	Bay Area	Bonus Award Amount:	\$	-
Prohousing Designation Application Score		Total Award	\$	1,500,000



**From:** [Trejo, Sara \(MYR\)](#)  
**To:** [BOS Legislation, \(BOS\)](#)  
**Cc:** [Paulino, Tom \(MYR\)](#); [Nickolopoulos, Sheila \(MYR\)](#); [Adams, Dan \(MYR\)](#); [Low, Jen \(BOS\)](#); [Tam, Madison \(BOS\)](#)  
**Subject:** Mayor -- Resolution -- Prohousing Incentive Program Grant Application  
**Date:** Tuesday, December 3, 2024 3:06:03 PM  
**Attachments:** [PIP apply for resolution 2024 \(kn\).docx](#)  
[pip-nofa-3-app - City of SF.xlsx](#)

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Hello Clerks,

Attached is a Resolution authorizing the City and County of San Francisco, acting by and through the Mayor's Office of Housing and Community Development, to execute and submit an application for a grant under Prohousing Incentive Program administered by the California Department of Housing and Community Development.

Please note, Supervisors Melgar and Dorsey are cosponsors of this item.

Best regards,

**Sara Trejo**

Legislative Aide

Office of the Mayor

City and County of San Francisco