

# **Transitional Housing Program (THP)**

**Round 4 Allocation Acceptance Form**

# **Housing Navigation and Maintenance Progra**

**Round 1 Allocation Acceptance Form**



**Gavin Newsom, Governor  
State of California**

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

**Gustavo F. Velasquez, Director  
California Department of Housing and Community Development**

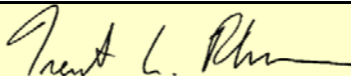
**2020 West El Camino Avenue, Suite 150  
Sacramento, CA 95833  
Phone: (916) 263-2771  
Email: [THP@hcd.ca.gov](mailto:THP@hcd.ca.gov)**

**November 2022**

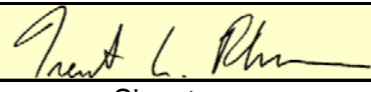
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Transitional Housing Program (THP) Allocation Acceptance Round 4										Rev.11/01/22		
County Allocation (select Applicant County in row 7 below):										\$2,042,421		
Pursuant to item 2240-102-0001 of Section 2.00 of the Budget Act of 2022 (Chapter 249 of the Statutes of 2022) 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 funding to counties for the purpose of housing stability to help young adults 18 to 24 years of age, inclusive, secure and maintain housing, with priority given to young adults formerly in the foster care or probation systems.												
Allocation Applicant												
Allocation Applicant is a County										Yes		
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 18 through 20 years of age in foster care and homeless unaccompanied young adults (ages 18 through 24). The allocation excludes Colusa, Mariposa, Modoc, Mono, and Sierra county because their calculation did not demonstrate need.												
Applicant County												
San Francisco City and County												
Legal name of Applicant as stated on resolution:												
City and County of San Francisco												
Address			City and County of San Francisco Human Services Agency, PO Box 7988			City		San Francisco		State	CA	
Auth Rep Name			Trent Rhorer			Title		Executive Director, Human		Auth Rep Email		
								trent.rhorer@sfgov.org		Phone		
								(415) 557-6540				
Contact Name			Joan Miller			Title		Deputy Director, Family & Children's Services		Email		
								joan.h.miller@sfgov.org		Phone		
								(415) 558-2660				
Address			PO Box 7988			City		San Francisco		State	CA	
										Zip	94120	
Federal Tax ID Number (FEIN)			94-6000417									
Administrative Fiscal Representative												
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		
File Name:		App Resolution		Reference sample resolution document				Attached to email?		No		
File Name:		App GovTIN Form		Reference Taxpayer Identification Number (TIN) document				Attached to email?		Yes		
Use of Funds												
Funds shall be used to help young adults who are 18 to 24 years of age, inclusive, secure and maintain housing with priority given to young adults formerly in the state's foster care or probation systems. Use of funds may include, but are not limited to:												
1) Identify and assist housing services for this population in your community;												
2) Assist this population to secure and maintain housing (with priority given to those in the state's foster care or probation system);												
3) Improve coordination of services and linkages to community resources within the child welfare system and the Homeless Continuum of Care; and												
4) Provide engagement in outreach and targeting to serve those with the most severe needs.												
Expenditure of Funds												
Any grant funds remaining unexpended as of two years from the "Effective Date" of the fully executed Standard Agreement as stated in the STD 213, paragraph 2, 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 and must reference the Contract Number.												
Allocation Acceptance Requirements												
In order to accept and receive an allocation, applicants must submit the following: 1. Signed Allocation Acceptance form, 2. GovTIN Form, and 3. Signed Resolution. <b>If Signed Resolution is not available by submittal date please include the scheduled date of Board of Supervisors meeting and anticipated date the Signed Resolution will be submitted to the Department. The Department will only accept applications electronically via email no later than 5:00 p.m. on:</b>												
<b>Thursday, December 1, 2022</b>												
HCD will only accept applications electronically at the following email address:												
<a href="mailto:THP@hcd.ca.gov">THP@hcd.ca.gov</a>												
Reporting Requirements												
Applicant acknowledges and agrees to submit an bi-annual report to the Department for the two years following contract execution addressing the following:												
A. Number of program participants served who were homeless at time of program entry;												
B. Number of program participants served who were in the State's foster care system;												
C. Number of program participants served who were formerly in the State's foster care or probation systems;												
D. Number of program participants who exited homelessness into temporary housing;												
E. Number of program participants who exited homelessness into permanent housing;												
F. Itemization on use of program fund expenditures;												
G. Who were the housing navigators or other subcontractor(s)?												
H. Subpopulation data including:												
1. Number of participants that are employed;												
2. Number of participants identified as LGBTQ+;												
3. Number of participants having a disability;												
4. Number of participants with minor children in the household; and,												
5. Average number of children per household.												
Yes												
Certification												
On behalf of the entity identified in the signature block below, I certify that:												
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.												
Trent Rhorer			Executive Director						11/16/22			
Printed Name			Title of Signatory			Signature			Date			
Name:		Trent Rhorer				Phone Number:		(415) 557-6540				
Address:		PO Box 7899				City:		San Francisco		State:	CA	
										Zip:	94120	

Housing Navigation and Maintenance Program (HNMP) Allocation Acceptance Round 1										Rev. 11/01/22
County Allocation (select Applicant County in row 7 below):										\$303,688
Pursuant to item 2240-103-0001 of Section 2.00 of the Budget Act of 2022 (Chapter 43 of the Statutes of 2022) and Chapter 11.8 (commencing with Section 50811) of Part 2 of Division 31 of the Health and Safety Code (HSC), the Department of Housing and Community Development (HCD) shall allocate funding to counties for the support of housing navigators to help young adults 18 years and up to 24 years of age, inclusive, secure and maintain housing, with priority given to young adults currently or formerly in the foster care system.										
<b>Allocation Applicant</b>										
<b>Allocation Applicant is a County</b>										
Pursuant to Section 50811 of the HSC, HCD consulted with the Department of Social Services, the Department of Finance, and the County Welfare Directors Association to establish the formula allocation for the purpose of distributing these funds to counties. The formula allocation is based on each county's percentage of the total statewide number of young adults 17 through 21 years of age in the foster care and probation system. The allocation excludes Alpine and Mono counties because their calculation did not demonstrate need. The housing navigation and maintenance program for a county that accepts an allocation of money pursuant to this section shall provide training to its child welfare agency social workers and probation officers who serve nonminor dependents. The training shall address an overview of the housing resources available through the local coordinated entry system, homeless continuum of care, and county public agencies, including, but not limited to, housing navigation, permanent affordable housing, THP-Plus, and housing choice vouchers. The training shall also address how to access and receive a referral to existing housing resources, the social worker's and probation officer's role in identifying unstable housing situations for youth, and referring youth to housing assistance programs. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>										
<b>Applicant County</b> San Francisco City and County										
<b>Legal name of Applicant as stated on resolution:</b> City and County of San Francisco										
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 Auth Rep Email <a href="mailto:trent.rhorer@sfgov.org">trent.rhorer@sfgov.org</a> Phone (415) 557-6540										
Contact Name Joan Miller Title Deputy Director, Family & Children's Services Email <a href="mailto:joan.h.miller@sfgov.org">joan.h.miller@sfgov.org</a> Phone (415) 558-2660										
Address 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 <a href="mailto:heather.davis@sfgov.org">heather.davis@sfgov.org</a>										
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> App Resolution Reference sample resolution document Attached to email? No										
<b>File Name:</b> App TIN Reference Taxpayer Identification Number (TIN) document Attached to email? Yes										
<b>Use of Funds</b>										
The HNMP program funds housing navigators for counties. The role of a housing navigator is to act as a housing specialist to assist young adults with their pursuits of locating available housing and overcoming barriers to locating housing. Housing navigation and maintenance activities may include, but are not limited to:  1) Assist young adults aged 18-24 years of age, inclusive, secure and maintain housing (with priority access given to young adults in the state's foster care system); 2) Provide housing case management which include essential services in emergency supports to foster youth; 3) Prevent young adults from becoming homeless; and 4) Improve coordination of serves and linkages to key resources across the community including those from within the child welfare system and the local Continuum of Care.										
<b>Expenditure of Funds</b>										
Any grant funds remaining unexpended as of two years from the "Effective Date" of the fully executed Standard Agreement as stated in the STD 213, paragraph 2, 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 and must reference the Contract Number.										
<b>Allocation Acceptance Requirements</b>										
<b>In order to accept and receive an allocation, applicants must submit the following: 1. Signed Allocation Acceptance form, 2. GovTIN Form, and 3. Signed Resolution. If Signed Resolution is not available by submittal date please include the scheduled date of Board of Supervisors meeting and anticipated date the Signed Resolution will be submitted to the Department. The Department will only accept applications electronically via email no later than 5:00 p.m. on:</b>										
<b>Thursday, December 01, 2022</b> HCD will only accept applications electronically at the following email address: <a href="mailto:THP@hcd.ca.gov">THP@hcd.ca.gov</a>										
<b>Reporting Requirements</b>										
Applicant acknowledges and agrees to submit an bi-annual report to the Department for the two years following contract execution addressing the following:										
A. Number of program participants served with program funds; B. Itemization of use of program funds; C. Details on housing navigators and other subcontractors; D. Number of program participants served who were in the State's foster care system; E. Number of program participants who were homeless at time of program entry; F. Number of program participants who exited homelessness into temporary housing; G. Number of program participants who exited homelessness into permanent housing; and, H. Subpopulation data including:  1. Number of participants that are employed; 2. Number of participants identified as LGBTQ+; 3. Number of participants with a disability; 4. Number of participants with minor children in the household; and, 5. Average number of children per household.										Yes
<b>Certification</b>										
<b>On behalf of the entity identified in the signature block below, I certify that:</b>										
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.										

Trent Rhorer		Executive Director				11/16/22			
Printed Name		Title of Signatory		Signature		Date			
Name:	Trent Rhorer			Phone Number:	(415) 557-6540				
Address:	PO Box 7988			City:	San Francisco	State:	CA	Zip:	94120