

File No. 190574

Committee Item No. A

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

### COMMITTEE/BOARD OF SUPERVISORS

#### AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Sub-Committee

Date July 10, 2019

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: Linda Wong

Date July 5, 2019

Completed by: Linda Wong

Date \_\_\_\_\_

1 [Apply for Grant - California Department of Housing and Community - California Emergency  
2 Solutions and Housing Program - Not to Exceed \$1,816,418]

3 **Resolution authorizing the Department of Homelessness and Supportive Housing to**  
4 **apply for the California Emergency Solutions and Housing Program from the California**  
5 **Department of Housing and Community, for an amount not to exceed \$1,816,418.**

6  
7 WHEREAS, The State of California (the "State"), Department of Housing and  
8 Community Development ("Department") issued a Notice of Funding Availability ("NOFA")  
9 dated March 21, 2019, under the California Emergency Solutions and Housing (CESH)  
10 Program (Program, or CESH Program); and

11 WHEREAS, The Applicant is an Administrative Entity designated by the Continuum of  
12 Care to administer California Emergency Solutions and Housing Program funds; and

13 WHEREAS, The Department may approve funding allocations for the CESH Program,  
14 subject to the terms and conditions of the NOFA, Program requirements, and the Standard  
15 Agreement and other contracts between the Department and CESH grant recipients; now,  
16 therefore, be it

17 RESOLVED, That if Applicant receives a grant of CESH funds from the Department  
18 pursuant to the above referenced CESH NOFA, it represents and certifies that it will use all  
19 such funds in a manner consistent and in compliance with all applicable state and federal  
20 statutes, rules, regulations, and laws, including without limitation all rules and laws regarding  
21 the CESH Program, as well as any and all contracts Applicant may have with the Department;  
22 and, be it

23 FURTHER RESOLVED, Applicant is hereby authorized and directed to receive a  
24 CESH grant, in an amount not to exceed \$1,816,418 in accordance with all applicable rules  
25 and laws; and, be it

1 FURTHER RESOLVED, Applicant hereby agrees to use the CESH funds for eligible  
2 activities as approved by the Department and in accordance with all Program requirements,  
3 and other rules and laws, as well as in a manner consistent and in compliance with the  
4 Standard Agreement and other contracts between the Applicant and the Department; and, be  
5 it

6 FURTHER RESOLVED, The Director or Deputy Director of the Department of  
7 Homelessness and Supportive Housing are authorized to execute the Standard Agreement  
8 and any subsequent amendments or modifications thereto, as well as any other documents  
9 which are related to the Program or the CESH grant awarded to Applicant, as the Department  
10 may deem appropriate.

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RECOMMENDED:



Director, Jeff Kositsky  
Department of Homelessness and Supportive Housing

# **California Emergency Solutions and Housing**

## **2019 Notice of Funding Availability**



**State of California  
Governor Gavin Newsom**

**Alexis Podesta, Secretary  
Business, Consumer Services and Housing Agency**

**Ben Metcalf, Director  
Department of Housing and Community Development**

2020 West El Camino Avenue, Suite 500, Sacramento, CA 95833

Telephone: (916) 263-2771

Website: <http://www.hcd.ca.gov/grants-funding/active-funding/cesh.shtml>

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

**March 21, 2019**

**Amended April 8, 2019**

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**CALIFORNIA EMERGENCY SOLUTIONS AND HOUSING PROGRAM  
NOTICE OF FUNDING AVAILABILITY**

**I. Overview**

**A. Notice of Funding Availability (NOFA)**

The California Department of Housing and Community Development (HCD) is announcing the availability of approximately \$29 million in funding to assist persons experiencing or at risk of homelessness through the California Emergency Solutions and Housing Program (CESH program).

Administrative Entities (AEs) may request funding for eligible activities relating to homelessness within specified Continuum of Care (CoC) service areas as such terms are defined in Health and Safety Code<sup>1</sup> (HSC), Section 50490 by submitting an application. An AE may contract with a sub-recipient that the AE determines is qualified to carry out the eligible activities. Appendix A of this NOFA lists the funding amount for which each AE is eligible to apply, which is determined by a formula described in Section II.C.

This NOFA outlines application, documentation, reporting requirements and deadlines for AEs. AEs are responsible for administering CESH program funds in collaboration with their local CoC for their respective CoC service area.

This is the second of two NOFAs for the CESH program and is funded from a portion of the third and fourth quarters of revenue deposited in the Building Homes and Jobs Act Trust Fund (Fund) created by the Building Homes and Jobs Act (Chapter 364, Statutes of 2017). Any funds not distributed after the second round of awards shall revert to HCD to be used for the Multifamily Housing Program (HSC, Part 2 of Division 31 Chapter 6.7, commencing with Section 50675).

**B. Tentative program timeline**

NOFA release	March 21, 2019
Application due date	June 28, 2019
Award announcements	August / September 2019
Standard agreements mailed	October / November 2019

**C. Authorizing legislation**

SB 850 enacted the CESH program (Chapter 48, Section 4, Statutes of 2018). The program operates under the requirements of HSC, Part 2 of Division 31 Chapter 2.8, commencing with Section 50490 and including Sections 50490.1, 50490.2, 50490.3, 50490.4, and 50490.5.

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<sup>1</sup> All further statutory references are to the Health and Safety Code unless otherwise indicated.

Section 50490.1, subdivision (b) gives HCD the right to carry out the CESH program through the issuance of one or more NOFAs not subject to the rulemaking provisions of the Administrative Procedure Act.

This NOFA governs the administration of funding from the Fund (created by Section 50470, subdivision (a)(1)) appropriated by item 2240-101-3317 in the Budget Act of 2018) and made available under the CESH program.

Capitalized terms not otherwise defined in this NOFA shall have the meanings set forth in Section 50490.

## II. Program requirements

### A. Eligible applicants

To be eligible, an applicant must:

- 1) Be an AE, as defined below; and
- 2) Provide documentation in the application that the applicant is designated by the CoC to administer CESH program funds.

An AE is one of the following:

- 1) A unit of general-purpose local government.
- 2) A nonprofit organization that has previously administered U.S. Department of Housing and Urban Development (HUD) CoC funds as the collaborative application per 24 Code of Federal Regulations (CFR) part 578.3; or
- 3) A unified funding agency as defined in 24 CFR part 578.3. (Section 50490, subdivision (a)(1)-(3)).

### B. Eligible activities

Allocated funds must be used to carry out one or more of the eligible activities identified in Section 50490.4, subdivision (a) and described below, within the relevant CoC service area.

- 1) **Rental assistance, housing relocation, and stabilization services** to ensure housing affordability to individuals experiencing homelessness or who are at risk of homelessness. Rental assistance provided pursuant to this paragraph shall not exceed 48 months for each assisted household, and rent payments shall not exceed two times the current HUD fair market rent for the local area, as determined pursuant to 24 CFR part 888.
- 2) **Operating subsidies** in the form of 15-year capitalized operating reserves for new and existing affordable permanent housing units for homeless individuals and/or families.
- 3) **Flexible housing subsidy funds** for local programs that establish or support the provision of rental subsidies in permanent housing to assist homeless individuals and families. Funds used for purposes of this paragraph may support rental

assistance, bridge subsidies to property owners waiting for approval from another permanent rental subsidy source, vacancy payments, or project-based rent or operating reserves.

Rental assistance provided from flexible housing subsidy funds shall not exceed 48 months for each assisted household, and rent payments shall not exceed two times the current HUD fair market rent for the local area, as determined pursuant to 24 CFR Part 888. Operating subsidies from flexible housing subsidy funds shall be in the form of 15-year capitalized operating reserves for new or existing affordable permanent housing units for homeless individuals and/or families.

- 4) **Operating support for emergency housing interventions**, including, but not limited to, the following:
  - a) Navigation centers that provide temporary room and board, and case managers who work to connect homeless individuals and families to income, public benefits, health services, permanent housing, or other shelter.
  - b) Street outreach services to connect unsheltered homeless individuals and families to temporary or permanent housing.
  - c) Shelter diversion, including, but not limited to, homelessness prevention activities such as those described in 24 CFR Part 576.103, and other necessary service integration activities such as those described in 24 CFR Part 576.105, to connect individuals and families to alternate housing arrangements, services, and financial assistance.

An AE shall not use more than 40 percent of any funds allocated in a fiscal year for operating support for emergency housing interventions.

- 5) **Systems support** for activities necessary to maintain a comprehensive homeless services and housing delivery system, including Coordinated Entry System (CES) data, and Homeless Management Information System (HMIS) reporting, and homelessness planning activities. This activity could include training and data collection activities, as well as activities to expand CES access to populations with special needs, such as homeless youth, provided that such activities are necessary to maintain a comprehensive homelessness services and housing delivery system.
- 6) Develop or update a **CES**, if the CoC does not have a system in place that meets the applicable HUD requirements, as set forth in Section II.E.3.b of this NOFA. Eligible CES costs do not include capital development activities, including, but not limited to, real property acquisition, construction, or rehabilitation activities.
- 7) Development of a **plan** addressing actions to be taken within the CoC service area if no such plan exists. If an applicant requests funding to develop a plan, the applicant shall submit the developed plan to HCD prior to the expiration of the contract executed with HCD.

NOTE: Except in the case of a program or project specifically targeting homelessness prevention activities as a part of shelter diversion activities, as described in Section II.B.4.c of this NOFA, an AE that is allocated CESH program funds shall prioritize assistance to homeless individuals and families over assistance to individuals and families at risk of homelessness.

An AE may contract with a subrecipient if the AE determines that the subrecipient is qualified to carry out the eligible activities with the allocated funds. Subrecipients shall include a unit of local government, a private non-profit, or a for-profit organization. To meet the experience requirements of Section II.E.2.b, an AE may contract with an administrative partner within the CoC service area, including a unit of local government, a private non-profit, or a for-profit organization that has experience administering an activity for which the AE is applying.

#### C. Funding activity limits

An AE is eligible for a funding amount within the funding activity limits. The funding activity limits are listed in Appendix A and determined by a formula pursuant to Section 50490.2, subdivision (a). This formula includes the following components:

- 1) 2017 Point-in-Time count.
- 2) Number of extremely low-income households in rental housing that pay more than 50 percent of household income on rent.
- 3) Percentage of households below the federal poverty line.

The AE will be responsible for setting any minimum and maximum grant amounts, since they will be evaluating subrecipient applications and managing those contracts.

An AE shall not use more than 40 percent of any funds allocated in a fiscal year for operating support for emergency housing interventions as described in Section II.B.4 [Section 50490.4, subdivision (f)].

In addition, if the CoC does not have a functioning CES and HMIS that meet the applicable HUD requirements as set forth in Section II.E.3. of this NOFA, a minimum of 20 percent of the allocation to the CoC service area will be used to implement or update its systems to comply with such requirements [Section 50490.3, subdivision (a)(3)(B)].

There is no matching contribution requirement for activities funded with CESH program funds. However, CESH program funds may be used for the one-to-one match of federal ESG funds as long as they are for the same approved activity.

#### D. Program administrative and activity costs

The AE within a CoC service area that receives an allocation for a CoC service area shall not use more than 5 percent of that allocation for administrative costs related to the planning and execution of eligible activities.

For purposes of this subdivision, staff and overhead costs directly related to carrying out the eligible activities described in Section II.B are "activity costs", and not subject to the cap on "administrative costs." An AE may share any funds available for administrative costs with subrecipients [Section 50490.2, subdivision (b)] or administrative partners [Section 50490.3, subdivision (a)], but are not required to share funds available for administrative costs.

E. Application requirements

An application submitted in response to this NOFA shall meet the minimum requirements listed below [Section 50490.3]. An application must:

- 1) Request an allocation listed in Appendix A to carry out one or more of the eligible activities described in Section II.B. Any activities must be carried out within the relevant CoC service area.
- 2) Document that the applicant is an AE designated in writing by the CoC to administer CESH program funds and meets one of the following criteria:
  - a) Prior experience administering the eligible activities described in the application, or
  - b) Partnered with one or more local governments or other entities within the relevant CoC service area that have the necessary prior experience to administer the requested funds.
- 3a) Document that a minimum of 20 percent of the allocated funds will be used to implement or update its systems to comply with the applicable HUD requirements (CPD Notice 17-01).

—Or—

- 3b) Include documentation certifying in the application that the CoC service area has systems that meet the following HUD requirements:

*CES* - The required aspects of coordinated entry from the following documents as identified in the HUD Coordinated Entry Process Self-Assessment:

- HUD Notice CPD-17-01
- HUD Notice CPD-16-11
- Coordinated Entry Policy Brief (2015)
- 24 CFR 578.7(a)(8)
- 24 CFR 576.400(d)
- 24 CFR 5.105(a)(2) and 5.106(b)

*Homeless Management Information System (HMIS)* – The required aspects from CFR:

- 24 CFR 576
- 24 CFR 578.3

- 4) Describe or provide documentation of the local program or project selection process anticipated to be used to allocate available funds to subrecipients qualified to carry out the eligible activities. The applicant's proposed program or project selection process shall meet the following criteria:
  - a) Be performed in collaboration with the CoC.
  - b) Avoid conflicts of interest in program or project selection.
  - c) Be easily accessible to the public.

The local program or project selection (subrecipient) process is not required to be completed before HCD issues an award letter. However, the AE must issue award letters to any subrecipients within 12 months of the date of an award letter from HCD.

- 5) Identify anticipated estimated amounts to be used for the specific eligible activities described in the application.
- 6) Identify numerical goals and performance measures established by the applicant, in collaboration with the relevant CoC, to be used to evaluate success in implementing eligible activities described in the application for the 5-year term of the agreement with HCD. If using funds for activities other than system wide, or for administrative capacity building, such as improving CES functionality, goals must be greater than zero.
- 7) Evaluate the following project or system performance measures based on HMIS data from the CoC service area:
  - a) Number of homeless persons served.
  - b) Number of unsheltered homeless persons served.
  - c) Average length of time spent as homeless before entry into the program or project.
  - d) Number of homeless persons exiting the program or project to permanent housing.
  - e) Number of persons that return to homelessness after exiting the program or project.
  - f) Number of persons at risk of homelessness served.
- 8) Include the most current plan addressing actions to be taken within the CoC service area to address homelessness *or* requesting funding to develop a plan pursuant to Section II.B.7. If an AE has a current homelessness plan in draft form, and has secured funding for the completion of the plan, the AE may include that draft plan and evidence of funding commitments secured as part of the application, instead of requesting funding to develop a plan pursuant to Section II.B.7.

NOTE: A shelter crisis declaration on the part of an AE or subrecipient is not required as a condition of award.

#### F. Reporting requirements

An AE that receives funds pursuant to this NOFA must submit a completed annual report each year by July 31 for the term of the contract with HCD that reports all activities from the previous fiscal year (7/1 – 6/30) on a form issued by HCD.

The first report will be due on July 31, 2020 and will report all activities from the date of initial fund disbursement through June 30, 2019, in addition to reporting all activities from the 7/1/19 – 6/30/20 fiscal year.

Each AE will, at a minimum, report:

- 1) The AE's program or project selection process performed in collaboration with the CoC.
- 2) Amounts awarded to subrecipients, with the activity(ies) identified.
- 3) Projected performance measures.
- 4) Contract expenditures.
- 5) Expenditures and activities of any subrecipients for each year of the term of the contract with HCD until all funds awarded to a subrecipient have been expended.
- 6) Any program income received, such as interest earned from the CESH fund.
- 7) Progress on the following performance measures, and others established by the applicant, and described in the application to evaluate success implementing eligible activities:
  - a. The number of homeless persons served.
  - b. The number of unsheltered homeless persons served, and the average length of time spent as homeless before entry into the program or project.
  - c. The number of homeless persons exiting the program or project to permanent housing.
  - d. The number of persons that return to homelessness after exiting the program or project.
  - e. The number of persons at risk of homelessness served.

HCD may request additional information, as needed, to meet other applicable reporting or audit requirements.

#### G. Additional requirements

An AE or subrecipient must provide all eligible activities in a manner consistent with the Housing First practices described in California Code of Regulations, Title 25, Section 8409, subdivision (b)(1)-(6). An AE or subrecipient allocated funds for eligible activities that provide permanent housing (as defined in Section 50490(k)) shall incorporate the core components of Housing First, as provided in Section 8255, subdivision (b) of the Welfare and Institutions Code. Housing First is an

evidence-based model that uses housing as a tool, rather than a reward, for recovery and that centers on providing or connecting homeless people to permanent housing as quickly as possible. Under the Housing First model, services offered are as needed and requested on a voluntary basis, and do not make housing contingent on participation in services.

An AE that is allocated funding under the CESH program for a program or project that is an eligible activity shall utilize a CES that meets the requirements of 24 CFR part 576.400(d) or 24 CFR part 578.7(a)(8) and related HUD requirements (unless otherwise exempted by federal rules). If an AE does not meet said requirements, it must document in the application that 20 percent of the allocation to the CoC service area will be dedicated to implement or update its systems to comply with the applicable requirements.

HCD will distribute funds allocated to an AE pursuant to this NOFA by executing a contract with that AE that shall be for a term of five years per Section 50490.5(a). The contract term will commence on the date of execution. The AE may request a disbursement of up to 40 percent of total awarded contract funds at one time. After initial disbursement, the AE must demonstrate, prior to each subsequent disbursement request, using forms provided by HCD, that at least 80 percent of funds previously disbursed have been expended by the AE or otherwise awarded to eligible subrecipients. Administrative costs shall not exceed 5 percent of each disbursement.

An AE that receives funds under the CESH program is responsible for ensuring that the expenditure of those funds is consistent with the requirements of the CESH program and for the eligible activities described in Section II.B. The AE shall monitor the activities and expenditures of any subrecipients annually, at a minimum, to ensure that those activities and expenditures comply with this NOFA and Health and Safety Code, Part 2 of Division 31 Chapter 2.8, (commencing with Section 50490). The deadline for expenditures under the contract is 90 calendar days prior to the expiration of the contract.

Any income received from funded activities by an AE or subrecipient (program income) must be reported in the annual report form described in Section II.F, and expended consistent with the requirements of the CESH program for the eligible activities described in Section II.B.

HCD may monitor the expenditures and activities of the AE as HCD deems necessary to ensure compliance with program requirements, and request the repayment of funds from an AE, or pursue any other remedies available to it by law, for failure to comply with program requirements. Any funds not expended for eligible activities described in Section II.B prior to the expenditure deadline under the contract shall revert and must be remitted to HCD.

### III. Application submission and review procedures

Applications must be submitted on the Excel forms provided by HCD. Do not modify the application forms. Applications that do not meet the filing deadline will not be eligible for funding. The CESH program application forms are available to download at HCD's website.

#### A. Application submission process

Applications must be received by 5:00 p.m. Pacific Standard Time on Friday, June 28, 2019. To be eligible, an applicant must submit a complete, signed original application and an electronic copy on CD or USB flash drive.

HCD will only accept applications through a postal carrier service that provides date stamp verification confirming delivery to HCD's office, such as the U.S. Postal Service, UPS, FedEx, or other carrier services. Please contact HCD if delivery is not completed by fault of the carrier service. No facsimiles, late applications, incomplete applications, application revisions, electronically submitted, or walk-in application packages will be accepted.

The delivery address is:

California Department of Housing and Community Development  
Division of Financial Assistance, NOFA Section  
California Emergency Solutions and Housing Program  
2020 West El Camino Ave, Suite 500  
Sacramento, CA 95833

Applications that do not meet the filing deadline requirements will not be eligible for funding.

The application forms are available on HCD's website (<http://www.hcd.ca.gov/grants-funding/active-funding/cesh.shtml>). It is the applicant's responsibility to ensure that the application is clear, complete, and accurate. After the application deadline, HCD staff may request clarifying information and/or inquire as to where in the application specific information is located. However, missing and/or forgotten application information or documentation may cause the application not to pass threshold. Those applicants that are notified they did not pass threshold will have the opportunity to appeal. See Section IV below: No applicant may appeal HCD's evaluation of another applicant's application.

#### B. Application webinar

HCD will conduct an application webinar on March 26, 2019.

Please sign up at the following link for webinar sign-up instructions:  
<http://www.hcd.ca.gov/grants-funding/active-funding/cesh.shtml>

## IV. Appeals

### A. Basis of appeals

1. Upon receipt of HCD's notice that an application has been determined to be incomplete or failed threshold, applicants may appeal such decision(s) to HCD pursuant to this Section.
2. No applicant shall have the right to appeal a decision of HCD relating to another applicant's eligibility, award, denial of award, or any other matter related thereto.
3. Prior program NOFAs. The appeal process provided herein applies solely to decisions of HCD made in this program NOFA and does not apply to any decisions made with respect to any previously issued NOFAs or decisions to be made pursuant to future program NOFAs.

### B. Appeal process and deadlines.

1. Process. In order to file an appeal, by the deadline set forth in Section 2, below, an applicant must submit a written appeal to HCD which states all relevant facts, arguments, and evidence upon which the appeal is based. Furthermore, the applicant must provide a detailed reference to the area or areas of the application that provide clarification and substantiation for the basis of the appeal. No new or additional information will be accepted if this information would result in an advantage to an applicant. Once the written appeal is submitted to HCD, no further information or materials will be accepted or considered thereafter. Appeals are to be submitted to HCD either via email at [CESHNOFA@hcd.ca.gov](mailto:CESHNOFA@hcd.ca.gov) or at the following address:

California Department of Housing and Community Development  
Attn: CESH Program Staff Appeals  
2020 W. El Camino Avenue, Suite 570  
Sacramento, California 95833

HCD will accept appeals through a carrier service that provides date stamp verification of delivery, such as the U.S. Postal Service, UPS, FedEx, or other carrier services. Deliveries must be received during HCD weekday (non-state holiday) business hours of 9:00 a.m. to 5:00 p.m. Pacific Standard Time. Emails to the email address listed above will be accepted as long as the email time stamp is prior to the appeal deadline.

2. Filing Deadline. Appeals must be received by HCD no later than (5) five business days from the date of HCD's award letters representing HCD's decision made in response to the application.

### C. Decision

Any request to amend HCD's decision shall be reviewed for compliance with the March 21, 2019 NOFA and Application for Funding, and any subsequent clarifying

documents, such as the program's responses to "Frequently Asked Questions." It is HCD's intent to render its decision in writing within fifteen (15) business days of receipt of the applicant's written appeal. All decisions rendered shall be final, binding, and conclusive, and shall constitute the final action of HCD with respect to the appeal.

D. Effectiveness

In the event the statute, regulation, and/or guidelines governing this program contain an existing process for appealing decisions of HCD with respect to NOFA awards made under such programs, then this Section shall be inapplicable, and all appeals shall be governed by such existing authority.

E. Award announcements and contracts

HCD anticipates issuing award letters in August / September 2019. HCD will issue all award letters after final approval from the Internal Loan Committee (ILC).

V. Other terms and conditions

A. Right to modify or suspend

HCD reserves the right, at its sole discretion, to suspend, amend, or modify the provisions of this NOFA at any time, including, without limitation, the amount of funds available hereunder. If such an action occurs, HCD will notify all interested parties via listserv and will post the revisions to the HCD website. Please be sure and subscribe at the listserv link.

B. Disclosure of application

Information provided in the application will become a public record available for review by the public, pursuant to the California Public Records Act (Chapter 1473, Statutes of 1968). As such, any materials provided will be disclosed to any person making a request under this Act. HCD cautions applicants to use discretion in providing information not specifically requested, including, but not limited to, bank account numbers, personal phone numbers, and home addresses. By providing this information to HCD, the applicant is waiving any claim of confidentiality and consents to the disclosure of submitted material upon request.

C. Conflicts

In the event of any conflict between the terms of this NOFA and either applicable state or federal law or regulation, the terms of the applicable state or federal law or regulation shall control.

**APPENDICES**  
**Appendix A: CESH Program Formula Allocation**

	<b>CoC Number</b>	<b>CoC Name</b>	<b>2019 CESH Formula Allocations</b>	<b>Allowable Grant Admin.</b>	<b>2019 CESH Funding Net Admin</b>
1	CA-526	Amador, Calaveras, Tuolumne and Mariposa Counties CoC	\$ 317,559	\$ 15,878	\$ 301,681
2	CA-604	Bakersfield/Kern County CoC	\$ 680,445	\$ 34,022	\$ 646,423
3	CA-519	Chico/Paradise/Butte County CoC	\$ 565,151	\$ 28,258	\$ 536,893
4	CA-523	Colusa, Glenn, Trinity Counties CoC	\$ 422,005	\$ 21,100	\$ 400,905
5	CA-512	Daly/San Mateo County CoC	\$ 352,870	\$ 17,644	\$ 335,227
6	CA-521	Davis/Woodland/Yolo County CoC	\$ 505,861	\$ 25,293	\$ 480,568
7	CA-525	El Dorado County CoC	\$ 277,237	\$ 13,862	\$ 263,375
8	CA-514	Fresno/Madera County CoC	\$ 879,281	\$ 43,964	\$ 835,317
9	CA-612	Glendale CoC	\$ 443,253	\$ 22,163	\$ 421,090
10	CA-522	Humboldt County CoC	\$ 532,759	\$ 26,638	\$ 506,121
11	CA-613	Imperial County CoC	\$ 627,522	\$ 31,376	\$ 596,146
12	CA-530	Inyo, Mono, Alpine Counties CoC	\$ 245,386	\$ 12,269	\$ 233,117
13	CA-529	Lake County CoC	\$ 560,227	\$ 28,011	\$ 532,216
14	CA-606	Long Beach CoC	\$ 692,858	\$ 34,643	\$ 658,215
15	CA-600	Los Angeles City & County CoC	\$ 5,627,034	\$ 281,352	\$ 5,345,682
16	CA-507	Marin County CoC	\$ 289,700	\$ 14,485	\$ 275,215
17	CA-509	Mendocino County CoC	\$ 494,582	\$ 24,729	\$ 469,853
18	CA-520	Merced City & County CoC	\$ 592,233	\$ 29,612	\$ 562,621
19	CA-517	Napa City & County CoC	\$ 217,519	\$ 10,876	\$ 206,643
20	CA-502	Oakland/Alameda County CoC	\$ 911,814	\$ 45,591	\$ 866,223
21	CA-611	Oxnard/San Buenaventura/Ventura County CoC	\$ 407,090	\$ 20,355	\$ 386,736
22	CA-607	Pasadena CoC	\$ 419,594	\$ 20,980	\$ 398,614
23	CA-516	Redding/Shasta, Siskiyou, Lassen, Plumas, Del Norte, Modoc, Sierra Counties CoC	\$ 513,096	\$ 25,655	\$ 487,441
24	CA-505	Richmond/Contra Costa County CoC	\$ 519,385	\$ 25,969	\$ 493,416
25	CA-608	Riverside City & County CoC	\$ 747,716	\$ 37,386	\$ 710,330
26	CA-515	Roseville/Rocklin/Placer, Nevada Counties CoC	\$ 309,975	\$ 15,499	\$ 294,476
27	CA-503	Sacramento City & County CoC	\$ 906,731	\$ 45,337	\$ 861,394
28	CA-506	Salinas/Monterey, San Benito Counties CoC	\$ 562,276	\$ 28,114	\$ 534,162
29	CA-609	San Bernardino City & County CoC	\$ 835,711	\$ 41,786	\$ 793,925
30	CA-601	San Diego City and County CoC	\$ 1,402,727	\$ 70,136	\$ 1,332,591
31	CA-501	San Francisco CoC	\$ 908,209	\$ 45,410	\$ 862,799
32	CA-500	San Jose/Santa Clara City & County CoC	\$ 920,822	\$ 46,041	\$ 874,781
33	CA-614	San Luis Obispo County CoC	\$ 412,861	\$ 20,643	\$ 392,218
34	CA-602	Santa Ana/Anaheim/Orange County CoC	\$ 1,116,463	\$ 55,823	\$ 1,060,640
35	CA-603	Santa Maria/Santa Barbara County CoC	\$ 508,590	\$ 25,430	\$ 483,161
36	CA-504	Santa Rosa/Petaluma/Sonoma County CoC	\$ 481,432	\$ 24,072	\$ 457,360
37	CA-511	Stockton/San Joaquin County CoC	\$ 584,404	\$ 29,220	\$ 555,184
38	CA-527	Tehama County CoC	\$ 484,535	\$ 24,227	\$ 460,308
39	CA-510	Turlock/Modesto/Stanislaus County CoC	\$ 550,549	\$ 27,527	\$ 523,022
40	CA-518	Vallejo/Solano County CoC	\$ 389,467	\$ 19,473	\$ 369,994
41	CA-513	Visalia, Kings, Tulare Counties CoC	\$ 708,370	\$ 35,419	\$ 672,952
42	CA-508	Watsonville/Santa Cruz City & County CoC	\$ 511,143	\$ 25,557	\$ 485,586
43	CA-524	Yuba City & County/Sutter County CoC	\$ 458,724	\$ 22,936	\$ 435,788
<b>Total</b>			<b>\$ 29,895,166</b>	<b>\$ 1,494,758</b>	<b>\$ 28,400,408</b>

## Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>San Francisco Department of Homelessness and Supportive Housing</b>	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input checked="" type="checkbox"/> Other (see instructions) ▶ <b>San Francisco Dept. of Homelessness and Supportive Housing</b>	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
5 Address (number, street, and apt. or suite no.) See instructions. <b>PO Box 427400</b>	Requester's name and address (optional)
6 City, state, and ZIP code <b>San Francisco, CA 94142</b>	
7 List account number(s) here (optional)	

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
9	4	-	6	0	0	0	4	1	7

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶ <b>9/26/2018</b>
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### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

# California Emergency Solutions and Housing (CESH) Program

## 2019 NOTICE OF FUNDING AVAILABILITY APPLICATION



**State of California  
Governor Gavin Newsom**

**Alexis Podesta, Secretary  
Business, Consumer Services and Housing Agency**

**Ben Metcalf, Director  
Department of Housing and Community Development**

**NOFA Section, CESH Program  
2020 West El Camino Avenue, Suite 650, Sacramento, CA 95833  
CESH Program Email: [CESH@hcd.ca.gov](mailto:CESH@hcd.ca.gov)**

**Final Filing Date: May 6, 2019 at 5:00 p.m.**

**Overview - Applicant Information**

Rev. 3/12/19

**Instructions**

This application is subject to the California Emergency Solutions and Housing (CESH) program requirements of Health and Safety Code (HSC) Part 2 of Division 31 Chapter 2.8, commencing with §50490 and including §50490.1, 50490.2, 50490.3, 50490.4, and 50490.5, and the 2019 CESH Notice of Funding Availability (NOFA).

A. Download and review the 2019 NOFA for the CESH Program SB 850 (Chapter 48, Statutes of 2018)

B. **Application Submittal:** Submit one original (hard copy) application with wet, original signatures in a 3-ring binder with pockets, and one USB flash drive that includes a copy of the application with signatures with all files uploaded. Applications must be uploaded to the USB flash drive in Excel format. Applicants are required to submit the Application Forms in this Excel Workbook as instructed on each form.

C. Application forms for the CESH Program are available at <http://www.hcd.ca.gov/grants-funding/active-funding/cesh.shtml>

D. All application forms must be postmarked or received no later than **5 p.m. PST on May 6, 2019**. Application forms not submitted by the deadline will result in a denial of funds to your CoC Service Area. AEs are responsible for ensuring that all required materials are submitted by the deadline as set forth in the NOFA Section I(B).

**General Application Requirements §50490.3**

**Administrative Entity (Applicant)**

Name: San Francisco Department of Homelessness and Supportive Housing

Applicant Type: Unit of general purpose local government.

Address: P.O. BOX 427400

City: San Francisco State: CA Zip: 94142-7400 County: San Francisco

Federal Tax ID Number (FEIN): 94-6000417 Data Universal Numbering System (DUNS): 155440829

**Authorized Representative (Per Board Resolution)**

Name: Kerry Abbott Title: Deputy Director of Prog Email Address: kerry.abbott@sfgov.org Phone: 415-355-5356

Address: P.O. BOX 427400 City: San Francisco State: CA Zip: 94112-7400

**Applicant Contact Information (If different from Authorized Representative)**

Name: Title: City: State: Zip:

Address: City: State: Zip:

Phone: Ext: Fax: Email:

**Administrative Fiscal Representative (i.e., CFO, Accountant/Bookkeeper)**

Name: Thomas Chen Title: Budget and Finance Mgr Email Address: thomas.chen@sfgov.org Phone: 415-355-5213

Address: P.O. BOX 427400 City: San Francisco State: CA Zip: 94112-7400

**Continuum of Care (CoC)**

CoC Service Area: San Francisco CoC

CoC Rep: Co-Chair

Name: Del Title: Seymour Email Address: tlwalkingtours@gmail.com Phone: 415-574-1641

Address: P.O. BOX 427400 City: San Francisco State: CA Zip: 94112-7400

<b>File Name:</b> Administrative Entity (AE) Certification from	Attach certification from the CoC documenting that the AE has been designated by the CoC to administer CESH funds per §50490(a)	Attached and uploaded?	Yes
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Application requests an allocation in order to carry out one or more eligible activity within the CoC service area §50490.3(a)(1)? (See Estimated Budget and Goals Worksheet)	Yes
---	-----

Applicant has prior experience administering the eligible activities described in the application or has partnered with one or more local governments or other entities with in the relevant CoC service area that have the necessary prior experience to administer the requested funds §50490.3(a)(2)(A&B)? (See Estimated Budget and Goals Worksheet)	Yes
--	-----

Does CoC service area have a functioning CES and HMIS that meet the applicable HUD requirements, as set forth in the NOFA Section II(e)(3) per §50490.3(a)(3)(A)?	Yes
---	-----

<b>File Name:</b> HUD Coordinated Entry Process Self-Assessment	Attach HUD Coordinated Entry Process Self-Assessment documenting that CES meets at a minimum the required aspects of coordinated entry found here: <a href="https://www.hudexchange.info/resources/documents/coordinated-entry-self-assessment.pdf">https://www.hudexchange.info/resources/documents/coordinated-entry-self-assessment.pdf</a>	Attached and uploaded?	Yes
---	--	------------------------	-----

If self-assessment is not attached, application documents that a minimum of 20 percent of the allocation to the CoC service area will be used to implement or update its systems to comply with the applicable HUD requirements §50490.3(a)(3)(B)? (See Estimated Budget and Goals Worksheet)

Did you set aside 20% or more of your budget from 2018 CESH Round 1 to implement systems to comply with the applicable HUD requirements §50490.3(a)(3)(B)?	No
--	----

<b>File Name:</b> Local Program or Project Selection Process Documentation	Attach documentation, if available, demonstrating that local program or project selection process anticipated to be used to allocate available funds to subrecipients qualified to carry out the eligible activities is consistent with §50490.3(a)(4)	Attached and uploaded?	Yes
--	--	------------------------	-----

Enter the page number(s) in the provided Selection Process Documentation that demonstrates how the program or project avoids conflicts of interest:	Enter the page number(s) in the provided Selection Process Documentation that demonstrates how the program or project a is easily accessible to the public:
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**If local program or project selection process documentation is not attached, describe how the local program or project selection process to allocate available funds to subrecipients is consistent with §50490.3(a)(4): §50490.3(a)(4) The application describes or provides documentation of the local program or project selection process anticipated to be used to allocate available funds to subrecipients qualified to carry out the eligible activities. In order to satisfy the requirements of this subdivision, the applicant's proposed program or project selection process shall avoid conflicts of interest in program or project selection and shall be easily accessible to the public.**

Current Plan Addressing Actions to be Taken with in the Continuum of Care Service Area §50490.3(b)?

<b>File Name:</b> Current Homelessness Plan	If yes, attach the most current plan addressing actions to be taken within the Continuum of Care service area to address homelessness §50490.3(b)	Attached and uploaded?	Yes
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If not, funding requested to develop a homelessness plan §50490.3(b)? (See Estimated Budget and Goals Worksheet)

**Other Documents**

<b>File Name:</b> STD-204	Applicants that are not a government agency must submit a Payee Data Record (STD-204)	Attached and uploaded?	
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<b>File Name:</b> Government TIN Form	Applicants that are a government agency must submit a Government TIN Form	Attached and uploaded?	Yes
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File Name:	Resolution	Resolutions (Refer to Resolution Instructions and Sample Resolution on CESH Program website)	Attached and uploaded?	
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**Certifications**

On behalf of the entity identified below, I certify that: The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct and I possess the legal authority to submit this application on behalf of the entity identified in the signature block.

Kerry Abbott		Deputy Director for Programs			
Authorized Representative Printed Name			Title		Signature
Entity name:	San Francisco Department of Homelessness and S		Phone Number:	415-355-5356	
Entity Address	P.O. BOX 427400	City	San Francisco	State	CA
				Zip	94142-7400

**Legislative and Congressional Information**

Provide the Legislative and Congressional information for the applicant and each activity location, (if different than applicant location), included in this application.

To locate or verify the Legislative and Congressional information, click on the respective links below and enter the applicant office location zip code, the activity location site zip code(s) (i.e. zip code(s) where activities are performed), and any additional activity location site(s), as applicable.

[State Legislator](#)

[U.S. House of Representatives](#)

**Applicant Office Location**

	District #	First Name	Last Name
State Assembly Member	17	David	Chiu
State Senate Member	11	Scott	Wiener
U.S. House of Representatives	12	Nancy	Pelosi
<b>Activity Location 1 (if different from applicant location)</b>			
	District #	First Name	Last Name
State Assembly Member	17	David	Chiu
State Senate Member			
U.S. House of Representatives			
<b>Activity Location 2 (if different from applicant location)</b>			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
<b>Activity Location 3 (if different from applicant location)</b>			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
<b>Activity Location 4 (if different from applicant location)</b>			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
<b>Activity Location 5 (if different from applicant location)</b>			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
<b>Activity Location 6 (if different from applicant location)</b>			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
<b>Activity Location 7 (if different from applicant location)</b>			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
<b>Activity Location 8 (if different from applicant location)</b>			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
<b>Activity Location 9 (if different from applicant location)</b>			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
<b>Activity Location 10 (if different from applicant location)</b>			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
<b>Activity Location 11 (if different from applicant location)</b>			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
<b>Activity Location 12 (if different from applicant location)</b>			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
<b>Activity Location 13 (if different from applicant location)</b>			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			

Activity Location 14 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			
Activity Location 15 (if different from applicant location)			
	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			

Estimated Budget and Goals §50490.3(a)(5)				CoC Service Area Allocation requested §50490.2:				\$908,209								
Activity #1 Rental assistance, housing relocation & stabilization services to ensure housing affordability to individuals experiencing homelessness or who are at risk of homelessness.				Projected administrative costs §50490.2(b):				\$45,410								
Activity #2 Operating subsidies in the form of 15-year capitalized operating reserves for new and existing affordable permanent housing units for homeless individuals and/or families.				Instructions: Complete the following chart by listing the anticipated estimated amounts to be used for the specific eligible activities the AE and/or local partner will carry out with the allocation requested above. Describe each activity and the experience the AE or local partner has administering it. Identify numerical goals and performance measures to be used to evaluate success in implementing each eligible activity. Certify that each activity will be administered consistent with Housing First as described in §II.G of the NOFA.												
Activity #3 Flexible housing subsidy funds for local programs that establish or support the provision of rental subsidies in permanent housing to assist homeless individuals & families.																
Activity #4 Operating support for emergency housing interventions including but not limited to: navigation centers, street outreach, and shelter diversion.																
Activity #5 Systems support for activities necessary to maintain a comprehensive homeless services and housing delivery system, including Coordinated Entry System (CES) data, and Homeless Management Information System (HMIS) reporting, and homelessness planning activities.																
Activity #6a Develop or update a CES, if the CoC does not have a system in place that meets the applicable HUD requirements, as set forth in Section II.E.3.A of the NOFA.																
Activity #6b Development of a plan addressing actions to be taken within the CoC service area if no such plan exists.																
Eligible Activities §50490.4(a)		Prior Experience §50490.3(a)(2)(A&B)		Projected Performance Measures §50490.3(a)(5)						Housing First						
Activity	Estimated amount for eligible activity	Activity as a % of Allocation amount requested	Describe Activity and prior AE experience administering Activity	(A) Number of homeless persons served	(B) Number of homeless persons considered for services	(C) Average length of time (DAYS) spent as homeless before entry into program or project	(D) Number of homeless persons exiting the program or project into permanent housing	(E) Number of persons that return to homelessness after exiting the program or project	Other applicant identified performance measure #1	Numerical goal (#)	Other applicant identified performance measure #2	Numerical goal (#)	Other applicant identified performance measure #3	Numerical goal (#)	AE or subrecipient will administer activity consistent with	
Activity #1	\$862,799	95.0%	Support services funds for housing stabilization, including operating support, staffing, rental assistance, and unit acquisition for individuals experiencing homelessness. HSH currently oversees the support services contracts for the CoC.	N/A	100	50	3	87	13	Number of individuals who stay in housing for at least one year	78	100% of people issued a lease violation will receive additional outreach and stabilization support	26	100% of individuals will receive a housing action plan	100	Yes
<b>Total:</b>																

**CoC Certification of AE Designation to Administer Funds**

By signing below, the CoC Representative certifies  
CoC to administer 2019 CESH funds.

San Francisco Department of Homelessness and Supportive Housing

is designated by the

**Certification of AE Designation to Administer Funds**

Del Seymore  
Printed Name of CoC Authorized Representative

Co-Chair  
Title

CoC Authorized Representative Signature

Date

1. This Agreement is entered into between the State Agency and the Contractor named below:  
 STATE AGENCY'S NAME  
**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**  
 CONTRACTOR'S NAME  
**CONTRACTOR'S NAME**
2. The term of this Agreement is: See paragraph 5 in Exhibit A, attached hereto.
3. The Maximum amount of \$ AMOUNT  
 this Agreement is:
4. The parties mutually agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the agreement:

- Exhibit A - Agreement 2 Pages
- Exhibit B - General Terms and Conditions 5 Pages
- Exhibit C - Conditional Commitment Letter 1 Page (Incorporated by reference)

**Total Number of Pages 8 Pages**

**IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.**

<b>CONTRACTOR</b>	<b>CALIFORNIA Department of General Services Use Only</b>
CONTRACTOR'S NAME <i>(If other than an individual, state whether a corporation, partnership, etc.)</i>	
Contractor's Name	
BY <i>(Authorized Signature)</i>	DATE SIGNED <i>(Do not type)</i>
PRINTED NAME AND TITLE OF PERSON SIGNING	
Person Signing/Title	
ADDRESS	
Address	
City, State, Zip	
<b>STATE OF CALIFORNIA</b>	
AGENCY NAME	
Housing & Community Development	
BY <i>(Authorized Signature)</i>	DATE SIGNED <i>(Do not type)</i>
PRINTED NAME AND TITLE OF PERSON SIGNING	
Rick Beard, Manager Budget and Contract Branch	
ADDRESS	
1800 Third Street, Suite 350	
Sacramento, CA 95814	
<input type="checkbox"/> Exempt	

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF FINANCIAL ASSISTANCE**

2020 W. El Camino Avenue, Suite 500, Sacramento, CA 95833  
P.O. Box 952054, Sacramento, CA 94252-2054  
(916) 263-2771 / FAX (916) 263-2762  
[www.hcd.ca.gov](http://www.hcd.ca.gov)



April 8, 2019

**MEMORANDUM FOR:** ALL POTENTIAL APPLICANTS

**FROM:** Mark Stivers, Acting Deputy Director  
Division of Financial Assistance

**SUBJECT:** NOTICE OF FUNDING AVAILABILITY  
CALIFORNIA EMERGENCY SOLUTIONS AND HOUSING  
PROGRAM Amended

The California Department of Housing and Community Development (HCD) is pleased to announce the availability of approximately \$29 million in the second round of the California Emergency Solutions and Housing (CESH) program funding through this Notice of Funding Availability (NOFA). CESH program funding provides grants to Administrative Entities (AE), designated by a Continuum of Care (CoC) to assist persons who are experiencing or are at risk of homelessness. This NOFA is subject to state requirements and makes funding available statewide.

Applications for CESH program funding are due June 28, 2019 at 5:00 p.m. Pacific Standard Time. Applicants must submit a complete original application and an electronic copy on CD or USB flash drive. Applications will only be accepted through a postal carrier service that provides date stamp verification of delivery such as U.S. Postal Service, UPS, FedEx, or other carrier services. Personal deliveries will not be accepted.

HCD held a webinar workshop on March 26, 2019. The [webinar presentation](#) is now posted to the CESH webpage.

To receive information on the workshop and other updates, please subscribe to the Homelessness Prevention Programs listserv at [http://www.hcd.ca.gov/HCD\\_SSI/subscribe-form.html](http://www.hcd.ca.gov/HCD_SSI/subscribe-form.html).

If you have any questions, please submit them to [CESHNOFA@hcd.ca.gov](mailto:CESHNOFA@hcd.ca.gov).

Attachment



TO: Angela Calvillo, Clerk of the Board of Supervisors  
FROM: Sophia Kittler  
RE: Apply for a Grant from the California Emergency Solutions and Housing Program.  
DATE: May 21, 2019

SK

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**Resolution of the City and County of San Francisco Board of Supervisors authorizing the San Francisco Department of Homelessness and Supportive Housing to apply for the California Emergency Solutions and Housing Program from the California Department of Housing and Community.**

Should you have any questions, please contact Sophia Kittler at 415-554-6153.

BY \_\_\_\_\_  
2019 MAY 21 PM 3:13  
BOARD OF SUPERVISORS  
SAN FRANCISCO