

File No. 191109

Committee Item No. 19

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

### COMMITTEE/BOARD OF SUPERVISORS

#### AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date November 13, 2019

Board of Supervisors Meeting

Date \_\_\_\_\_

#### Cmte Board

- Motion
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- 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 November 8, 2019

Completed by: Linda Wong Date \_\_\_\_\_

1 [Accept and Expend Grant - Fiscal Year 2019 Housing Opportunities for Persons with AIDS  
2 Permanent Supportive Housing Renewal - \$1,430,000]

3 **Resolution approving the Fiscal Year 2019 Housing Opportunities for Persons with**  
4 **AIDS (HOPWA) Permanent Supportive Housing Renewal Grant; and authorizing the**  
5 **Mayor, on behalf of the City and County of San Francisco, to accept and expend the**  
6 **City’s Fiscal Year 2019 HOPWA Permanent Supportive Housing Renewal Grant from**  
7 **the U.S. Department of Housing and Urban Development in the amount of \$1,430,000**  
8 **for the period of January 1, 2020, through December 31, 2022.**

9  
10 WHEREAS, The U.S. Department of Housing and Urban Development (HUD), under  
11 the Consolidated Appropriations Act, 2016, P.L. No. 114-113, issued the Procedural Guidance  
12 for Fiscal Year 2019 Housing Opportunities for Persons with AIDS (HOPWA) Permanent  
13 Supportive Housing Renewal application on March 5, 2019; and

14 WHEREAS, The Mayor’s Office of Housing and Community Development (MOHCD)  
15 submitted an application on April 12, 2019, on behalf of the City and County of San Francisco,  
16 to request an allocation of \$1,430,000 in HOPWA Permanent Supportive Housing Renewal  
17 funding for the Second Start Program; and

18 WHEREAS, The City and County of San Francisco was awarded \$1,430,000 in  
19 HOPWA funding for the Second Start Program as evidenced by the Fiscal Year 2019 HOPWA  
20 Permanent Supportive Housing Grant Award dated August 6, 2019, with approved program  
21 and budget details for the term of the grant which begins January 1, 2020 and ends on  
22 December 31, 2022, a copy of which is located in Board File No. 191109; and

23 WHEREAS, The committed leveraging for the term of the three year agreement  
24 includes \$450,000 in HOPWA entitlement funding; and

1           WHEREAS, The proposed grant does not require an Annual Salary Ordinance  
2 amendment; and

3           WHEREAS, The funding agency (HUD) does not allow use of grant on indirect costs;  
4 and

5           WHEREAS, An Environmental Review Record has been prepared by MOHCD and  
6 approved by the Certifying Officer for the Second Start Project with the National  
7 Environmental Policy Act (NEPA) and other applicable statutes and authorities, in particular  
8 those cited in 24 CFR Part 58, Sections 5 and 6, a copy of which is located in Board File No.  
9 191109; and

10           WHEREAS, The Certifying Officer shall follow the provisions of NEPA to confirm and  
11 ensure that all projects funded under the HOPWA Program are in compliance with applicable  
12 federal regulations and requirements; now, therefore, be it

13           RESOLVED, That the Mayor of the City and County of San Francisco is hereby  
14 authorized to accept and expend the City's Fiscal Year 2019 HOPWA Permanent Supportive  
15 Housing Grant from HUD, in accordance with the purposes and goals for the funding as  
16 generally set forth in the Fiscal Year 2019 HOPWA Performance Grant Agreement and the  
17 Expenditure Schedule; and, be it

18           FURTHER RESOLVED, That the Board of Supervisors does hereby approve the  
19 purposes and goals for Fiscal Year 2019 HOPWA Permanent Supportive Housing Grant  
20 funding as set forth in the Expenditure Schedule for recipient agencies and departments; and,  
21 be it

22           FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of  
23 indirect costs in the grant budget; and, be it

24           FURTHER RESOLVED, That the Mayor is hereby authorized to enter into and execute  
25 agreements between the City and County of San Francisco and the various agencies

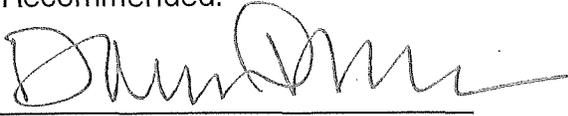
1 consistent with the Fiscal Year 2019 HOPWA Permanent Supportive Housing Grant and the  
2 Expenditure Schedule; and, be it

3       FURTHER RESOLVED, That the Mayor is hereby authorized to submit documentation  
4 and certifications as may be requested or required by HUD, and to take such additional  
5 actions as may be required to apply for, accept and expend the Fiscal Year 2019 HOPWA  
6 Permanent Supportive Housing Grant funds consistent with this Resolution and the goals of  
7 the Fiscal Year 2019 HOPWA Permanent Supportive Housing Grant Program and all  
8 applicable legal requirements, and any such actions are solely intended to further the  
9 purposes of this Resolution, and are subject in all respect to the terms of this Resolution, and  
10 any such action cannot increase the risk to the City, or require the City to expend any  
11 resources, and that the Mayor shall consult with the City Attorney prior to execution and  
12 provided that within 30 days of the agreements approved by this Resolution being executed  
13 by all parties, such final documents (showing marked changes, if any) shall be provided to the  
14 Clerk of the Board, for inclusion in the official file, together with a brief explanation of any  
15 actions from the date of the adoption of this Resolution and, be it

16       FURTHER RESOLVED, That all actions heretofore taken by the officers of the City  
17 with respect to the acceptance or expenditure of, Fiscal Year 2019 HOPWA Permanent  
18 Supportive Housing Grant funds as consistent with the documents herein and this Resolution,  
19 are hereby approved, confirmed and ratified.

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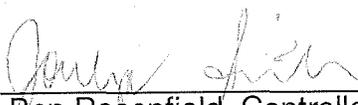
Recommended:



Dan Adams, Acting Director

Approved:

*for*   
London N. Breed, Mayor

*for*   
Ben Rosenfield, Controller

**File Number:** \_\_\_\_\_  
(Provided by Clerk of Board of Supervisors)

**Grant Resolution Information Form**  
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. **Grant Title:** Housing Opportunities for Persons with AIDS Performance Renewal Grant
2. **Department:** Mayor's Office of Housing and Community Development
3. **Contact Person:** Benjamin McCloskey Telephone: 415-701-5575
4. **Grant Approval Status (check one):**  
 Approved by funding agency  Not yet approved
5. **Amount of Grant Funding Approved or Applied for:** \$1,430,000
- 6a. **Matching Funds Required:** None (see item #12)  
b. **Source(s) of matching funds (if applicable):** N/A
- 7a. **Grant Source Agency:** US Department of Housing and Urban Development  
b. **Grant Pass-Through Agency (if applicable):** N/A
8. **Proposed Grant Project Summary:** FY19 HOPWA Performance Grant Agreement attached
9. **Grant Project Schedule, as allowed in approval documents, or as proposed:**  
Start-Date: January 1, 2020 End-Date: December 31, 2022
- 10a. **Amount budgeted for contractual services:** None; attached expenditure schedule details grant to be made to nonprofit agency.  
b. **Will contractual services be put out to bid?** N/A  
c. **If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?** N/A  
d. **Is this likely to be a one-time or ongoing request for contracting out?** N/A
- 11a. **Does the budget include indirect costs?**  Yes  No  
b1. **If yes, how much?** \$  
b2. **How was the amount calculated?**  
c1. **If no, why are indirect costs not included?**  
 Not allowed by granting agency  To maximize use of grant funds on direct services  
 Other (please explain): HUD allows up to 3% of the grant to be used for administrative expenses  
c2. **If no indirect costs are included, what would have been the indirect costs?**

**12. Any other significant grant requirements or comments: CFDA 14.241**

MOHCD will leverage HOPWA entitlement funds of \$150,000 annually for 3 years for a total of \$450,000.

Note: Leverage funds is non-match cash committed to making program fully operational. Leverage funds may be used to support any program related cost. Amount and source of leverage funds are the same as previous HOPWA performance renewal grant.

**\*\*Disability Access Checklist\*\*\*(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Existing Site(s)      | <input checked="" type="checkbox"/> Existing Structure(s) | <input checked="" type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s)       | <input checked="" type="checkbox"/> New Program(s) or Service(s)      |
| <input type="checkbox"/> New Site(s)           | <input type="checkbox"/> New Structure(s)                 |   |

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

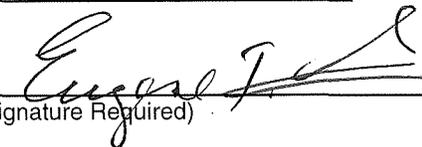
Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Eugene Flannery  
(Name)

Environmental Compliance Manager  
(Title)

Date Reviewed: 10-16-19

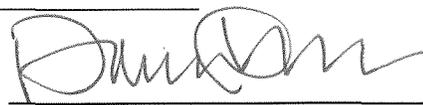
  
(Signature Required)

**Department Head or Designee Approval of Grant Information Form:**

Dan Adams  
(Name)

Acting Director  
(Title)

Date Reviewed: 10/17/19

  
(Signature Required)



OFFICE OF COMMUNITY PLANNING  
AND DEVELOPMENT

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-7000

August 6, 2019

Kate Hartley  
Director, Mayor's Office of Housing and Community Development  
City and County of San Francisco  
1 S. Van Ness Ave  
5th Floor  
San Francisco CA 94103-1267

Dear Ms. Kate Hartley:

Congratulations, your Fiscal Year (FY) 2019 Housing Opportunities for Persons With AIDS (HOPWA) Permanent Supportive Housing Renewal Grant application for City and County of San Francisco has been approved. The U.S. Department of Housing and Urban Development (HUD) is obligating a grant award in the amount of \$1,430,000 to continue supporting permanent supportive housing activities for low-income persons living with HIV/AIDS and their families in your community. This FY2019 HOPWA grant award is in response to your application submitted under Notice CPD-19-03: *Procedural Guidance for Fiscal Year 2019 HOPWA Permanent Supportive Housing Renewal Grant Applications* issued on March 5, 2019.

The grant agreement for this award will be issued through your local HUD field office in coordination your current grant's expiration date. HUD will sign the grant agreement first, and then the grant agreement will be sent to City and County of San Francisco for signature. The grant agreement is considered fully executed when both parties have signed the grant agreement. The period of performance for the FY2019 HOPWA grant award begins on the date that the grant agreement is executed by both parties and ends three years thereafter. Therefore, the field office should coordinate the execution of the grant agreement with the expiration and/or expenditure of funding under the grantee's expiring renewal grant. In the case that funding balances under the expiring grant are exhausted prior to the effective date of the renewal grant, the grantee may request HUD's written approval to incur pre-award costs under the renewal grant in accordance with 2 CFR 200.458. Grantees should fully expend their current grant before accepting their renewal grant. However, if a grantee experiences a brief overlap in grant periods of performance, the grantee should make every effort to fully expend the expiring grant before incurring costs on the renewal grant to avoid duplication on reporting forms.

HUD looks forward to our continued collaboration as we strive to ensure that the investment of housing and supportive services effectively contributes to increased housing stability and better health outcomes for those living with HIV/AIDS. The permanent supportive housing programs, such as those funded with this year's HOPWA funds, serve as models of great value to communities across the country. Thank you for your continued commitment to provide HOPWA housing and services in your community.

Again, congratulations on the award. If you have further questions, please contact Lisa

Steinhauer, CPD Specialist, at (215) 861-7651, or by email at [Lisa.A.Steinhauer@hud.gov](mailto:Lisa.A.Steinhauer@hud.gov) or Claire Donze, Program and Management Analyst, at (202) 402-2365, or by email at [Claire.L.Donze@hud.gov](mailto:Claire.L.Donze@hud.gov).

Sincerely,

A handwritten signature in cursive script that reads "Rita Harcrow". The signature is written in black ink and is positioned centrally below the word "Sincerely,".

Rita Harcrow  
Director, Office of HIV/AIDS Housing

**City and County of San Francisco**  
**Fiscal Year 2019 HOPWA Permanent Supportive Housing Renewal**  
**Grant Application**

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Application for Federal Assistance SF-424			
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	
		<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____	
<b>* 3. Date Received:</b> 04/12/2019		<b>4. Applicant Identifier:</b> _____	
<b>5a. Federal Entity Identifier:</b> _____		<b>5b. Federal Award Identifier:</b> CA-H160008	
<b>State Use Only:</b>			
<b>6. Date Received by State:</b> _____		<b>7. State Application Identifier:</b> _____	
<b>B. APPLICANT INFORMATION:</b>			
<b>* a. Legal Name:</b> City and County of San Francisco			
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 94-6000417		<b>* c. Organizational DUNS:</b> 0703842550000	
<b>d. Address:</b>			
<b>* Street1:</b> Mayor's Office of Housing and Community Development			
<b>Street2:</b> 1 S. Van Ness Ave, 5th Floor			
<b>* City:</b> San Francisco			
<b>County/Parish:</b> _____			
<b>* State:</b> CA: California			
<b>Province:</b> _____			
<b>* Country:</b> USA: UNITED STATES			
<b>* Zip / Postal Code:</b> 94103-1267			
<b>e. Organizational Unit:</b>			
<b>Department Name:</b> Mayor's Office of Housing		<b>Division Name:</b> Community Development	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>			
<b>Prefix:</b> Mr.	<b>* First Name:</b> Brian		
<b>Middle Name:</b> _____			
<b>* Last Name:</b> Cheu			
<b>Suffix:</b> _____			
<b>Title:</b> Director of Community Development			
<b>Organizational Affiliation:</b> Mayor's Office of Housing and Community Development			
<b>* Telephone Number:</b> 415-701-5584		<b>Fax Number:</b> 415-701-5501	
<b>* Email:</b> brian.cheu@sfgov.org			

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

**Type of Applicant 2: Select Applicant Type:**

B: County Government

**Type of Applicant 3: Select Applicant Type:**

**\* Other (specify):**

**\* 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14-241

**CFDA Title:**

Housing Opportunities for Persons with AIDS

**\* 12. Funding Opportunity Number:**

CPD-19-03

**\* Title:**

Procedural Guidance for Fiscal Year 2019 HOPWA Permanent Supportive Housing Renewal Grant Applications

**13. Competition Identification Number:**

**Title:**

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

see Areas Affected by Project attachment

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Second Start Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

\* a. Applicant CA-12

\* b. Program/Project CA-12

Attach an additional list of Program/Project Congressional Districts if needed.

see Additional list of Program/Project

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

Congressional District attachment

\* a. Start Date: 01/01/2020

\* b. End Date 12/31/2022

18. Estimated Funding (\$):

* a. Federal	1,430,000.00
* b. Applicant	300,000.00
* c. State	0.00
* d. Local	0.00
* e. Other	650,000.00
* f. Program Income	0.00
* g. TOTAL	2,380,000.00

\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372

\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

- Yes
- No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

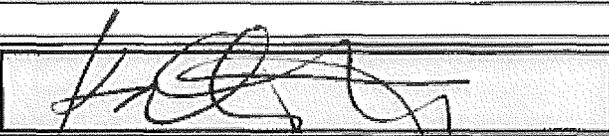
Authorized Representative:

Prefix: Ms. \* First Name: Kate  
Middle Name:  
\* Last Name: Hartley  
Suffix:

\* Title: Director, Mayor's Office of Housing and C.D.

\* Telephone Number: 415-701-5528 Fax Number: 415-701-5501

\* Email: kate.hartley@sfgov.org

\* Signature of Authorized Representative: 

\* Date Signed: 04/08/2019

## **Areas Affected by Project (Cities, Counties, States, etc.)**

**City and County of San Francisco - Grant #CA-H160008**

City and County of San Francisco

# **Additional list of Program/Project Congressional Districts**

**City and County of San Francisco - Grant #CA-H160008**

CA-14

**ASSURANCES - NON-CONSTRUCTION PROGRAMS**

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

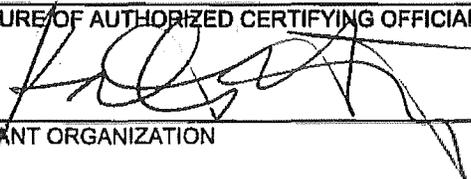
**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Director, Mayor's Office of Housing and Community Development
APPLICANT ORGANIZATION City and County of San Francisco	DATE SUBMITTED 4/12/2019

**Appendix A to Part 87—Certification Regarding Lobbying**

*Certification for Contracts, Grants, Loans, and Cooperative Agreements*

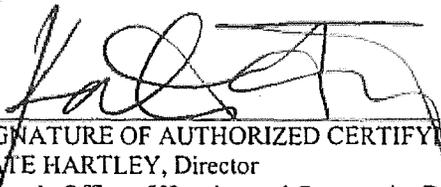
The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

  
\_\_\_\_\_  
SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL  
KATE HARTLEY, Director  
Mayor's Office of Housing and Community Development  
City and County of San Francisco

4/8/19  
DATE

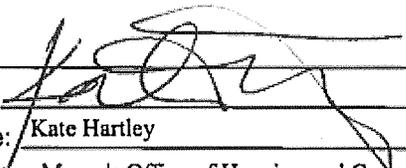
**DISCLOSURE OF LOBBYING ACTIVITIES**

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Mayor's Office of Housing + Community 1 South Van Ness Avenue, 5 <sup>th</sup> Fl. Development San Francisco, CA 94108 Congressional District, if known: CA-12	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>   Congressional District, if known:	
<b>6. Federal Department/Agency:</b>  U.S. Department of Housing and Urban Development	<b>7. Federal Program Name/Description:</b>  HOPWA  CFDA Number, if applicable: 14.241	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b>  \$	
<b>10. a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI): No services were requested or performed	<b>b. Individuals Performing Services (including address if different from No. 10a)</b> (last name, first name, MI): See 10.a.	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: Kate Hartley Title: Director, Mayor's Office of Housing and Community Development Telephone No.: (415) 701-5528      Date: 4/8/19	
<b>Federal Use Only:</b>	Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)	

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# HOPWA Competitive Application & Renewal of Permanent Supportive Housing Project Budget Summary

**U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
Office of HIV/AIDS Housing**

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The information collection requirements pertain to grant application submission requirements which will be used to rate applications, determine eligibility, and establish grant amounts. Selections of applications for funding under the HOPWA Program are based on the criteria established in the published Notice of Funding Availability (NOFA) for new competitions or annual HOPWA renewal notice for grantees seeking renewal funding for eligible permanent supportive housing projects.

The public reporting burden for the collection of information for a HOPWA Renewal Application (including this form, narratives, and other requirements listed in the renewal notice) is estimated at 15 hours. The public reporting burden for the collection of information for a new HOPWA Competitive Application (including this form, narratives, and other requirements listed in the applicable NOFA) is estimated at 45 hours. The information collected on this form is required to obtain a benefit. This agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless that collection displays a currently valid OMB control number. **OMB Approval No. 2506-0133** (Expiration Date: 01/31/2021)

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

**Application Budget Summary (all applicants)**

<b>Applicant Name</b>	City and County of San Francisco	<b>Number of Project Sponsors</b>	1	<b>Plan dates for grant agreement and activities</b>	1/1/2020 - 12/31/2022 (mo./yr.)
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A.	Eligible Activity	HOPWA Request				Leveraged Funds
		A. Year 1	B. Year 2	C. Year 3	D. Total	
Facility Development (new applications only)	1. Acquisition					
	2. Rehabilitation, Repair & Conversion					
	3. New Construction (for Community Residences and SRO dwellings only)					
Facility Operations	4. Operating Costs for Housing Facility					
	5. Leasing					
TBRA	6. Tenant-based Rental Assistance					
STRMU	7. Short-term Rent, Mortgage, & Utility Payments to Prevent Homelessness					
Support Services	8. Supportive Services	\$54,450	\$54,450	\$54,450	\$163,350	\$300,000
Other Program Expenses	9. Housing Information Services	\$15,000	\$15,000	\$15,000	\$45,000	
	10. Permanent Housing Placement	\$15,000	\$15,000	\$15,000	\$45,000	
	11. Resource Identification to Establish, Coordinate & Develop Housing Assistance					
	12. Other Housing Activity (Approved by HUD)	\$348,884	\$348,883	\$348,883	\$1,046,650	\$650,000
13. Total Program Costs: (total of lines 1-12)					\$1,300,000	
Administrative Expenses	14. Grantee's Administrative				\$39,000	
	15. Project Sponsor's Administrative Costs				\$91,000	
16. Total HOPWA Request (total of lines 13-15)					\$1,430,000	

**Detailed Project Budget & Housing Outputs (each organization)**

Name of organization:	Catholic Charities CYO			
Type:	Grantee: <input type="checkbox"/>	Project Sponsor: <input checked="" type="checkbox"/>	If applicable:	Faith based: <input checked="" type="checkbox"/> Grassroots: <input type="checkbox"/>

B.	Eligible Activity	HOPWA Request				
		Yr. 1	Yr. 2	Yr. 3	Totals:	
Facility Development (new applications only)	1. Acquisition Description:	Budget				
		# of Units				
	2. Rehabilitation/Repair/Conversion Description:	Budget				
		# of Units				
	3. New Construction (Community Residences & SRO dwellings only) Description:	Budget				
		# of Units				
Type of Facility: Short-term shelter <input type="checkbox"/> ; Transitional housing <input type="checkbox"/> ; Community residence <input type="checkbox"/> ; SRO dwelling <input type="checkbox"/> ; or other permanent supportive housing <input type="checkbox"/>						
Facility Operations	4. Operating Costs for Housing Facility Description:	Budget				
		# of Units				
TBRRA	5. Leasing Description:	Budget				
		# of Units				
STRM U	6. Tenant-Based Rental Assistance Payments Description:	Budget				
		# of Households				
Support Serv	7. Short-Term Rent, Mortgage & Utility Payments to Prevent Homelessness Description:	Budget				
		# of Households				
Other Program Expenses	8. Supportive Services Costs Description: Case management, vocational counseling, benefits counseling, eviction prevention, other services	Budget	\$54,450	\$54,450	\$54,450	\$163,350
		# of Households	83	83	83	125
	9. Housing Information Services Description: Housing counseling and advocacy, information and referral services, fair housing information, housing search and assistance	Budget	\$15,000	\$15,000	\$15,000	\$45,000
		# of Households	22	22	22	33
	10. Permanent Housing Placement Services Description: Assist households in understanding leases, tenant counseling, making moving arrangements	Budget	\$15,000	\$15,000	\$15,000	\$45,000
		# of Households	19	19	19	29
	11. Resource Identification to Establish, Coordinate, & Develop Housing Assistance Description:	Budget				
	12. Other Housing Activity (Approved by HUD) Description: Shallow rent subsidies at \$400/mo for an estimated 70 units.	Budget	\$348,884	\$348,883	\$348,883	\$1,046,650
	# of Units	70	70	70	105	
Administrative Expenses	13. Grantee's Administrative Costs Description:	Budget				
	14. Project Sponsor's Administrative Costs Description: Management, oversight, coordination and reporting on eligible activities (including data collection and annual performance reporting)	Budget	\$30,333	\$30,333	\$30,334	\$91,000

<b>15. Total HOPWA Request for this Organization</b>	<b>\$1,391,000</b>
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Note: Activity/Service delivery costs such as salary and overhead costs directly relating to carrying out a particular eligible activity in a budget line item should be represented in the funding amount requested for that particular budget line item.

**Detailed Project Budget & Housing Outputs (each organization)**

<b>Name of organization:</b>	City and County of San Francisco			
<b>Type:</b>	Grantee: <input checked="" type="checkbox"/> ; Project Sponsor: <input type="checkbox"/>	<b>If applicable:</b>	Faith based: <input type="checkbox"/>	Grassroots: <input type="checkbox"/>

B.	Eligible Activity	HOPWA Request				
		Yr. 1	Yr. 2	Yr. 3	Totals:	
Facility Development (new applications only)	1. Acquisition Description:	Budget				
		# of Units				
	2. Rehabilitation/Repair/Conversion Description:	Budget				
		# of Units				
	3. New Construction (Community Residences & SRO dwellings only) Description:	Budget				
		# of Units				
Type of Facility: Short-term shelter <input type="checkbox"/> ; Transitional housing <input type="checkbox"/> ; Community residence <input type="checkbox"/> ; SRO dwelling <input type="checkbox"/> ; or other permanent supportive housing <input type="checkbox"/>						
Facility Operations	4. Operating Costs for Housing Facility Description:	Budget				
		# of Units				
	5. Leasing Description:	Budget				
		# of Units				
TBRA	6. Tenant-Based Rental Assistance Payments Description:	Budget				
		# of Households				
STRMU	7. Short-Term Rent, Mortgage & Utility Payments to Prevent Homelessness Description:	Budget				
		# of Households				
Support Services	8. Supportive Services Costs Description:	Budget				
		# of Households				
Other Program Expenses	9. Housing Information Services Description:	Budget				
		# of Households				
	10. Permanent Housing Placement Services Description:	Budget				
		# of Households				
	11. Resource Identification to Establish, Coordinate, & Develop Housing Assistance Description:	Budget				
	12. Other Housing Activity (Approved by HUD) Description:	Budget				
		# of Units				
Administrative Expenses	13. Grantee's Administrative Costs Description: Contract and program oversight, coordination and reporting (including Annual Progress Report to HUD)	Budget	\$13,000	\$13,000	\$13,000	\$39,000
	14. Project Sponsor's Administrative Costs Description:	Budget				

**15. Total HOPWA Request for this Organization**

**\$39,000**

Note: Activity/Service delivery costs such as salary and overhead costs directly relating to carrying out a particular eligible activity in a budget line item should be represented in the funding amount requested for that particular budget line item.

## Descriptive Budget Justification Narrative

<b>Supportive Services Costs</b>		
<b><u>Catholic Charities Personnel Costs</u></b>		
(1) Position: Case Manager (.0415 FTE) Activities: Case management, vocational counseling, benefits counseling, eviction prevention, mediation services neighbor/landlord issues, other services	(\$63,039 salary/year including 32% fringe/benefits) x (.0415 FTE) x 3 years =	\$7,848
(2) Position: Associate Division Director (.0400 FTE) Activities: Day-to-Day program management and operations. As necessary and assist in case management, vocational counseling, benefits counseling, eviction prevention, mediation services neighbor/landlord issues, other services	(\$121,191 salary/year including 32% fringe/benefits) x (.0400 FTE) x 3 years =	\$14,543
<b><u>Catholic Charities Non-personnel Program Activity Costs</u></b>		
(1) Vocational Rehabilitation Services Payments to Positive Resource Center (Sub-Contractor) @ \$800/client/month to provide program participants with support services including educational enhancement and job preparedness. Approximately 1-5 clients will be served each month with a contracted total of \$11,200 per year.	\$11,200/year x 3 years =	\$33,600
(2) Direct Program Costs: including rent, utilities, maintenance, equipment rental, telephone, insurance and supplies.	\$29,310/year x 3 years =	\$87,930
	Subtotal	\$143,921
<b><u>Catholic Charities Indirect Costs:</u></b>		
Federal Approved Indirect Rate: 13.5% This rate was based on eligible management and general expenses divided by eligible agency expenses. Indirect Costs primarily consists of general costs not directly allocable to any specific program.	\$143,921 x 13.5% =	\$19,429
<b>Total Supportive Services</b>		<b>\$163,350</b>

<b>Housing Information Services</b>		
<b><u>Catholic Charities Personnel Costs</u></b>		
Position: Case Manager (.20965 FTE) Activities: Housing counseling, housing advocacy, linkages and referrals to other specialized and mainstream services, fair housing information	(\$63,039 salary/year including 32% fringe/benefits) x (.20965 FTE) x 3 years =	\$39,648

## Descriptive Budget Justification Narrative

<p><u>Catholic Charities Indirect Costs:</u> Federal Approved Indirect Rate: 13.5%</p> <p>This rate was based on eligible management and general expenses divided by eligible agency expenses. Indirect Costs primarily consists of general costs not directly allocable to any specific program.</p>	$\$39,648 \times 13.5\% =$	<p>\$5,352</p>
<b>Total Housing Information Services</b>		<b>\$45,000</b>

<b>Permanent Housing Placement Services</b>		
<p><u>Catholic Charities Personnel Costs</u> Position: Case Manager (.20965 FTE) Activities: Assists households in understanding leases, tenant counseling, and re-location/moving assistance as needed.</p>	$(\$63,039 \text{ salary/year including } 32\% \text{ fringe/benefits}) \times (.20965 \text{ FTE}) \times 3 \text{ years} =$	<p>\$39,648</p>
<p><u>Catholic Charities Indirect Costs:</u> Federal Approved Indirect Rate: 13.5%</p> <p>This rate was based on eligible management and general expenses divided by eligible agency expenses. Indirect Costs primarily consists of general costs not directly allocable to any specific program.</p>	$\$39,648 \times 13.5\% =$	<p>\$5,352</p>
<b>Total Permanent Housing Placement Services</b>		<b>\$45,000</b>

<b>Other Housing Costs</b>		
<p><u>Catholic Charities Non-personnel Program Activity Costs (Shallow Rent Subsidies):</u> Shallow rent subsidies of \$400/month for 70 units. Subsidies help households to maintain their housing while searching for or returning to work, attending classes, or receiving vocational counselling.</p>	$70 \text{ units} \times \$400/\text{month} \times 36 \text{ months} =$	<p>\$1,008,000</p>
	Subtotal	\$1,008,000
<p><u>Catholic Charities Indirect Costs:</u> Billing at 3.834% is less than the Federal Approved Indirect Rate of 13.5%. In order to fully cover rent subsidies, a lower indirect rate has been applied by Catholic Charities for Other Housing Costs. This rate was based on eligible management and general expenses divided by eligible agency expenses. Indirect Costs primarily consists of general costs not directly allocable to any specific program.</p>	$\$1,008,000 \times 3.834\% =$	<p>\$ 38,650</p>
<b>Total Other Housing Costs</b>		<b>\$1,046,650</b>

## Descriptive Budget Justification Narrative

<b>Grantee's Administrative Costs</b>		
Activities: Contract and program oversight, coordination and reporting (including Annual Progress Report to HUD).	\$13,000 x 3 years =	\$39,000
<b>Total Grantee's Administrative Costs</b>		<b>\$39,000</b>

<b>Project Sponsor's Administrative Costs</b>		
Activities: Management, oversight, coordination and reporting on eligible activities (including data collection and annual performance reporting).	\$30,333 x 3 years =	\$91,000
<b>Total Project Sponsor's Administrative Costs</b>		<b>\$91,000</b>

### Budget Summary:

Supportive Services	\$163,350
Housing Information Services	\$45,000
Permanent Housing Placement	\$45,000
Other Housing Costs	\$1,046,650
<b>Total Program Cost</b>	<b>\$1,300,000</b>
Grantee's Administrative Costs	\$39,000
Project Sponsor's Administrative Costs	\$91,000
<b>Total HOPWA Budget</b>	<b>\$1,430,000</b>

## Technical Assistance Narrative

City and County of San Francisco - Grant #CA-H160008

The technical assistance currently available for HOPWA and HUD has been sufficient for the implementation of the City and County of San Francisco's HOPWA Permanent Supportive Housing Grant.

We have been able to successfully work with our sponsor, Catholic Charities, to support and maintain a housing and training program for HIV+ persons who wish to expand their educational and vocational opportunities.

The webinars, written materials and one-on-one assistance provided by HUD have proved invaluable to maintain and develop the program, which has been in existence for over 15 years.

**Environmental Review  
for Activity/Project that is Exempt or  
Categorically Excluded Not Subject to Section 58.5  
Pursuant to 24 CFR 58.34(a) and 58.35(b)**

**Project Information**

**Project Name:** HOPWA---2019--CC---Rental-Subsidy

**HEROS Number:** 900000010105516

**Responsible Entity (RE):** SAN FRANCISCO, 1 Dr Carlton B Goodlett Pl Ste 200 San Francisco CA,  
94102

**State / Local Identifier:**

**RE Preparer:** Eugene T. Flannery

**Grant Recipient (if different than Responsible Entity):**

**Point of Contact:**

**Consultant (if applicable):**

**Point of Contact:**

**Project Location:** 990 Eddy St, San Francisco, CA 94109

**Additional Location Information:**

N/A

**Description of the Proposed Project [24 CFR 50.12 & 58.32; 40 CFR 1508.25]:**

Rental subsidy program for people with HIV/AIDS (1.391,000) and sub-recipient's administrative costs  
(39,000)

**Level of Environmental Review Determination:**

**Activity / Project is Categorically Excluded Not Subject to per 24 CFR 58.35(b):**

58.35(b)(1)

**Signature Page**

[Signature Page.pdf](#)

**Funding Information**

Grant / Project Identification Number	HUD Program	Program Name
CAH19F003	Community Planning and Development (CPD)	Housing Opportunities for Persons With AIDS (HOPWA)

**Estimated Total HUD Funded, Assisted or Insured Amount:** \$1,430,000.00

**Estimated Total Project Cost [24 CFR 58.2 (a) (5)]:** \$1,430,000.00

**Compliance with 24 CFR §50.4 & §58.6 Laws and Authorities**

Compliance Factors: Statutes, Executive Orders, and Regulations listed at 24 CFR §50.4 & §58.6	Are formal compliance steps or mitigation required?	Compliance determination (See Appendix A for source determinations)
<b>STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR §50.4 &amp; § 58.6</b>		
<b>Airport Runway Clear Zones and Clear Zones</b> 24 CFR part 51	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Based on the project description the project includes no activities that would require further evaluation under this section. The project is in compliance with Airport Runway Clear Zone requirements.
<b>Coastal Barrier Resources Act</b> Coastal Barrier Resources Act, as amended by the Coastal Barrier Improvement Act of 1990 [16 USC 3501]	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	This project is located in a state that does not contain CBRS units. Therefore, this project is in compliance with the Coastal Barrier Resources Act.
<b>Flood Insurance</b> Flood Disaster Protection Act of 1973 and National Flood Insurance Reform Act of 1994 [42 USC 4001-4128 and 42 USC 5154a]	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Based on the project description the project includes no activities that would require further evaluation under this section. The project does not require flood insurance or is excepted from flood insurance. While flood insurance may not be mandatory in this instance, HUD recommends that all insurable structures maintain flood insurance under the National Flood Insurance

<b>Compliance Factors:</b> Statutes, Executive Orders, and Regulations listed at 24 CFR §50.4 & §58.6	Are formal compliance steps or mitigation required?	Compliance determination (See Appendix A for source determinations)
<b>STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR §50.4 &amp; § 58.6</b>		
		Program (NFIP). The project is in compliance with Flood Insurance requirements.

**Mitigation Measures and Conditions [CFR 40 1505.2(c)]:** Summarized below are all mitigation measures adopted by the Responsible Entity to reduce, avoid or eliminate adverse environmental impacts and to avoid non-compliance or non-conformance with the above-listed authorities and factors. These measures/conditions must be incorporated into project contracts, development agreements and other relevant documents. The staff responsible for implementing and monitoring mitigation measures should be clearly identified in the mitigation plan.

Law, Authority, or Factor	Mitigation Measure or Condition	Comments on Completed Measures	Complete
---------------------------	---------------------------------	--------------------------------	----------

**Mitigation Plan**

**Supporting documentation on completed measures**

**APPENDIX A: Related Federal Laws and Authorities**

**Airport Runway Clear Zones**

General policy	Legislation	Regulation
It is HUD's policy to apply standards to prevent incompatible development around civil airports and military airfields.		24 CFR Part 51 Subpart D

1. Does the project involve the sale or acquisition of developed property?

No

Based on the response, the review is in compliance with this section.

Yes

**Compliance Determination**

Based on the project description the project includes no activities that would require further evaluation under this section. The project is in compliance with Airport Runway Clear Zone requirements.

**Supporting documentation**

Are formal compliance steps or mitigation required?

No  
Yes

### Coastal Barrier Resources

General requirements	Legislation	Regulation
HUD financial assistance may not be used for most activities in units of the Coastal Barrier Resources System (CBRS). See 16 USC 3504 for limitations on federal expenditures affecting the CBRS.	Coastal Barrier Resources Act (CBRA) of 1982, as amended by the Coastal Barrier Improvement Act of 1990 (16 USC 3501)	

**This project is located in a state that does not contain CBRA units. Therefore, this project is in compliance with the Coastal Barrier Resources Act.**

#### Screen Summary

##### **Compliance Determination**

This project is located in a state that does not contain CBRS units. Therefore, this project is in compliance with the Coastal Barrier Resources Act.

##### **Supporting documentation**

**Are formal compliance steps or mitigation required?**

- Yes
- No

### Flood Insurance

General requirements	Legislation	Regulation
Certain types of federal financial assistance may not be used in floodplains unless the community participates in National Flood Insurance Program and flood insurance is both obtained and maintained.	Flood Disaster Protection Act of 1973 as amended (42 USC 4001-4128)	24 CFR 50.4(b)(1) and 24 CFR 58.6(a) and (b); 24 CFR 55.1(b).

**1. Does this project involve financial assistance for construction, rehabilitation, or acquisition of a mobile home, building, or insurable personal property?**

No. This project does not require flood insurance or is excepted from flood insurance.

Based on the response, the review is in compliance with this section.

Yes

#### Screen Summary

##### **Compliance Determination**

Based on the project description the project includes no activities that would require further evaluation under this section. The project does not require flood insurance or is excepted from flood insurance. While flood insurance may not be mandatory in this instance, HUD recommends that all insurable structures maintain flood insurance under the National Flood Insurance Program (NFIP). The project is in compliance with Flood Insurance requirements.

##### **Supporting documentation**

##### **Are formal compliance steps or mitigation required?**

Yes

No



U.S. Department of Housing and Urban  
Development  
451 Seventh Street, SW  
Washington, DC 20410  
[www.hud.gov](http://www.hud.gov)  
[espanol.hud.gov](http://espanol.hud.gov)

**Environmental Review  
for Activity/Project that is Exempt or  
Categorically Excluded Not Subject to Section 58.5  
Pursuant to 24 CFR 58.34(a) and 58.35(b)**

**Project Information**

**Project Name:** HOPWA---2019---CC---Rental-Subsidy

**HEROS Number:** 900000010105516

**State / Local Identifier:**

**Project Location:** 990 Eddy St, San Francisco, CA 94109

**Additional Location Information:**

N/A

**Description of the Proposed Project [24 CFR 50.12 & 58.32; 40 CFR 1508.25]:**

Rental subsidy program for people with HIV/AIDS (1,391,000) and sub-recipient's administrative costs (39,000)

**Level of Environmental Review Determination:**

Activity / Project is Categorically Excluded Not Subject to per 24 CFR 58.35(b):  
58.35(b)(1)

**Funding Information**

Grant Number	HUD Program	Program Name
CAH19F003	Community Planning and Development (CPD)	Housing Opportunities for Persons With AIDS (HOPWA)

**Estimated Total HUD Funded Amount:** \$1,430,000.00

**Estimated Total Project Cost [24 CFR 58.2 (a) (5)]:** \$1,430,000.00

**Mitigation Measures and Conditions [CFR 1505.2(c)]:**

Summarized below are all mitigation measures adopted by the Responsible Entity to reduce, avoid or eliminate adverse environmental impacts and to avoid non-compliance or non-conformance with the above-listed authorities and factors. These measures/conditions must be incorporated into project

contracts, development agreements and other relevant documents. The staff responsible for implementing and monitoring mitigation measures should be clearly identified in the mitigation plan.

Law, Authority, or Factor	Mitigation Measure or Condition	Comments on Completed Measures	Complete
---------------------------	---------------------------------	--------------------------------	----------

Preparer Signature: Eugene T. Flannery Date: 10-10-19

Name / Title / Organization: Eugene T. Flannery / / SAN FRANCISCO

Responsible Entity Agency Official Signature: [Signature] Date: 10-11-19

Name / Title: DANIEL ROAMS, ACTING DIRECTOR

This original, signed document and related supporting material must be retained on file by the Responsible Entity in an Environment Review Record (ERR) for the activity / project (ref: 24 CFR Part 58.38) and in accordance with recordkeeping requirements for the HUD program(s).

**FY 2019-2022 Proposed Expenditure Schedule**

<b>Agency Name</b>	<b>Expenditure Description</b>	<b>Approved HUD Funding (3 Years)</b>
Mayor's Office of Housing and Community Development	Grantee's administrative costs	\$39,000
Catholic Charities	Partial rental subsidy program for people with HIV/AIDS	\$1,391,000
	<b>Total Grant Amount</b>	<b>\$1,430,000</b>

Mayor's Office of Housing and Community Development  
City and County of San Francisco



London N. Breed  
Mayor

Dan Adams  
Acting Director

**TO:** Angela Calvillo, Clerk of the Board of Supervisors

**FROM:** Benjamin McCloskey, Deputy Director Mayor's Office of Housing and Community Development

**DATE:** October 16, 2019

**SUBJECT:** Accept and Expend Resolution for Housing Opportunities for Persons with AIDS (HOPWA) Performance Renewal Grant

**GRANT TITLE:** Housing Opportunities for Persons with AIDS (HOPWA) Performance Renewal Grant

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Attached please find the original and 2 copies of each of the following:

- Grant information form
- Proposed resolution; original signed by Department, Mayor, Controller
- Proposed Expenditure Schedule
- Grant award letter from funding agency
- Other (Explain): Environmental Review Record

Departmental representative to receive a copy of the adopted resolution:

Name: Benjamin McCloskey  
Phone: 701-5575  
Interoffice Mail Address: Benjamin.McCloskey@sfgov.org  
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).

OFFICE OF THE MAYOR  
SAN FRANCISCO



RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO

LONDON N. BREED

MAYOR

2019 OCT 29 PM 4:25

BY

A handwritten signature in black ink, appearing to be "L. Breed", written over a horizontal line.

Handwritten initials "JC" in black ink.

TO: Angela Calvillo, Clerk of the Board of Supervisors  
FROM: Sophia Kittler  
RE: Accept and Expend Grant - Housing Opportunities for Persons with AIDS  
Permanent Supportive Housing Renewal- \$1,430,000 - FY2019-2022  
DATE: Tuesday, October 29, 2019

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**Resolution approving the FY 2019 Housing Opportunities for Persons with AIDS (HOPWA) Permanent Supportive Housing Renewal Grant; and authorizing the Mayor, on behalf of the City and County of San Francisco, to accept and expend the City's FY 2019 HOPWA Permanent Supportive Housing Renewal Grant from the U.S. Department of Housing and Urban Development in the amount of \$1,430,000 for the period of January 1, 2020 through December 31, 2022.**

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



## San Francisco Ethics Commission

25 Van Ness Avenue, Suite 220, San Francisco, CA 94102  
 Phone: 415.252.3100 . Fax: 415.252.3112  
[ethics.commission@sfgov.org](mailto:ethics.commission@sfgov.org) . [www.sfethics.org](http://www.sfethics.org)

Received On:

File #:  
191109

Bid/RFP #:  
90759-16

### Notification of Contract Approval

SFEC Form 126(f)4

(S.F. Campaign and Governmental Conduct Code § 1.126(f)4)

A Public Document

Each City elective officer who approves a contract that has a total anticipated or actual value of \$100,000 or more must file this form with the Ethics Commission within five business days of approval by: (a) the City elective officer, (b) any board on which the City elective officer serves, or (c) the board of any state agency on which an appointee of the City elective officer serves. For more information, see: <https://sfethics.org/compliance/city-officers/contract-approval-city-officers>

1. FILING INFORMATION	
TYPE OF FILING	DATE OF ORIGINAL FILING <i>(for amendment only)</i>
original	
AMENDMENT DESCRIPTION – Explain reason for amendment	
2. CITY ELECTIVE OFFICE OR BOARD	
OFFICE OR BOARD	NAME OF CITY ELECTIVE OFFICER
Board of Supervisors	Members
3. FILER'S CONTACT	
NAME OF FILER'S CONTACT	TELEPHONE NUMBER
Angela calvillo	415-554-5184
FULL DEPARTMENT NAME	EMAIL
office of the Clerk of the Board	Board.of.Supervisors@sfgov.org
4. CONTRACTING DEPARTMENT CONTACT	
NAME OF DEPARTMENTAL CONTACT	DEPARTMENT CONTACT TELEPHONE NUMBER
Manuel Vasquez	415-701-5253
FULL DEPARTMENT NAME	DEPARTMENT CONTACT EMAIL
MYR Mayor's Off of Housing and Comm Devt	manuel.s.vasquez@sfgov.org

5. CONTRACTOR	
NAME OF CONTRACTOR Catholic Charities CYO	TELEPHONE NUMBER (415) 972-1200
STREET ADDRESS (including City, State and Zip Code) 990 Eddy Street San Francisco, CA 94109	EMAIL

6. CONTRACT		
DATE CONTRACT WAS APPROVED BY THE CITY ELECTIVE OFFICER(S)	ORIGINAL BID/RFP NUMBER 90759-16	FILE NUMBER (if applicable) 191109
DESCRIPTION OF AMOUNT OF CONTRACT \$1,391,000		
NATURE OF THE CONTRACT (Please describe) Partial rental subsidy program for people with HIV/AIDS		

7. COMMENTS

8. CONTRACT APPROVAL	
This contract was approved by:	
<input type="checkbox"/>	THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM
<input checked="" type="checkbox"/>	A BOARD ON WHICH THE CITY ELECTIVE OFFICER(S) SERVES Board of supervisors
<input type="checkbox"/>	THE BOARD OF A STATE AGENCY ON WHICH AN APPOINTEE OF THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM SITS

**9. AFFILIATES AND SUBCONTRACTORS**

List the names of (A) members of the contractor's board of directors; (B) the contractor's principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
1	Rev. Salvatore Cordileone		Board of Directors
2	Stephen Molinelli		Board of Directors
3	Paula H. Bennett		Board of Directors
4	Joe Boerio		Board of Directors
5	Diana Bojorquez		Board of Directors
6	Theodore Borromeo		Board of Directors
7	Martha Brigham		Board of Directors
8	Gregory A. Bullian		Board of Directors
9	Philip Clark		Board of Directors
10	Timothy Connors		Board of Directors
11	Adriana Dahik		Board of Directors
12	Jerilyn Gelt		Board of Directors
13	Kathy Grogan		Board of Directors
14	David R. Hultman		Board of Directors
15	Lisa Ikeda		Board of Directors
16	Steven Kane		Board of Directors
17	Jay P. Leupp		Board of Directors
18	Simon Manning, Sr		Board of Directors
19	Maureen McInerney		Board of Directors

**9. AFFILIATES AND SUBCONTRACTORS**

List the names of (A) members of the contractor’s board of directors; (B) the contractor’s principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
20	Lori Mirek		Board of Directors
21	Rev. Daniel Nascimento		Board of Directors
22	Michael Pautler		Board of Directors
23	Jack Pohlman		Board of Directors
24	Louis Reynaud		Board of Directors
25	George Sundby		Board of Directors
26	Rev. Kenneth Westray		Board of Directors
27	Peter Wilch		Board of Directors
28	Jilma L. Meneses		CEO
29	Keith Spindle		CFO
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<b>9. AFFILIATES AND SUBCONTRACTORS</b>			
List the names of (A) members of the contractor's board of directors; (B) the contractor's principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.			
#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
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42			
43			
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45			
46			
47			
48			
49			
50			
<input type="checkbox"/> Check this box if you need to include additional names. Please submit a separate form with complete information. Select "Supplemental" for filing type.			

<b>10. VERIFICATION</b>	
I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information I have provided here is true and complete.	
<b>I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.</b>	
SIGNATURE OF CITY ELECTIVE OFFICER OR BOARD SECRETARY OR CLERK	DATE SIGNED
BOS Clerk of the Board	