

File No. 250234

Committee Item No. 3

Board Item No. 12

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date April 23 2025

Board of Supervisors Meeting Date April 29, 2025

Cmte Board

<input type="checkbox"/>	<input type="checkbox"/>	Motion
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Resolution
<input type="checkbox"/>	<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	<input type="checkbox"/>	Legislative Digest
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Budget and Legislative Analyst Report
<input type="checkbox"/>	<input type="checkbox"/>	Youth Commission Report
<input type="checkbox"/>	<input type="checkbox"/>	Introduction Form
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Department/Agency Cover Letter and/or Report
<input type="checkbox"/>	<input type="checkbox"/>	MOU
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Grant Information Form
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Grant Budget
<input type="checkbox"/>	<input type="checkbox"/>	Subcontract Budget
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Contract/Agreement
<input type="checkbox"/>	<input type="checkbox"/>	Form 126 – Ethics Commission
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Award Letter
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Application
<input type="checkbox"/>	<input type="checkbox"/>	Public Correspondence

OTHER (Use back side if additional space is needed)

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>PLN Statement on Retroactivity 4/17/2025</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>PLN Presentation 4/23/2025</u>
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Completed by: Brent Jalipa Date April 17, 2025

Completed by: Brent Jalipa Date April 24, 2025

1 [Accept and Expend Grant - Retroactive - United States Department of Housing and
2 Urban Development - Round 2 Application: Pathways to Removing Obstacles to Housing
(PRO Housing) - \$7,000,000]

3
4 **Resolution retroactively authorizing the Planning Department to accept and expend a**
5 **grant award of \$7,000,000 for the period from January 22, 2025, through September 30,**
6 **2030, from the United States Department of Housing and Urban Development's**
7 **Pathways to Removing Obstacles to Housing ("PRO Housing") grant program;**
8 **approving the grant agreement pursuant to Charter, Section 9.118(a); and authorizing**
9 **the Director of the Planning Department to enter into amendments or modifications to**
10 **the grant agreement that are necessary to effectuate the purposes of the grant**
11 **agreement or this Resolution.**

12
13 WHEREAS, San Francisco is facing a severe housing crisis, with housing costs among
14 the highest in the country - the median home price exceeds \$1.4 million, and rents average
15 \$3,500 per month for a one-bedroom apartment; and

16 WHEREAS, Key drivers of the crisis include limited land, restrictive zoning, high
17 construction costs, and lengthy permitting processes, especially for small builders; and

18 WHEREAS, In January 2023, San Francisco adopted the Housing Element 2022
19 Update, a comprehensive vision for preserving, producing, and protecting housing, with a
20 target of producing 82,000 new units, including at least 33,000 units affordable at very low
21 and low incomes and 14,000 units affordable at moderate incomes, by 2031; and

22 WHEREAS, The Housing Element includes more than 42 policy goals and over 350
23 implementation programs that center racial and social equity in the planning process, as well
24 as prioritizing an increase in housing production, while seeking to redress harm from past
25

1 government actions, such as redlining and urban renewal projects that devastated
2 communities of color; and

3 WHEREAS, In February 2023, the Mayor issued the “Housing for All” Executive
4 Directive to implement the Housing Element and direct City agencies to reduce barriers to
5 producing affordable and mixed-income housing; and

6 WHEREAS, San Francisco has already accomplished many efforts to reduce barriers
7 to building affordable and mixed-income housing, by reducing impact fees, and removing
8 unnecessary processes and hearings; and

9 WHEREAS, To meet its housing goals, the City continues to explore additional
10 opportunities, including through the rehabilitation of low-income housing, rezoning to allow
11 more multifamily housing and affordable housing in high-opportunity areas, supporting new
12 funding streams for affordable housing, streamlining permit approvals, and continuing to invest
13 in the stabilization of residents and communities at risk of displacement; and

14 WHEREAS, The City previously applied for, but did not receive \$2,000,000 in grant
15 funding as part of the Round 1 Pathways to Removing Obstacles to Housing (“PRO Housing”)
16 grant program; and

17 WHEREAS, In anticipation of that the Round 1 PRO Housing grant funding, the City
18 appropriated \$2,000,000 in the Fiscal Year 24/25 budget towards activities related to
19 increasing housing opportunity; and

20 WHEREAS, On August 13, 2024, the U.S. Department of Housing and Urban
21 Development, issued a Notice of Funding Opportunity for Round 2 of the PRO Housing grant
22 program to identify and remove barriers to affordable housing production and preservation;
23 and

24 WHEREAS, The Planning Department on October 15, 2024, submitted its application
25 titled, “Round 2 Application: FY 24 Pathways to Removing Obstacles to Housing;” and

1 WHEREAS, The grant program runs through September 30, 2030, and would enable
2 the City to improve housing conditions for its equity communities and increase production and
3 preserve housing for current and future populations; and

4 WHEREAS, On January 14, 2025, the U.S. Department of Housing and Urban
5 Development issued a notice that San Francisco was selected to receive \$7,000,000 in
6 funding over a period of five years, from January 22, 2025, through September 30, 2030; and

7 WHEREAS, Pursuant to the grant terms, the City will leverage \$9,915,627 in City staff
8 time and matching grants to yield higher impact across the grant activities; and

9 WHEREAS, The grant will provide funding for the Planning Department to: integrate its
10 permitting systems and updates its municipal codes to improve permitting; improve
11 consistency and transparency in the entitlement process; preserve affordable housing by
12 assessing and updating the City's inventory of Single Room Occupancy buildings and partner
13 with faith-based organizations to build affordable housing; expand housing typologies,
14 especially in high-resourced neighborhoods; and prioritize community benefits in equity
15 communities; and

16 WHEREAS, The grant does not require an amendment to the Annual Salary Ordinance;
17 and

18 WHEREAS, The grant budget does not include any indirect costs; and

19 WHEREAS, The following accompanying documents are required in an "Accept and
20 Expend" package submitted to the Board of Supervisors to be placed on file with the Clerk of
21 the Board of Supervisors in File No. 250234: 1) proposed grant resolution signed by the
22 Planning Department, the Mayor, and the Controller; 2) grant information form, including a
23 disability checklist; 3) grant budget; 4) grant application; 5) grant award letter from funding
24 agency; 6) ethics form 126 (if applicable); 7) contract and/or, leases (if applicable), or
25 agreements (if applicable); 8) grant agreement; 9) and other forms (if applicable); and

1 WHEREAS, The Planning Department submits with this resolution all of the above-
2 listed required documents that are applicable to this grant, including the grant information
3 form, with disability checklist, grant agreement, grant application, grant budget, and the grant
4 award letter from the funding agency; now, therefore, be it

5 RESOLVED, That the Director of the Planning Department is hereby authorized to
6 accept the United States Department of Housing and Urban Development grant award of
7 \$7,000,000 on behalf of the City, in accordance with the purposes and goals for the funding;
8 and, be it

9 FURTHER RESOLVED, That the Director of the Planning Department is hereby
10 authorized to enter into and execute the grant agreement, and amendments thereto, and to
11 execute agreements between the City and various agencies consistent with the
12 aforementioned proposal and necessary to carry out the purpose of the grant; and, be it

13 FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of
14 indirect costs as part of this grant budget; and, be it

15 FURTHER RESOLVED, That under Charter, Section 9.118(a), the Board of
16 Supervisors approves the grant agreement; and, be it

17 FURTHER RESOLVED, The Planning Department shall be hereby authorized to
18 expend the United States Department of Housing and Urban Development grant award of
19 \$7,000,000.
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Item 3 File 25-0234	Department: City Planning
EXECUTIVE SUMMARY	
<p style="text-align: center;">Legislative Objectives</p> <ul style="list-style-type: none"> The proposed resolution would retroactively authorize the Planning Department to accept and expend a \$7,000,000 grant award from the U.S. Department of Housing and Urban Development's (HUD) Pathways to Removing Obstacles to Housing program for the period from January 22, 2025 through September 30, 2030 and approve the grant agreement. <p style="text-align: center;">Key Points</p> <ul style="list-style-type: none"> HUD provides grant funding to local governments to address local housing barriers (such as outdated land use policies and regulations and risks associated with a housing stock that is aging) through the Pathways to Removing Obstacles to Housing (PRO Housing) program. The Planning Department applied for \$7.0 million in grant funding in response to the August 2024 Round 2 Notice of Funding Opportunity (NOFO) for the program and received a notice of award in January 2025. The proposed grant would support process improvements to accelerate permitting timelines and improve consistency in the entitlement process, preservation of the City's Single Room Occupancy buildings and affordable housing development on sites owned by faith-based organizations, expansion of housing types (particularly in high-resourced neighborhoods), and development of a community benefits framework to determine how to address desired benefits in equity communities without increasing the cost of housing. <p style="text-align: center;">Fiscal Impact</p> <ul style="list-style-type: none"> Grant activities are funded by the proposed \$7.0 million HUD grant (41 percent), approximately \$7.8 million from the City's General Fund (46 percent), and other grants (13 percent). The HUD program does not require matching funds but awarded additional points to proposals that leverage other funding sources. The grant budget includes \$10.5 million for salaries and benefits for City staff, including \$3.9 million from the proposed grant, to support 7.0 to 8.0 FTE per year over the grant term. <p style="text-align: center;">Policy Consideration</p> <ul style="list-style-type: none"> Some of the activities include work that is ongoing or planned within City department programs and some of the activities are new and rely on the proposed grant funding, such as contracts with third-party firms for improved permitting systems. Such contracts would not be awarded if the grant funds were paused or cancelled, but staff supported work to improve workflows and use of existing systems would require additional General Fund support to backfill the lost revenues. <p style="text-align: center;">Recommendation</p> <ul style="list-style-type: none"> Approve the proposed resolution. 	

MANDATE STATEMENT

City Administrative Code Section 10.170-1 states that accepting federal, state, or third-party grant funds in the amount of \$100,000 or more, including any City matching funds required by the grant, is subject to Board of Supervisors approval.

City Charter Section 9.118(a) states that contracts entered into by a department, board, or commission that (i) have anticipated revenues of \$1 million or more, or (ii) have anticipated revenues of \$1 million or more and require modifications, are subject to Board of Supervisors approval.

BACKGROUND

The U.S. Department of Housing and Urban Development (HUD) provides grant funding to local governments to address local housing barriers (such as outdated land use policies and regulations and risks associated with a housing stock that is aging) through the Pathways to Removing Obstacles to Housing (PRO Housing) program. The Planning Department applied for \$2.0 million in grant funding as part of the Round 1 grant program but did not receive an award.¹ The Planning Department applied for \$7.0 million in grant funding in response to the August 2024 Round 2 Notice of Funding Opportunity (NOFO) for the program and received a notice of award in January 2025.

DETAILS OF PROPOSED LEGISLATION

The proposed resolution would retroactively authorize the Planning Department to accept and expend a \$7,000,000 grant award from the United States Department of Housing and Urban Development's Pathways to Removing Obstacles to Housing program for the period from January 22, 2025 through September 30, 2030 and approve the grant agreement.

The grant is retroactive because the Planning Department received notice of the award on January 24, 2025 (after the grant start date of January 22, 2025) and the proposed resolution was introduced on March 11, 2025.

Matching Funds

According to Round 2 NOFO, the program does not require matching funds but awarded a maximum of 10 points (out of 100 total points) to proposals that leverage other funding sources equal to at least 50 percent of the grant. The Planning Department's proposal included \$9.9 million in other funds equal to 142 percent of the \$7.0 million grant award and received the full

¹ According to the proposed resolution, the City appropriated \$2.0 million in FY 2024-25 for PRO Housing grant activities in anticipation of a Round 1 award, which the City did not receive.

10 points for leveraging other funds. As detailed in Exhibit 2 below, the \$9.9 million in other funds includes \$7.8 million from the City's General Fund and \$2.1 million from other grants.

Grant Activities

According to the Planning Department's application for grant funds. The grant and other city funds will support the following activities:

1. **Development process improvements** to accelerate permitting timelines and improve consistency in the entitlement process, including improvements to permitting systems, updates to technology, policy, and municipal codes, custom software to improve transparency and the applicant experience (such as an impact fee calculator, online application portal, and project review workspace for planners).
2. **Affordable housing production, preservation, and stabilization** activities to preserve the City's Single Room Occupancy (SRO) buildings and promote affordable housing development on sites owned by faith-based organizations, including a capital needs assessment of Single Room Occupancy (SRO) buildings and legislative changes and capital funding to replace or rehabilitate SROs; and trainings and permitting support for Faith Based Organizations.
3. **Expand housing types, particularly in high-resourced neighborhoods**, including development of pre-approved schematic designs for small-scale multi-family housing (two to nine units), updates to land use controls and tenant protections, and identification of publicly owned sites suitable for housing development.
4. **Prioritize community benefits in equity communities** to prevent displacement in low-income communities of color where most of the recent housing production has occurred and to ensure existing residents benefit from development. Specifically, this activity includes drafting and implementing a community benefits framework to assess existing requirements and use of fee revenues and determine how desired community benefits could be addressed; and development of policies and legislation to implement community benefits without increasing the cost of housing production and preservation.

Performance Goals

According to the NOFO, the Planning Department must comply with HUD reporting requirements, including submission of quarterly progress reports throughout the grant term. Exhibit 1 shown below shows potential performance goals for the grant activities according to the Planning Department's grant application.

Exhibit 1: Draft Performance Goals for Grant Activities

Measure	Goal
Average time to entitlement and time to building permit approval	Reduce by 50%
Number of faith-based organizations entering the training program	6 to 12 program participants
Number of affordable units entitled on faith-based land and percent located in high-resourced areas	At least 25-50% of affordable units located in high-resourced areas
Increased zoning capacity for homes in high-resourced areas (Number of new net units)	Capacity created for at least 36,200 additional units
Number and percent of homes entitled in high-resourced areas, both market rate and affordable	25-50% of affordable units located in high-resourced areas
Number and percent of homes built in priority equity geographies using streamlined community benefit legislation	Identification of community benefits priorities in 4 to 6 priority equity communities and adoption of objective standards and/or practices addressing priorities of each community

Source: Grant Application, Exhibit G

Grant activities and goals align with the City's policy goals in the Housing Element 2022 Update. The Board of Supervisors could request that the Planning Department report annually on the proposed grant performance measures during the department's budget presentation.

FISCAL IMPACT

Grant activities are funded by the proposed \$7.0 million HUD grant (41 percent), approximately \$7.8 million from the City's General Fund (46 percent), and other grants (13 percent). Exhibit 2 below shows the proposed grant budget.

Exhibit 2: Sources and Uses for Proposed Grant Activities

Sources	Amount	Percent
HUD PRO Housing Grant (Proposed Grant)	\$7,000,000	41.4%
City General Fund	7,752,626	45.8%
Metropolitan Transportation Commission (MTC) Grant ²	1,035,000	6.1%
U.S. Department of Transportation Grant (DOT) ³	1,000,000	5.9%
CA Department of Housing & Community Development (HCD) Grant ⁴	128,000	0.8%
Total Sources	\$16,915,626	100.0%
Uses		
Salaries	7,505,686	44.4%
Fringe Benefits	2,957,240	17.5%
Equipment	211,100	1.2%
Permit Technology System	211,100	
Consultants	700,000	4.1%
Process Improvement	350,000	
Architectural & Development Experts	200,000	
Financial Feasibility & Environmental Review	150,000	
Contracts and Sub-Grantees	4,758,000	28.1%
MTC Grant*	1,035,000	
DOT Grant*	1,000,000	
HCD Grant*	128,000	
SRO Preservation Framework & Needs Assessment	275,000	
SRO Rehabilitation Fund	190,000	
Faith-Based Org Training Program	200,000	
Community Benefits	150,000	
Predevelopment Grant to Faith-Based Orgs	480,000	
Grants to CBOs for Community Benefit Workshops	300,000	
Priority Equity Geographies Fellowship Program & Community Engagement Fund	1,000,000	
Other Direct Costs	783,600	4.6%
Permit Streamlining Measures at 5 Key Permitting Agencies	750,000	
Fee-waivers for Interagency Project Review of Faith-Based Orgs	33,600	
Total Uses	\$16,915,626	100.0%

Source: Grant Budget

*According to Planning Department staff, other grants will likely fund staff time and contracts related to the grant activities, but staff did not provide a breakdown of expenditures

² The MTC Priority Development Areas (PDA) Planning Grant provides funding for rezoning and land use policy amendments and affordable sites analysis.

The proposed grant, along with City sources and other grants, provide approximately \$10.5 million for salaries and benefits for City staff, which reflects 62 percent of the proposed budget. Over the five-year and eight-month term, the budget funds 40.07 full-time equivalent (FTE) positions cumulatively, or approximately 7.0 to 8.0 FTE annually, as shown in Exhibit 3 below. According to Planning Department staff, all positions are existing and none are currently vacant.

Exhibit 3: Total Staff Hours Over the Grant Period

Job Classification	Total Hours	Cumulative FTE
Planner I (5277)	2,080	1.00
Planner II (5278)	5,408	2.60
Planner III (5291)	15,080	7.25
Planner IV (5293)	13,104	6.30
Planner V (5283)	2,184	1.05
Manager IV (0932)	6,240	3.00
Manager V (0933)	6,240	3.00
Division Director (0953)	1,040	0.50
Sr. Community Development Specialist I (9774)	17,264	8.30
Sr. IS Business Analyst (1053)	987	0.47
Project Manager 1 (5502)	6,240	3.00
Project Manager 2 (5504)	1,248	0.60
Administrative Analyst (1822)	6,240	3.00
Total	83,355	40.07

Source: Grant Budget

POLICY CONSIDERATION

Federal Funding Disbursement

According to Planning Department staff, some of the activities include work that is currently ongoing or planned within City department programs and some of the activities are new activities and rely on the proposed grant funding. For example, contracts with third-party firms for improved permitting systems rely on grant funds. Such contracts would not be awarded if the grant funds were paused or cancelled. Staff supported work to improve workflows and use of existing systems is matched with funding from the General Fund and could continue without grant funds.

³ The DOT Build America Bureau Innovative Finance and Asset Concession Grant provides funding for technical assistance joint-development program with SFMTA. According to Planning Department staff this grant was awarded to SFMTA for its Joint Development Program, and the cooperative agreement was executed in December 2024.

⁴ The HCD Regional Early Action Planning (REAP) Grant provides funding for community stabilization activities in priority equity geographies.

Based on the grant budget, Activities 1 and 2 would be more greatly impacted than Activities 3 and 4 if the PRO Housing grant funds are not disbursed. As shown in Exhibit 4 below, the HUD PRO Housing grant reflects at least half of all funding for Activities 1 and 2, and less than one-third of all funding for Activities 3 and 4. Including the \$1.0 million DOT grant, which was previously awarded to the SFMTA, federal funding reflects 47 percent of Activity 3 funding.

Exhibit 4: PRO Housing Grant Funding by Grant Activity

Grant Activity	HUD PRO Housing Grant	DOT Grant	City Funds and Other Grants	Total	% Federal Grant
<u>Activity 1</u> : Development Process Improvements to Unlock the Pipeline	\$2,893,324		\$2,341,855	\$5,235,179	55%
<u>Activity 2</u> : Affordable Housing Production, Preservation, and Stabilization	1,316,806		1,282,786	2,599,592	51%
<u>Activity 3</u> : Expand Housing Types, Esp. in High-Resourced Neighborhoods	1,558,257	1,000,000	2,924,118	5,482,375	47%
<u>Activity 4</u> : Streamlined Community Benefits in Priority Equity Geographies	1,121,672		2,366,868	3,488,540	32%
Activity 5: Grant Administration	109,940			109,940	100%
Total	\$7,000,000	\$1,000,000	\$9,915,626	\$16,915,626	47%

Source: Grant Application, Exhibit D

RECOMMENDATION

Approve the proposed resolution.

Item 5 File 25-0234	Department: City Planning
EXECUTIVE SUMMARY	
<p style="text-align: center;">Legislative Objectives</p> <ul style="list-style-type: none"> The proposed resolution would retroactively authorize the Planning Department to accept and expend a \$7,000,000 grant award from the U.S. Department of Housing and Urban Development's (HUD) Pathways to Removing Obstacles to Housing program for the period from January 22, 2025 through September 30, 2030 and approve the grant agreement. <p style="text-align: center;">Key Points</p> <ul style="list-style-type: none"> HUD provides grant funding to local governments to address local housing barriers (such as outdated land use policies and regulations and risks associated with a housing stock that is aging) through the Pathways to Removing Obstacles to Housing (PRO Housing) program. The Planning Department applied for \$7.0 million in grant funding in response to the August 2024 Round 2 Notice of Funding Opportunity (NOFO) for the program and received a notice of award in January 2025. The proposed grant would support process improvements to accelerate permitting timelines and improve consistency in the entitlement process, preservation of the City's Single Room Occupancy buildings and affordable housing development on sites owned by faith-based organizations, expansion of housing types (particularly in high-resourced neighborhoods), and development of a community benefits framework to determine how to address desired benefits in equity communities without increasing the cost of housing. <p style="text-align: center;">Fiscal Impact</p> <ul style="list-style-type: none"> Grant activities are funded by the proposed \$7.0 million HUD grant (41 percent), approximately \$7.8 million from the City's General Fund (46 percent), and other grants (13 percent). The HUD program does not require matching funds but awarded additional points to proposals that leverage other funding sources. The grant budget includes \$10.5 million for salaries and benefits for City staff, including \$3.9 million from the proposed grant, to support 7.0 to 8.0 FTE per year over the grant term. <p style="text-align: center;">Policy Consideration</p> <ul style="list-style-type: none"> Some of the activities include work that is ongoing or planned within City department programs and some of the activities are new and rely on the proposed grant funding, such as contracts with third-party firms for improved permitting systems. Such contracts would not be awarded if the grant funds were paused or cancelled, but staff supported work to improve workflows and use of existing systems would require additional General Fund support to backfill the lost revenues. <p style="text-align: center;">Recommendation</p> <ul style="list-style-type: none"> Approve the proposed resolution. 	

MANDATE STATEMENT

City Administrative Code Section 10.170-1 states that accepting federal, state, or third-party grant funds in the amount of \$100,000 or more, including any City matching funds required by the grant, is subject to Board of Supervisors approval.

City Charter Section 9.118(a) states that contracts entered into by a department, board, or commission that (i) have anticipated revenues of \$1 million or more, or (ii) have anticipated revenues of \$1 million or more and require modifications, are subject to Board of Supervisors approval.

BACKGROUND

The U.S. Department of Housing and Urban Development (HUD) provides grant funding to local governments to address local housing barriers (such as outdated land use policies and regulations and risks associated with a housing stock that is aging) through the Pathways to Removing Obstacles to Housing (PRO Housing) program. The Planning Department applied for \$2.0 million in grant funding as part of the Round 1 grant program but did not receive an award.¹ The Planning Department applied for \$7.0 million in grant funding in response to the August 2024 Round 2 Notice of Funding Opportunity (NOFO) for the program and received a notice of award in January 2025.

DETAILS OF PROPOSED LEGISLATION

The proposed resolution would retroactively authorize the Planning Department to accept and expend a \$7,000,000 grant award from the United States Department of Housing and Urban Development's Pathways to Removing Obstacles to Housing program for the period from January 22, 2025 through September 30, 2030 and approve the grant agreement.

The grant is retroactive because the Planning Department received notice of the award on January 24, 2025 (after the grant start date of January 22, 2025) and the proposed resolution was introduced on March 11, 2025.

Matching Funds

According to Round 2 NOFO, the program does not require matching funds but awarded a maximum of 10 points (out of 100 total points) to proposals that leverage other funding sources equal to at least 50 percent of the grant. The Planning Department's proposal included \$9.9 million in other funds equal to 142 percent of the \$7.0 million grant award and received the full

¹ According to the proposed resolution, the City appropriated \$2.0 million in FY 2024-25 for PRO Housing grant activities in anticipation of a Round 1 award, which the City did not receive.

10 points for leveraging other funds. As detailed in Exhibit 2 below, the \$9.9 million in other funds includes \$7.8 million from the City's General Fund and \$2.1 million from other grants.

Grant Activities

According to the Planning Department's application for grant funds. The grant and other city funds will support the following activities:

1. **Development process improvements** to accelerate permitting timelines and improve consistency in the entitlement process, including improvements to permitting systems, updates to technology, policy, and municipal codes, custom software to improve transparency and the applicant experience (such as an impact fee calculator, online application portal, and project review workspace for planners).
2. **Affordable housing production, preservation, and stabilization** activities to preserve the City's Single Room Occupancy (SRO) buildings and promote affordable housing development on sites owned by faith-based organizations, including a capital needs assessment of Single Room Occupancy (SRO) buildings and legislative changes and capital funding to replace or rehabilitate SROs; and trainings and permitting support for Faith Based Organizations.
3. **Expand housing types, particularly in high-resourced neighborhoods**, including development of pre-approved schematic designs for small-scale multi-family housing (two to nine units), updates to land use controls and tenant protections, and identification of publicly owned sites suitable for housing development.
4. **Prioritize community benefits in equity communities** to prevent displacement in low-income communities of color where most of the recent housing production has occurred and to ensure existing residents benefit from development. Specifically, this activity includes drafting and implementing a community benefits framework to assess existing requirements and use of fee revenues and determine how desired community benefits could be addressed; and development of policies and legislation to implement community benefits without increasing the cost of housing production and preservation.

Performance Goals

According to the NOFO, the Planning Department must comply with HUD reporting requirements, including submission of quarterly progress reports throughout the grant term. Exhibit 1 shown below shows potential performance goals for the grant activities according to the Planning Department's grant application.

Exhibit 1: Draft Performance Goals for Grant Activities

Measure	Goal
Average time to entitlement and time to building permit approval	Reduce by 50%
Number of faith-based organizations entering the training program	6 to 12 program participants
Number of affordable units entitled on faith-based land and percent located in high-resourced areas	At least 25-50% of affordable units located in high-resourced areas
Increased zoning capacity for homes in high-resourced areas (Number of new net units)	Capacity created for at least 36,200 additional units
Number and percent of homes entitled in high-resourced areas, both market rate and affordable	25-50% of affordable units located in high-resourced areas
Number and percent of homes built in priority equity geographies using streamlined community benefit legislation	Identification of community benefits priorities in 4 to 6 priority equity communities and adoption of objective standards and/or practices addressing priorities of each community

Source: Grant Application, Exhibit G

Grant activities and goals align with the City's policy goals in the Housing Element 2022 Update. The Board of Supervisors could request that the Planning Department report annually on the proposed grant performance measures during the department's budget presentation.

FISCAL IMPACT

Grant activities are funded by the proposed \$7.0 million HUD grant (41 percent), approximately \$7.8 million from the City's General Fund (46 percent), and other grants (13 percent). Exhibit 2 below shows the proposed grant budget.

Exhibit 2: Sources and Uses for Proposed Grant Activities

Sources	Amount	Percent
HUD PRO Housing Grant (Proposed Grant)	\$7,000,000	41.4%
City General Fund	7,752,626	45.8%
Metropolitan Transportation Commission (MTC) Grant ²	1,035,000	6.1%
U.S. Department of Transportation Grant (DOT) ³	1,000,000	5.9%
CA Department of Housing & Community Development (HCD) Grant ⁴	128,000	0.8%
Total Sources	\$16,915,626	100.0%
Uses		
Salaries	7,505,686	44.4%
Fringe Benefits	2,957,240	17.5%
Equipment	211,100	1.2%
Permit Technology System	211,100	
Consultants	700,000	4.1%
Process Improvement	350,000	
Architectural & Development Experts	200,000	
Financial Feasibility & Environmental Review	150,000	
Contracts and Sub-Grantees	4,758,000	28.1%
MTC Grant*	1,035,000	
DOT Grant*	1,000,000	
HCD REAP Grant*	128,000	
SRO Preservation Framework & Needs Assessment	275,000	
SRO Rehabilitation Fund	190,000	
Faith-Based Org Training Program	200,000	
Community Benefits	150,000	
Predevelopment Grant to Faith-Based Orgs	480,000	
Grants to CBOs for Community Benefit Workshops	300,000	
Priority Equity Geographies Fellowship Program & Community Engagement Fund	1,000,000	
Other Direct Costs	783,600	4.6%
Permit Streamlining Measures at 5 Key Permitting Agencies	750,000	
Fee-waivers for Interagency Project Review of Faith-Based Orgs	33,600	
Total Uses	\$16,915,626	100.0%

Source: Grant Budget

* According to Planning Department staff, other grants will likely fund other contracts related to the grant activities, but staff did not provide a breakdown of expenditures

² The MTC Priority Development Areas (PDA) Planning Grant provides funding for rezoning and land use policy amendments and affordable sites analysis.

The proposed grant, along with City sources and other grants, provide approximately \$10.5 million for salaries and benefits for City staff, which reflects 62 percent of the proposed budget. Over the five-year and eight-month term, the budget funds 40.07 full-time equivalent (FTE) positions cumulatively, or approximately 7.0 to 8.0 FTE annually, as shown in Exhibit 3 below. According to Planning Department staff, all positions are existing and none are currently vacant.

Exhibit 3: Total Staff Hours Over the Grant Period

Job Classification	Total Hours	Cumulative FTE
Planner I (5277)	2,080	1.00
Planner II (5278)	5,408	2.60
Planner III (5291)	15,080	7.25
Planner IV (5293)	13,104	6.30
Planner V (5283)	2,184	1.05
Manager IV (0932)	6,240	3.00
Manager V (0933)	6,240	3.00
Division Director (0953)	1,040	0.50
Sr. Community Development Specialist I (9774)	17,264	8.30
Sr. IS Business Analyst (1053)	987	0.47
Project Manager 1 (5502)	6,240	3.00
Project Manager 2 (5504)	1,248	0.60
Administrative Analyst (1822)	6,240	3.00
Total	83,355	40.07

Source: Grant Budget

POLICY CONSIDERATION

Federal Funding Disbursement

According to Planning Department staff, some of the activities include work that is currently ongoing or planned within City department programs and some of the activities are new activities and rely on the proposed grant funding. For example, contracts with third-party firms for improved permitting systems rely on grant funds. Such contracts would not be awarded if the grant funds were paused or cancelled. Staff supported work to improve workflows and use of

³ The DOT Build America Bureau Innovative Finance and Asset Concession Grant provides funding for technical assistance joint-development program with SFMTA. According to Planning Department staff this grant was awarded to SFMTA for its Joint Development Program, and the cooperative agreement was executed in December 2024.

⁴ The HCD Regional Early Action Planning (REAP) Grant provides funding for community stabilization activities in priority equity geographies.

existing systems is matched with funding from the General Fund and could continue without grant funds.

Based on the grant budget, Activities 1 and 2 would be more greatly impacted than Activities 3 and 4 if the PRO Housing grant funds are not disbursed. As shown in Exhibit 4 below, the HUD PRO Housing grant reflects at least half of all funding for Activities 1 and 2, and less than one-third of all funding for Activities 3 and 4. Including the \$1.0 million DOT grant, which was previously awarded to the SFMTA, federal funding reflects 47 percent of Activity 3 funding.

Exhibit 4: PRO Housing Grant Funding by Grant Activity

Grant Activity	HUD PRO Housing Grant	DOT Grant	City Funds and Other Grants	Total	% Federal Grant
<u>Activity 1</u> : Development Process Improvements to Unlock the Pipeline	\$2,893,324		\$2,341,855	\$5,235,179	55%
<u>Activity 2</u> : Affordable Housing Production, Preservation, and Stabilization	1,316,806		1,282,786	2,599,592	51%
<u>Activity 3</u> : Expand Housing Types, Esp. in High-Resourced Neighborhoods	1,558,257	1,000,000	2,924,118	5,482,375	47%
<u>Activity 4</u> : Streamlined Community Benefits in Priority Equity Geographies	1,121,672		2,366,868	3,488,540	32%
Activity 5: Grant Administration	109,940			109,940	100%
Total	\$7,000,000	\$1,000,000	\$9,915,626	\$16,915,626	47%

Source: Grant Application, Exhibit D

RECOMMENDATION

Approve the proposed resolution.

File Number: 250234
(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: FY24 Pathways to Removing Obstacles to Housing (PRO Housing)
2. Department: San Francisco Planning Department (CPC)
3. Contact Person: Bianca Chui Telephone: (628) 652-7321
4. Grant Approval Status (check one):
☒ [X] Approved by funding agency ☐ [] Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$7,000,000
6. a. Matching Funds Required: \$9,915,627
b. Source(s) of matching funds (if applicable): General Fund
7. a. Grant Source Agency: U.S. Department of Housing and Urban Development (HUD)
b. Grant Pass-Through Agency (if applicable):
8. Proposed Grant Project Summary: The grant aims to address barriers to housing production and preservation by funding planning and policy development, infrastructure, and other housing-related activities under the FY24 Pathways to Removing Obstacles to Housing (PRO Housing) program.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: 1/22/2025 End-Date: 9/30/2030
10. a. Amount budgeted for contractual services: \$4,758,000
b. Will contractual services be put out to bid? yes
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? yes
d. Is this likely to be a one-time or ongoing request for contracting out? One-time
11. a. Does the budget include indirect costs?
☐ [] Yes ☒ [X] No
b. 1. If yes, how much? \$
b. 2. How was the amount calculated?
c. 1. If no, why are indirect costs not included?
☐ [] Not allowed by granting agency ☒ [X] To maximize use of grant funds on direct services
☐ [] Other (please explain):
c. 2. If no indirect costs are included, what would have been the indirect costs?
12. Any other significant grant requirements or comments:

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

Candace SooHoo
(Name)

Operations & Digital Communications Manager, ADA Coordinator at San Francisco Planning
(Title)

Date Reviewed: January 27, 2025


(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Rich Hillis
(Name)

Director of Planning
(Title)

Date Reviewed: January 29, 2025


(Signature Required)

Funding Approval/Agreement

Title I of the Housing and Community
Development Act (Public Law 930383)
HI-00515R of 20515R



U.S. Department of Housing and Urban Development

Office of Community Planning and Development
Community Development Block Grant Program

OMB Approval No. 2506-0193
exp 1/31/2025

1. Name of Grantee (as shown in item 5 of Standard Form 424) City and County of San Francisco	3a. Grantee's 9-digit Tax ID Number 94-6000417	3b. Grantee's 9-digit DUNS Number CK7BAVKBDW28 (UEI)
2. Grantee's Complete Address (as shown in item 5 of Standard Form 424) 49 South Van Ness Avenue Suite 1400 San Francisco, CA 94103	4. Date use of funds may begin 1/22/2025	
	5a. Project/Grant No. 1 B-24-PH-06-0003	6a. Amount Approved \$7,000,000.00 (by this action)
	5b. Project/Grant No. 2	6b. Amount Approved

Grant Agreement: This Grant Agreement between the Department of Housing and Urban Development (HUD) and the above named Grantee is made pursuant to the authority of Title I of the Housing and Community Development Act of 1974, as amended, (42 USC 5301 et seq.). The Grantee's submissions for Title I assistance, the HUD regulations at 24 CFR Part 570 (as now in effect and as may be amended from time to time), and this Funding Approval, including any additional and/or special conditions, constitute part of the Agreement. Subject to the provisions of this Grant Agreement, HUD will make the funding assistance specified here available to the Grantee upon execution of the Agreement by the parties. The funding assistance specified in the Funding Approval may be used to pay costs incurred after the date specified in item 4 above provided the activities to which such costs are related are carried out in compliance with all applicable requirements. Pre-agreement costs may not be paid with funding assistance specified here unless they are authorized in HUD regulations or approved by waiver and listed in the additional and/or special conditions to the Funding Approval. The Grantee agrees to assume all of the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to Section 104(g) of Title I and published in 24 CFR Part 58. The Grantee further acknowledges its responsibility for adherence to the Agreement by sub-recipient entities to which it makes funding assistance hereunder available.

U.S. Department of Housing and Urban Development (By Name) Rebecca Blanco		Grantee Name (Contractual Organization) City and County of San Francisco	
Title CPD Director		Title Director of Planning	
Signature Signed by:  X <u>3EF89C1672E84CB...</u>	Date (mm/dd/yyyy) 1/22/2025	Signature  X _____	Date (mm/dd/yyyy) 1/29/2025

7. Category of Title Assistance for this Funding Action: CDBG Pathways to Removing Obstacles to Housing (Public Law 118-42)	8. Additional/Special Conditions (check one) <input type="checkbox"/> None <input checked="" type="checkbox"/> Attached	9a. Date HUD Received Submission (mm/dd/yyyy)		10. check one <input checked="" type="checkbox"/> a. Orig. Funding Approval <input type="checkbox"/> b. Amendment Amendment Number
		9b. Date Grantee Notified (mm/dd/yyyy)		
		9c. Date of Start of Program Year N/A		
	11. Amount of Community Development Block Grant			
	a. Funds Reserved for this Grantee		FY 2024	
b. Funds now being Approved		\$7,000,000.00		
c. Reservation to be Cancelled (11a minus 11b)				

12a. Amount of Loan Guarantee Commitment now being Approved N/A	12b. Name and complete Address of Public Agency
Loan Guarantee Acceptance Provisions for Designated Agencies: The public agency hereby accepts the Grant Agreement executed by the Department of Housing and Urban Development on the above date with respect to the above grant number(s) as Grantee designated to receive loan guarantee assistance, and agrees to comply with the terms and conditions of the Agreement, applicable regulations, and other requirements of HUD now or hereafter in effect, pertaining to the assistance provided it.	12c. Name of Authorized Official for Designated Public Agency
	Title
	Signature X

HUD Accounting use Only

Batch	TAC	Program	Y	A	Reg	Area	Document No.	Project Number	Category	Amount	Effective Date (mm/dd/yyyy)	F
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			Y					Project Number		Amount		
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Date Entered PAS (mm/dd/yyyy)	Date Entered LOCCS (mm/dd/yyyy)						Batch Number		Transaction Code	Entered By	Verified By	

8. Additional Requirements.

- (a) These additional requirements are attached to the Funding Approval/Agreement (form HUD-7082) (the “Agreement”) between HUD and the Grantee for grant number B-24-PH-06-0003 and apply to all grantees receiving funds appropriated under Public Law 118-42 as part of the Pathways to Removing Obstacles to Housing (PRO Housing) program. By signing the Agreement, the Grantee agrees to these additional requirements on the use of this PRO Housing grant, as may be amended from time to time by the Secretary.
- (b) The submissions for assistance incorporated into the Agreement include the Grantee’s PRO Housing action plan(s) and amendments, including the certifications, assurances, and any documentation the Grantee is required to submit for the award. Until grant closeout, the Grantee must continue to adhere to its submissions, unless amended in accordance with PRO Housing requirements.
- (c) The requirement of the Agreement to comply with the Housing and Community Development Act of 1974, as amended, and the requirements at 24 CFR part 570 are modified to incorporate the requirements of the Consolidated Appropriations Act, 2024 (Public Law 118-42) and the FY24 Pathways to Removing Obstacles to Housing (PRO Housing) Notice of Funding Opportunity (NOFO) FR-6800-N-98, (as now in effect and as may be modified from time to time). The Grantee agrees to comply with the NOFO, and any future Federal Register notices published by HUD that apply to PRO Housing under Public Law 118-42. Future Federal Register notices will apply prospectively from their applicability date, and to costs reimbursed from the grant after their applicability date, as provided in the notices and in 8.(d).
- (d) The period of performance and single budget period for the Funding Assistance shall each begin on the date specified in item 4 and shall each end on September 30, 2030. The Grantee shall not incur any obligations to be paid with such assistance after September 30, 2030.
- (e) Any program income received before or after closeout of the grant is treated as additional PRO Housing grant funds, subject to the requirements of the FY24 PRO Housing NOFO, and must be used in accordance with the Grantee’s PRO Housing Action Plan. Except as amended by the FY24 PRO Housing NOFO, a grantee that is a local government, multijurisdictional entity or metropolitan planning organization shall comply with regulatory provisions at 24 CFR part 570 subparts A, C, D, J, K, and O, and a grantee that is a State shall comply with regulatory provisions at 24 CFR part 570 subpart I. To the maximum extent feasible, program income shall be used or distributed before additional withdrawals from the U.S. Treasury are made, except as provided in the FY24 PRO Housing NOFO.

- (f) The Grantee must use the Grant Funds only for costs (including indirect costs) that meet the applicable requirements in 2 CFR part 200 (including appendices). The Grantee's indirect cost rate information is as provided in Addendum #1 to this Agreement. The Grantee must immediately notify HUD upon any change in the Grantee's indirect cost rate, so that HUD can amend the Agreement to reflect the change if necessary.
- (g) In addition to the conditions contained on form HUD 7082, the grantee shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Dun and Bradstreet Data Universal Numbering System (DUNS); the System for Award Management (SAM.gov.); the Federal Funding Accountability and Transparency Act as provided in 2 CFR part 25, Universal Identifier and General Contractor Registration; and 2 CFR part 170, Reporting Subaward and Executive Compensation Information.
- (h) The grantee shall ensure that no PRO Housing funds are used to support any Federal, State, or local projects that seek to use the power of eminent domain, unless eminent domain is employed only for a public use. For the purposes of this requirement, public use shall not be construed to include economic development that primarily benefits private entities. Any use of funds for mass transit, railroad, airport, seaport or highway projects as well as utility projects which benefit or serve the general public (including energy-related, communication-related, water- related and wastewater-related infrastructure), other structures designated for use by the general public or which have other common-carrier or public-utility functions that serve the general public and are subject to regulation and oversight by the government, and projects for the removal of an immediate threat to public health and safety or brownfield as defined in the Small Business Liability Relief and Brownfields Revitalization Act (Public Law 107-118) shall be considered a public use for purposes of eminent domain.
- (i) The Grantee or other entity that directly or indirectly receives PRO Housing funds may not sell, trade, or otherwise transfer all or any such portion of such funds to another such entity in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under title I of the Act or the FY24 PRO Housing NOFO.
- (j) E.O. 12372-Special Contract Condition - Notwithstanding any other provision of this agreement, no funds provided under this agreement may be obligated or expended for the planning or construction of water or sewer facilities until receipt of written notification from HUD of the release of funds on completion of the review procedures required under Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs, and HUD's implementing regulations at 24 CFR Part 52. The recipient shall also complete the review procedures required under E.O. 12372 and 24 CFR Part 52 and receive written notification from HUD of the release of funds before obligating or expending

any funds provided under this agreement for any new or revised activity for the planning or construction of water or sewer facilities not previously reviewed under E.O. 12372 and implementing regulations.

- (k) PRO Housing funds may not be provided to a for-profit entity pursuant to section 105(a)(17) of the Act unless such activity or project has been evaluated and selected in accordance with Appendix A to 24 CFR 570 - “Guidelines and Objectives for Evaluating Project Costs and Financial Requirements.” (Source - P.L. 113-235, Consolidated and Further Continuing Appropriations Act, 2015, Division K, Title II, Community Development Fund).
- (l) The Grantee must comply with the requirements of the Build America, Buy America (BABA) Act, 41 USC 8301 note, and all applicable rules and notices, as may be amended, if applicable to the Grantee’s infrastructure project. Pursuant to HUD’s Notice, “Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance” (88 FR 17001), any funds obligated by HUD on or after the applicable listed effective dates, are subject to BABA requirements, unless excepted by a waiver.
- (m) Waste, Fraud, Abuse, and Whistleblower Protections. Any person who becomes aware of the existence or apparent existence of fraud, waste or abuse of any HUD award must report such incidents to both the HUD official responsible for the award and to HUD’s Office of Inspector General (OIG). HUD OIG is available to receive allegations of fraud, waste, and abuse related to HUD programs via its hotline number (1-800-347-3735) and its online hotline form. You must comply with 41 U.S.C. § 4712, which includes informing your employees in writing of their rights and remedies, in the predominant native language of the workforce. Under 41 U.S.C. § 4712, employees of a government contractor, subcontractor, grantee, and subgrantee—as well as a personal services contractor—who make a protected disclosure about a Federal grant or contract cannot be discharged, demoted, or otherwise discriminated against as long as they reasonably believe the information they disclose is evidence of:
 1. Gross mismanagement of a Federal contract or grant;
 2. Waste of Federal funds;
 3. Abuse of authority relating to a Federal contract or grant;
 4. Substantial and specific danger to public health and safety; or
 5. Violations of law, rule, or regulation related to a Federal contract or grant.

Addendum # 1 to Agreement B-24-PH-06-0003
Grantee Indirect Cost Rate(s)

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


- ☒ Will not use an indirect cost rate to calculate and charge indirect costs under the grant.
- ☐ Will calculate and charge indirect costs under the grant by applying a *de minimis* rate as provided by 2 CFR 200.414(f), as may be amended from time to time.
- ☐ Will calculate and charge indirect costs under the grant using the indirect cost rate(s) listed below, and each rate listed is included in an indirect cost rate proposal developed in accordance with the applicable appendix to 2 CFR part 200 and, *if required*, was approved by the cognizant agency for indirect costs.

Agency/department/major function	Indirect cost rate	Type of Direct Cost Base
	%	
	%	
	%	

Name of Authorized Official:

Rich Hillis, Director, San Francisco Planning Department

Signature:

X 

Date

(mm/dd/yyyy):

Title:

Director, San Francisco Planning Dept

01/29/2025

Instructions for the Grantee's Authorized Representative:

You must mark the one (and only one) checkbox above that best reflects how the Grantee's indirect costs will be calculated and charged under the grant. Do not include indirect cost rate information for subrecipients.

The table following the third box must be completed only if that box is checked. When listing a rate in the table, enter both the percentage amount (e.g., 15%) and the type of direct cost base to be used. For example, if the direct cost base used for calculating indirect costs is Modified Total Direct Costs, then enter "MTDC" in the "Type of Direct Cost Base" column.

If using the Simplified Allocation Method for indirect costs, enter the applicable indirect cost rate and type of direct cost base in the first row of the table.

If using the Multiple Allocation Base Method, enter each major function of the organization for which a rate was developed and will be used under the grant, the indirect cost rate applicable to that major function, and the type of direct cost base to which the rate will be applied.

If the Grantee is a government and more than one agency or department will carry out activities under the grant, enter each agency or department that will carry out activities under the grant, the indirect cost rate(s) for that agency or department, and the type of direct cost base to which each rate will be applied.

To learn more about the indirect cost requirements, see 2 CFR part 200, subpart E and Appendix VII to Part 200 (for state and local government and Indian Tribes).



HUD PRO Housing Grant: San Francisco Housing Element Implementa



San Francisco
Planning

Rachael Tanner
Citywide Planning
Director

Lisa Chen
Principal Planner

Budget & Finance
Committee
April 23, 2025

PRO Housing Grant: Background



- HUD's Pathways to Removing Obstacles to Housing (PRO Housing) grant supports communities to remove barriers to affordable housing production & preservation while preventing displacement.
- Round 2: Jurisdictions were eligible to apply for **\$1 million to \$7 million** grant to fund activities from February 2025 to September 2030.
- **San Francisco was awarded \$7 million** and was one of 18 communities selected (out of 200+ applicants).

San Francisco's Vision: Housing Element Implementation

PRO Housing grant will advance strategic Housing Element policies through the following :



ACTIVITY 1

Development Process
Improvements to Unlock
the Pipeline



ACTIVITY 2

Affordable Housing
Production, Preservation
& Stabilization



ACTIVITY 3

Expand Housing
Typologies, Especially in
High-Resourced
Neighborhoods



ACTIVITY 4

Prioritize Community
Benefits in Equity
Communities

ACTIVITY 1: Development Process Improvements to Unlock the Pipeline



\$2.84mn in PRO Housing funds will support:

- **Implement actions to move the pipeline** of 56,000 units, 24% of which are affordable (13,000 units).
 - **Hire staff** to implement findings of One City Action Plan, particularly to address post entitlement processing.
 - **Develop custom software solutions** to increase transparency, expand staff capacity, improve applicant experience

ACTIVITY 2: Affordable Housing Production, Preservation, and Stabilization

Park Presidio United Methodist



\$1.32mn in PRO Housing funds will support:

- **SingleRoom Occupancy (SRO) Preservation:**
 - Conduct ~~needs assessment~~ of buildings and develop a strategy for future investment
 - Secure ~~additional funding~~ to to rehabilitate or ~~replace~~ buildings
- **Religious sites for affordable housing:**
 - Training ~~program~~ for religious institutions interested in building affordable housing
 - Administer ~~mini-grants~~ for predevelopment costs & proposal development

ACTIVITY 3: Expand Housing Typologies, Especially in High Opportunity Neig

1 StanyanStreet



\$1.56mn in PRO Housing funds will support:

- **Missing middle:** Develop pre-approved designs of small multifamily types and analyze financial barriers.
- **Update land use controls:** remove zoning barriers to affordable housing; develop citywide Tenant Protections Ordinance.
- **Identify public sites:** suitable for housing and initiate planning and predevelopment process on key sites, including SFMTA land.

ACTIVITY 4: Prioritize Community Benefits in Equity Communities



\$1.12mn in PRO Housing funds will support:

- Implement **community-led processes** to support housing with community benefits in Priority Equity Geographies:
 - Draft **Community Benefits Framework** and Housing Leader Engagement to support housing affordability
 - Community Benefits Implementation Strategy report and legislation

San Francisco's Awarded Budget

GRANT ACTIVITY	PRO Housing Grant Funds	Leverage Funds (Local Match)	Total
1. Development Process Improvements to Unlock the Pipeline	\$2,839,324	\$2,341,855	\$5,235,179
2. Affordable Housing Production, Preservation, and Stabilization	\$1,316,806	\$1,282,780	\$2,599,590
3. Expand Housing Types, Esp. in High Resource Neighborhoods	\$1,558,257	\$3,294,118	\$5,482,375
4. Prioritizing Community Benefits in Equity Communities	\$1,121,672	\$2,366,868	\$3,488,540
5. Grant Administration	\$109,940	\$0	\$109,940
TOTAL	\$7,000,000	\$9,915,621	\$16,915,621



San Francisco
Planning

Grant Application Detailed Budget Worksheet

OMB Approval No. 2501-0017
Expiration: 10/31/2026

Applicant Name:	City and County of San Francisco
Applicant Address:	San Francisco Planning Department
	49 South Van Ness
	Suite 1400
	San Francisco, CA 94103

Category				Detailed Description of Budget (for full grant period)							
	Estimated Hours	Rate per Hour	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
1. Personnel (Direct Labor)											
Planner I (5277)	2,080	\$59.20	\$123,130	\$0	\$123,130	\$0	\$0	\$0	\$0	\$0	\$0
Planner II (5278)	5,408	\$71.95	\$389,123	\$164,629	\$224,494	\$0	\$0	\$0	\$0	\$0	\$0
Planner III (5291)	15,080	\$85.39	\$1,287,684	\$488,432	\$799,252	\$0	\$0	\$0	\$0	\$0	\$0
Planner IV (5293)	13,104	\$101.24	\$1,326,677	\$221,113	\$1,105,564	\$0	\$0	\$0	\$0	\$0	\$0
Planner V (5283)	2,184	\$120.13	\$262,360	\$0	\$262,360	\$0	\$0	\$0	\$0	\$0	\$0
Manager IV (0932)	6,240	\$90.46	\$564,498	\$0	\$564,498	\$0	\$0	\$0	\$0	\$0	\$0
Manager V (0933)	6,240	\$126.19	\$787,407	\$0	\$787,407	\$0	\$0	\$0	\$0	\$0	\$0
Division Director (0953)	1,040	\$136.99	\$142,474	\$0	\$142,474	\$0	\$0	\$0	\$0	\$0	\$0
Sr. Community Development Specialist I (9774)	17,264	\$77.22	\$1,333,066	\$642,441	\$690,624	\$0	\$0	\$0	\$0	\$0	\$0
IS Business Analyst - Senior (1053)	987	\$79.91	\$78,867	\$78,867	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Manager 1 (5502)	6,240	\$108.13	\$674,710	\$674,710	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Manager 2 (5504)	1,248	\$125.18	\$156,219	\$156,219	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Analyst (1822)	6,240	\$60.81	\$379,472	\$379,472	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Direct Labor Cost			\$7,505,686	\$2,805,882	\$4,699,804	\$0	\$0	\$0	\$0	\$0	\$0
2. Fringe Benefits											
	Rate (%)	Base	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
Planner I (5277)	39.4%	\$123,130	\$48,513	\$0	\$48,513	\$0	\$0	\$0	\$0	\$0	\$0
Planner II (5278)	39.4%	\$389,123	\$153,314	\$64,864	\$88,451	\$0	\$0	\$0	\$0	\$0	\$0
Planner III (5291)	39.4%	\$1,287,684	\$507,347	\$192,442	\$314,905	\$0	\$0	\$0	\$0	\$0	\$0
Planner IV (5293)	39.4%	\$1,326,677	\$522,711	\$87,118	\$435,592	\$0	\$0	\$0	\$0	\$0	\$0
Planner V (5283)	39.4%	\$262,360	\$103,370	\$0	\$103,370	\$0	\$0	\$0	\$0	\$0	\$0
Manager IV (0932)	39.4%	\$564,498	\$222,412	\$0	\$222,412	\$0	\$0	\$0	\$0	\$0	\$0
Manager V (0933)	39.4%	\$787,407	\$310,238	\$0	\$310,238	\$0	\$0	\$0	\$0	\$0	\$0
Division Director (0953)	39.4%	\$142,474	\$56,135	\$0	\$56,135	\$0	\$0	\$0	\$0	\$0	\$0
Sr. Community Development Specialist I (9774)	39.4%	\$1,333,066	\$525,228	\$253,122	\$272,106	\$0	\$0	\$0	\$0	\$0	\$0
IS Business Analyst - Senior (1053)	39.4%	\$78,867	\$31,073	\$31,073	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Manager 1 (5502)	39.4%	\$674,710	\$265,836	\$265,836	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Manager 2 (5504)	39.4%	\$156,219	\$61,550	\$61,550	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Analyst (1822)	39.4%	\$379,472	\$149,512	\$149,512	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Fringe Benefits Cost			\$2,957,240	\$1,105,518	\$1,851,723	\$0	\$0	\$0	\$0	\$0	\$0

Grant Application Detailed Budget Worksheet

OMB Approval No. 2501-0017
Expiration: 10/31/2026

Applicant Name: City and County of San Francisco												
3. Travel												
3a. Transportation - Local Private Vehicle	Mileage	Rate per Mile	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Subtotal - Trans - Local Private Vehicle												
3b. Transportation - Airfare (show destination)	Trips	Fare	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Subtotal - Transportation - Airfare												
3c. Transportation - Other	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Subtotal - Transportation - Other												
3d. Per Diem or Subsistence (indicate location)	Days	Rate per Day	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Subtotal - Per Diem or Subsistence												
Total Travel Cost												
4. Equipment (Only items over \$5,000 Depreciated value)	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Permit Technology System (Activity 1.2) - Infilla	1	\$211,100	\$211,100	\$200,000	\$11,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Equipment Cost			\$211,100	\$200,000	\$11,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Grant Application Detailed Budget Worksheet

OMB Approval No. 2501-0017
Expiration: 10/31/2026

Applicant Name: City and County of San Francisco												
5. Supplies and Materials (Items under \$5,000 Depreciated Value)												
5a. Consumable Supplies	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Subtotal - Consumable Supplies												
5b. Non-Consumable Materials	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Subtotal - Non-Consumable Materials												
Total Supplies and Materials Cost												
6. Consultants (Type)	Days	Rate per Day	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Process Improvement (Activity 1.1)	200	\$2,000	\$350,000	\$350,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Architectural & development experts (Activity 3.1)	125	\$2,000	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Financial feasibility and environmental review	100	\$2,000	\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total Consultants Cost			\$700,000	\$700,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
7. Contracts and Sub-Grantees (List individually)												
7a. Contracts	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Metropolitan Transportation Commission PDA Grant (Activity 2.2, 3.2) - Matching funds	1	\$1,035,000	\$1,035,000	\$0	\$1,035,000	\$0	\$0	\$0	\$0	\$0	\$0	
Department of Transportation Grant (Activity 3.3) - Matching funds	1	\$1,000,000	\$1,000,000	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	
Metropolitan Transportation Commission REAP Grant (Activity 4) - Matching funds	1	\$128,000	\$128,000	\$0	\$128,000	\$0	\$0	\$0	\$0	\$0	\$0	
SRO Preservation Framework & Needs Assessment (Activity 2.1)	1	\$275,000	\$275,000	\$275,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
SRO Rehabilitation Fund - Department budget (Activity 2.1)	1	\$190,000	\$190,000	\$0	\$190,000	\$0	\$0	\$0	\$0	\$0	\$0	
Faith-Based Org. training program (Activity 2.2)	1	\$200,000	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Community benefits - communications materials, affordable developer workshops	1	\$150,000	\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Subtotal - Contracts			\$2,978,000	\$625,000	\$2,353,000	\$0	\$0	\$0	\$0	\$0	\$0	
7b. Sub-Grantees (List individually)	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Predevelopment grant to Faith-Based Orgs. (Activity 2.2)	12	\$40,000	\$480,000	\$480,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Grants to CBOs in priority equity geographies to lead community benefit workshops (Activity 4.2)	6	\$50,000	\$300,000	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Priority Equity Geographies fellowship program & community engagement fund (Activity 4)	1	\$1,000,000	\$1,000,000	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	
Subtotal - Sub-Grantees			\$1,780,000	\$780,000	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	
Total Contracts and Sub-Grantees Cost			\$4,758,000	\$1,405,000	\$3,353,000	\$0	\$0	\$0	\$0	\$0	\$0	

Grant Application Detailed Budget Worksheet

OMB Approval No. 2501-0017
Expiration: 10/31/2026

Applicant Name: City and County of San Francisco											
8. Construction Costs											
	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
8a. Administrative and legal expenses											
Permit streamlining measures at 5 key permitting agencies (Activity 1.1)	5	\$150,000	\$750,000	\$750,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fee-waivers for interagency project review of Faith-Based Orgs (Activity 2.2)	18	\$1,867	\$33,600	\$33,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal - Administrative and legal expenses			\$783,600	\$783,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8b. Land, structures, rights-of way, appraisal, etc											
Subtotal - Land, structures, rights-of way, ...											
8c. Relocation expenses and payments											
Subtotal - Relocation expenses and payments											
8d. Architectural and engineering fees											
Subtotal - Architectural and engineering fees											
8e. Other architectural and engineering fees											
Subtotal - Other architectural and engineering fees											
8f. Project inspection fees											
Subtotal - Project inspection fees											

Grant Application Detailed Budget Worksheet

OMB Approval No. 2501-0017
Expiration: 10/31/2026

Applicant Name: City and County of San Francisco											
	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
8g. Site work											
Subtotal - Site work											
8h. Demolition and removal											
Subtotal - Demolition and removal											
8i. Construction											
Subtotal - Construction											
8j. Equipment											
Subtotal - Equipment											
8k. Contingencies											
Subtotal - Contingencies											
8l. Miscellaneous											
Subtotal - Miscellaneous											
Total Construction Costs											

Grant Application Detailed Budget Worksheet OMB Approval No. 2501-0017
Expiration: 1/31/2026

OMB Approval No. 2501-0017
Expiration: 1/31/2026

[illegible]

Grant Application Detailed Budget WorksheetOMB Approval No. 2501-0017
Expiration: 1/31/2026

Detailed Description of Budget		
Analysis of Total Estimated Costs		Estimated Cost
		Percent of Total
1	Personnel (Direct Labor)	\$7,505,686
2	Fringe Benefits	\$2,957,240
3	Travel	\$0
4	Equipment	\$211,100
5	Supplies and Materials	\$0
6	Consultants	\$700,000
7	Contracts and Sub-Grantees	\$4,758,000
8	Construction	\$0
9	Other Direct Costs	\$783,600
10	Indirect Costs	\$0
	Total:	\$16,915,626
	Federal Share:	\$7,000,000
	Match (Expressed as a percentage of the Federal Share):	\$9,915,627
		141.7%

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

10/15/2024

4. Applicant Identifier:

CA

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City and County of San Francisco

* b. Employer/Taxpayer Identification Number (EIN/TIN):

94-600417

* c. UEI:

CK7BAVKBDW28

d. Address:

* Street1: 49 South Van Ness Avenue

Street2: Suite 1400

* City: San Francisco

County/Parish: San Francisco

* State: CA: California

Province:

* Country: USA: UNITED STATES

* Zip / Postal Code: 94103-3786

e. Organizational Unit:

Department Name:

San Francisco Planning Dept.

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Rich

Middle Name:

* Last Name: Hillis

Suffix:

Title: Director

Organizational Affiliation:

San Francisco Planning Department

* Telephone Number: 628-652-7411

Fax Number:

* Email: rich.hillis@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:

Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.023

CFDA Title:

Community Development Block Grant- PRO Housing Competition

* 12. Funding Opportunity Number:

FR-6800-N-98

* Title:

FY24 Pathways to Removing Obstacles to Housing (PRO Housing)

13. Competition Identification Number:

FR-6800-N-98

Title:

FY24 Pathways to Removing Obstacles to Housing (PRO Housing)

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

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

City and County of San Francisco PRO Housing Application

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 * b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="7,000,000.00"/>
* b. Applicant	<input type="text" value="7,752,627.00"/>
* c. State	<input type="text" value="128,000.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="2,035,000.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="16,915,627.00"/>

*** 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 18, 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: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing
and Urban Development

OMB Number: 2501-0017
Expiration Date: 01/31/2026

Applicant/Recipient Information

* UEI Number:

CK7BAVKBDW28

* Report Type:

INITIAL

1. Applicant/Recipient Name, Address, and Phone (include area code):

* Applicant Name: City and County of San Francisco

* Street1: 49 South Van Ness Avenue

Street2: Suite 1400

* City: San Francisco

County: San Francisco

* State: CA: California

* Zip Code: 94103-3786

* Country: USA: UNITED STATES

* Phone: 628-652-7411

2. Employer ID Number (do not include individual social security numbers): 94-600417

* 3. HUD Program Name:

Community Development Block Grant- PRO Housing Competition

* 4. Amount of HUD Assistance Requested/Received: \$ 7,000,000.00

5. State the name and location (street address, City and State) of the project or activity:

* Project Name: City and County of San Francisco PRO Housing Application

* Street1: 49 South Van Ness Avenue

Street2:

* City: San Francisco

County: San Francisco

* State: CA: California

* Zip Code: 94103-3786

* Country: USA: UNITED STATES

Part I Threshold Determinations

* 1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. For further information see 24 CFR Sec. 4.3.

☒ Yes

☐ No

* 2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1-Sep. 30)? For further information, see 24 CFR 4.9.

☐ Yes

☒ No

If you answered "No" to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form. However, you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name:

* Government Agency Name:

Government Agency Address:

* Street1:

Street2:

* City:

County:

* State:

* Zip Code:

* Country:

* Type of Assistance:

* Amount Requested/Provided: \$

* Expected Uses of the Funds:

Department/State/Local Agency Name:

* Government Agency Name:

Government Agency Address:

* Street1:

Street2:

* City:

County:

* State:

* Zip Code:

* Country:

* Type of Assistance:

* Amount Requested/Provided: \$

* Expected Uses of the Funds:

Note: Use additional pages if necessary.

[Add Attachment](#)

[Delete Attachment](#)

[View Attachment](#)

Part III Interested Parties. You must disclose:

1. All developers, contractors, or consultants involved in the application for assistance or in the planning, development, or implementation of the project or activity.

* Alphabetical list of all persons with a reportable financial interest in the project or activity (for individuals, give the last name first)

* Unique Entity ID

* Type of Participation in Project/Activity

* Financial Interest in Project/Activity (\$ and %)

			\$			%
			\$			%
			\$			%
			\$			%
			\$			%

2. Any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

* Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)

City of Residence

* Type of Participation in Project/Activity

* Financial Interest in Project/Activity (\$ and %)

			\$			%
			\$			%
			\$			%
			\$			%
			\$			%

Note: Use additional pages if necessary.

Add Attachment

Delete Attachment

View Attachment

Certification

I/We, the undersigned, certify under penalty of perjury that the information provided above is true, correct, and accurate.

Warning: If you knowingly make a false statement on this form, you may be subject to criminal and/or civil penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

* Signature:

* Date: (mm/dd/yyyy)

Kris Romasanta

10/15/2024

Instructions

Overview.

A. Coverage. You must complete this report if:

- (1) You are applying for assistance from HUD for a specific project or activity **and** you have received, or expect to receive, assistance from HUD in excess of \$200,000 during the fiscal year;
- (2) You are updating a prior report as discussed below; or
- (3) You are submitting an application for assistance to an entity other than HUD, a State or local government if the application is required by statute or regulation to be submitted to HUD for approval or for any other purpose.

B. Update reports (filed by "Recipients" of HUD Assistance):

General. All recipients of covered assistance must submit update reports to the Department to reflect substantial changes to the initial applicant disclosure reports.

Line-by-Line Instructions.

Applicant/Recipient Information.

All applicants for HUD competitive assistance, must complete the information required in blocks 1-5 of form HUD-2880:

1. Enter the full name, address, city, State, zip code, and telephone number (including area code) of the applicant/recipient. Where the applicant/recipient is an individual, the last name, first name, and middle initial must be entered.
2. Entry of the applicant/recipient's EIN, as appropriate, is optional. Individuals must not include social security numbers on this form.
3. Applicants enter the HUD program name under which the assistance is being requested.
4. Applicants enter the amount of HUD assistance that is being requested. Recipients enter the amount of HUD assistance that has been provided and to which the update report relates. The amounts are those stated in the application or award documentation. **NOTE:** In the case of assistance that is provided pursuant to contract over a period of time (such as project-based assistance under section 8 of the United States Housing Act of 1937), the amount of assistance to be reported includes all amounts that are to be provided over the term of the contract, irrespective of when they are to be received.
5. Applicants enter the name and full address of the project or activity for which the HUD assistance is sought. Recipients enter the name and full address of the HUD-assisted project or activity to which the update report relates. The most appropriate government identifying number must be used (e.g., RFP No.; IFB No.; grant announcement No.; or contract, grant, or loan No.) Include prefixes.

Part I. Threshold Determinations - Applicants Only

Part I contains information to help the applicant determine whether the remainder of the form must be completed. Recipients filing Update Reports should not complete this Part.

If the answer to **either** questions 1 or 2 is No, the applicant need not complete Parts II and III of the report but must sign the certification at the end of the form.

Part II. Other Government Assistance and Expected Sources and Uses of Funds.

A. Other Government Assistance. This Part is to be completed by both applicants and recipients for assistance and recipients filing update reports. Applicants and recipients must report any other government assistance involved in the project or activity for which assistance is sought. Applicants and recipients must report any other government assistance involved in the project or activity. Other government assistance is defined in note 4 on the last page. For purposes of this definition, other government assistance is expected to be made available if, based on an assessment of all the circumstances involved, there are reasonable grounds to anticipate that the assistance will be forthcoming.

Both applicant and recipient disclosures must include all other government assistance involved with the HUD assistance, as well as any other government assistance that was made available before the request, but that has continuing vitality at the time of the request. Examples of this latter category include tax credits that provide for a number of years of tax benefits, and grant assistance that continues to benefit the project at the time of the assistance request.

The following information must be provided:

1. Enter the name and address, city, State, and zip code of the government agency making the assistance available.
2. State the type of other government assistance (e.g., loan, grant, loan insurance).
3. Enter the dollar amount of the other government assistance that is, or is expected to be, made available with respect to the project or activities for which the HUD assistance is sought (applicants) or has been provided (recipients).
4. Uses of funds. Each reportable use of funds must clearly identify the purpose to which they are to be put. Reasonable aggregations may be used, such as "total structure" to include a number of structural costs, such as roof, elevators, exterior masonry, etc.

B. Non-Government Assistance. Note that the applicant and recipient disclosure report must specify all expected sources and uses of funds - both from HUD and any other source - that have been or are to be, made available for the project or activity. Non-government sources of Form HUD-2880 funds typically include (but are not limited to) foundations and private contributors.

Part III. Interested Parties.

This Part is to be completed by both applicants and recipients filing update reports. Applicants must provide information on:

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
2. Any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower). **Note:** A financial interest means any financial involvement in the project or activity, including (but not limited to) situations in which an individual or entity has an equity interest in the project or activity, shares in any profit on resale or any distribution of surplus cash or other assets of the project or activity, or receives compensation for any goods or services provided in connection with the project or activity. Residency of an individual in housing for which assistance is being sought is not, by itself, considered a covered financial interest.

The information required below must be provided.

1. Enter the full names and addresses. If the person is an entity, the listing must include the full name and address of the entity as well as the CEO. Please list all names alphabetically.
2. Entry of the Unique Entity Identifier (UEI), for non-individuals, or city of residence, for individuals, for each organization and person listed is **optional**.
3. Enter the type of participation in the project or activity for each person listed: i.e., the person's specific role in the project (e.g., contractor, consultant, planner, investor).
4. Enter the financial interest in the project or activity for each person listed. The interest must be expressed both as a dollar amount and as a percentage of the amount of the HUD assistance involved.

Note that if any of the source/use information required by this report has been provided elsewhere in this application package, the applicant need not repeat the information, but need only refer to the form and location to incorporate it into this report. (It is likely that some of the information required by this report has been provided on SF 424A, or on various budget forms accompanying the application.) If this report requires information beyond that provided elsewhere in the application package, the applicant must include in this report all the additional

information required. Recipients must submit an update report for any change in previously disclosed sources and uses of funds as provided in Section I.D.5., above.

Notes:

1. All citations are to 24 CFR Part 4, which was published in the Federal Register. [April 1, 1996, at 63 Fed. Reg. 14448.]
2. Assistance means any contract, grant, loan, cooperative agreement, or other form of assistance, including the insurance or guarantee of a loan or mortgage, that is provided with respect to a specific project or activity under a program administered by the Department. The term does not include contracts, such as procurements contracts, that are subject to the Fed. Acquisition Regulation (FAR) (48 CFR Chapter 1).
3. See 24 CFR §4.9 for detailed guidance on how the threshold is calculated.

4. "Other government assistance" is defined to include any loan, grant, guarantee, insurance, payment, rebate, subsidy, credit, tax benefit, or any other form of direct or indirect assistance from the Federal government (other than that requested from HUD in the application), a State, or a unit of general local government, or any agency or instrumentality thereof, that is, or is expected to be made, available with respect to the project or activities for which the assistance is sought.

5. For the purpose of this form and 24 CFR Part 4, "person" means an individual (including a consultant, lobbyist, or lawyer); corporation; company; association; authority; firm; partnership; society; State, unit of general local government, or other government entity, or agency thereof (including a public housing agency); Indian tribe; and any other organization or group of people.

**Applicant and Recipient
Assurances and Certifications**

**U.S. Department of Housing
and Urban Development**

OMB Number: 2501-0017
Expiration Date: 01/31/2026

Instructions for the HUD-424-B Assurances and Certifications

As part of your application for HUD funding, you, as the official authorized to sign on behalf of your organization or as an individual, must provide the following assurances and certifications, which replace any requirement to submit an SF-424-B or SF-424-D. The Responsible Civil Rights Official has specified this form for use for purposes of general compliance with 24 CFR §§ 1.5, 3.115, 8.50, and 146.25, as applicable. The Responsible Civil Rights Official may require specific civil rights assurances to be furnished consistent with those authorities and will specify the form on which such assurances must be made. A failure to furnish or comply with the civil rights assurances contained in this form may result in the procedures to effect compliance at 24 CFR §§ 1.8, 3.115, 8.57, or 146.39.

By submitting this form, you are stating that all assertions made in this form are true, accurate, and correct.

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

*Authorized Representative Name:

Prefix: *First Name:
Middle Name:
*Last Name:
Suffix:

*Title:

*Applicant Organization:

1. Has the legal authority to apply for Federal assistance, has the institutional, managerial and financial capability (including funds to pay the non-Federal share of program costs) to plan, manage and complete the program as described in the application and the governing body has duly authorized the submission of the application, including these assurances and certifications, and authorized me as the official representative of the application to act in connection with the application and to provide any additional information as may be required.

2. Will administer the grant in compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C 2000(d)) and implementing regulations (24 CFR part 1), which provide that no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity that receives Federal financial assistance OR if the applicant is a Federally recognized Indian tribe or its tribally designated housing entity, is subject to the Indian Civil Rights Act (25 U.S.C. 1301-1303).

3. Will administer the grant in compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and implementing regulations at 24 CFR part 8, the American Disabilities Act (42 U.S.C. §§ 12101 et.seq.), and implementing regulations at 28 CFR part 35 or 36, as applicable, and the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) as amended, and implementing regulations at 24 CFR part 146 which together provide that no person in the United States shall, on the grounds of disability or age, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance; except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

4. Will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and the implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion sex (including gender identity and sexual orientation), disability, familial status, or national origin and will affirmatively further fair housing; except an applicant which is an Indian tribe or its instrumentality which

is excluded by statute from coverage does not make this certification; and further except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

5. Will comply with all applicable Federal nondiscrimination requirements, including those listed at 24 CFR §§ 5.105(a) and 5.106 as applicable.

6. Will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601) and implementing regulations at 49 CFR part 24 and, as applicable, Section 104(d) of the Housing and Community Development Act of 1974 (42 U.S.C. 5304(d)) and implementing regulations at 24 CFR part 42, subpart A.

7. Will comply with the environmental requirements of the National Environmental Policy Act (42 U.S.C. 4321 et.seq.) and related Federal authorities prior to the commitment or expenditure of funds for property.

8. That no Federal appropriated funds have been paid, or will be paid, by or on behalf of the applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of this Federal grant or its extension, renewal, amendment or modification. If funds other than Federal appropriated funds have or will be paid for influencing or attempting to influence the persons listed above, I shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying. I certify that I shall require all subawards at all tiers (including sub-grants and contracts) to similarly certify and disclose accordingly. Federally recognized Indian Tribes and tribally designated housing entities (TDHEs) established by Federally-recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage by the Byrd Amendment, but State-recognized Indian tribes and TDHs established under State law are not excluded from the statute's coverage.

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct.

WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802).

*Signature:

Kris Romasanta

*Date:

10/15/2024

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 of Lobbying Activities," 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.

Statement for Loan Guarantees and Loan Insurance

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

If any 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 commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement 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 statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION

City and County of San Francisco

* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Prefix: * First Name: Middle Name:
* Last Name: Suffix:
* Title:

* SIGNATURE:

* DATE:

ATTACHMENTS FORM

Instructions: On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

Important: Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2	1234-Cover_Page_Table_of_Cont	Add Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3	1235-Exhibit_A_City_County_Sa	Add Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4	1236-Exhibit_B_City_County_Sa	Add Attachment	Delete Attachment	View Attachment
5) Please attach Attachment 5	1237-Exhibit_C_City_County_Sa	Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6	1238-Exhibit_D_City_County_Sa	Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7	1239-Exhibit_E_City_County_Sa	Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8	1240-Exhibit_F_City_County_Sa	Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9	1241-Exhibit_G_City_County_Sa	Add Attachment	Delete Attachment	View Attachment
10) Please attach Attachment 10	1242-424_CBW_final_City_Count	Add Attachment	Delete Attachment	View Attachment
11) Please attach Attachment 11	1243-PROHousing_Attachments_C	Add Attachment	Delete Attachment	View Attachment
12) Please attach Attachment 12	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
13) Please attach Attachment 13	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
14) Please attach Attachment 14	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
15) Please attach Attachment 15	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment

Grant Application Detailed Budget Worksheet

OMB Approval No. 2501-0017
Expiration: 10/31/2026

Applicant Name:		City and County of San Francisco												
Applicant Address:		San Francisco Planning Department												
		49 South Van Ness												
		Suite 1400												
		San Francisco, CA 94103												
Category				Detailed Description of Budget (for full grant period)										
				Estimated Hours	Rate per Hour	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
1. Personnel (Direct Labor)														
Planner I (5277)				2,080	\$59.20	\$123,130	\$0	\$123,130	\$0	\$0	\$0	\$0	\$0	\$0
Planner II (5278)				5,408	\$71.95	\$389,123	\$164,629	\$224,494	\$0	\$0	\$0	\$0	\$0	\$0
Planner III (5291)				15,080	\$85.39	\$1,287,684	\$488,432	\$799,252	\$0	\$0	\$0	\$0	\$0	\$0
Planner IV (5293)				13,104	\$101.24	\$1,326,677	\$221,113	\$1,105,564	\$0	\$0	\$0	\$0	\$0	\$0
Planner V (5283)				2,184	\$120.13	\$262,360	\$0	\$262,360	\$0	\$0	\$0	\$0	\$0	\$0
Manager IV (0932)				6,240	\$90.46	\$564,498	\$0	\$564,498	\$0	\$0	\$0	\$0	\$0	\$0
Manager V (0933)				6,240	\$126.19	\$787,407	\$0	\$787,407	\$0	\$0	\$0	\$0	\$0	\$0
Division Director (0953)				1,040	\$136.99	\$142,474	\$0	\$142,474	\$0	\$0	\$0	\$0	\$0	\$0
Sr. Community Development Specialist I (9774)				17,264	\$77.22	\$1,333,066	\$642,441	\$690,624	\$0	\$0	\$0	\$0	\$0	\$0
IS Business Analyst - Senior (1053)				987	\$79.91	\$78,867	\$78,867	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Manager 1 (5502)				6,240	\$108.13	\$674,710	\$674,710	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Manager 2 (5504)				1,248	\$125.18	\$156,219	\$156,219	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Analyst (1822)				6,240	\$60.81	\$379,472	\$379,472	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Direct Labor Cost						\$7,505,686	\$2,805,882	\$4,699,804	\$0	\$0	\$0	\$0	\$0	\$0
2. Fringe Benefits				Rate (%)	Base	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
Planner I (5277)				39.4%	\$123,130	\$48,513	\$0	\$48,513	\$0	\$0	\$0	\$0	\$0	\$0
Planner II (5278)				39.4%	\$389,123	\$153,314	\$64,864	\$88,451	\$0	\$0	\$0	\$0	\$0	\$0
Planner III (5291)				39.4%	\$1,287,684	\$507,347	\$192,442	\$314,905	\$0	\$0	\$0	\$0	\$0	\$0
Planner IV (5293)				39.4%	\$1,326,677	\$522,711	\$87,118	\$435,592	\$0	\$0	\$0	\$0	\$0	\$0
Planner V (5283)				39.4%	\$262,360	\$103,370	\$0	\$103,370	\$0	\$0	\$0	\$0	\$0	\$0
Manager IV (0932)				39.4%	\$564,498	\$222,412	\$0	\$222,412	\$0	\$0	\$0	\$0	\$0	\$0
Manager V (0933)				39.4%	\$787,407	\$310,238	\$0	\$310,238	\$0	\$0	\$0	\$0	\$0	\$0
Division Director (0953)				39.4%	\$142,474	\$56,135	\$0	\$56,135	\$0	\$0	\$0	\$0	\$0	\$0
Sr. Community Development Specialist I (9774)				39.4%	\$1,333,066	\$525,228	\$253,122	\$272,106	\$0	\$0	\$0	\$0	\$0	\$0
IS Business Analyst - Senior (1053)				39.4%	\$78,867	\$31,073	\$31,073	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Manager 1 (5502)				39.4%	\$674,710	\$265,836	\$265,836	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Manager 2 (5504)				39.4%	\$156,219	\$61,550	\$61,550	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Analyst (1822)				39.4%	\$379,472	\$149,512	\$149,512	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Fringe Benefits Cost						\$2,957,240	\$1,105,518	\$1,851,723	\$0	\$0	\$0	\$0	\$0	\$0

Grant Application Detailed Budget Worksheet

OMB Approval No. 2501-0017
Expiration: 10/31/2026

Applicant Name: City and County of San Francisco												
3. Travel												
	Mileage	Rate per Mile	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
3a. Transportation - Local Private Vehicle												
Subtotal - Trans - Local Private Vehicle												
3b. Transportation - Airfare (show destination)	Trips	Fare	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Subtotal - Transportation - Airfare												
3c. Transportation - Other	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Subtotal - Transportation - Other												
3d. Per Diem or Subsistence (indicate location)	Days	Rate per Day	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Subtotal - Per Diem or Subsistence												
Total Travel Cost												
4. Equipment (Only items over \$5,000 Depreciated value)	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Permit Technology System (Activity 1.2) - Infilla	1	\$211,100	\$211,100	\$200,000	\$11,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Equipment Cost			\$211,100	\$200,000	\$11,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Grant Application Detailed Budget Worksheet

OMB Approval No. 2501-0017
Expiration: 10/31/2026

Applicant Name: City and County of San Francisco											
5. Supplies and Materials (Items under \$5,000 Depreciated Value)											
5a. Consumable Supplies	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
Subtotal - Consumable Supplies											
5b. Non-Consumable Materials	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
Subtotal - Non-Consumable Materials											
Total Supplies and Materials Cost											
6. Consultants (Type)	Days	Rate per Day	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
Process Improvement (Activity 1.1)	200	\$2,000	\$350,000	\$350,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Architectural & development experts (Activity 3.1)	125	\$2,000	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Financial feasibility and environmental review	100	\$2,000	\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Consultants Cost			\$700,000	\$700,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7. Contracts and Sub-Grantees (List individually)											
7a. Contracts	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
Metropolitan Transportation Commission PDA Grant (Activity 2.2, 3.2) - Matching funds	1	\$1,035,000	\$1,035,000	\$0	\$1,035,000	\$0	\$0	\$0	\$0	\$0	\$0
Department of Transportation Grant (Activity 3.3) - Matching funds	1	\$1,000,000	\$1,000,000	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0
Metropolitan Transportation Commission REAP Grant (Activity 4) - Matching funds	1	\$128,000	\$128,000	\$0	\$128,000	\$0	\$0	\$0	\$0	\$0	\$0
SRO Preservation Framework & Needs Assessment (Activity 2.1)	1	\$275,000	\$275,000	\$275,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SRO Rehabilitation Fund - Department budget (Activity 2.1)	1	\$190,000	\$190,000	\$0	\$190,000	\$0	\$0	\$0	\$0	\$0	\$0
Faith-Based Org. training program (Activity 2.2)	1	\$200,000	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Community benefits - communications materials, affordable developer workshops	1	\$150,000	\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal - Contracts			\$2,978,000	\$625,000	\$2,353,000	\$0	\$0	\$0	\$0	\$0	\$0
7b. Sub-Grantees (List individually)	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
Predevelopment grant to Faith-Based Orgs. (Activity 2.2)	12	\$40,000	\$480,000	\$480,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants to CBOs in priority equity geographies to lead community benefit workshops (Activity 4.2)	6	\$50,000	\$300,000	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Priority Equity Geographies fellowship program & community engagement fund (Activity 4)	1	\$1,000,000	\$1,000,000	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal - Sub-Grantees			\$1,780,000	\$780,000	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0
Total Contracts and Sub-Grantees Cost			\$4,758,000	\$1,405,000	\$3,353,000	\$0	\$0	\$0	\$0	\$0	\$0

Grant Application Detailed Budget Worksheet

OMB Approval No. 2501-0017
Expiration: 10/31/2026

Applicant Name: City and County of San Francisco											
8. Construction Costs											
	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
8a. Administrative and legal expenses											
Permit streamlining measures at 5 key permitting agencies (Activity 1.1)	5	\$150,000	\$750,000	\$750,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fee-waivers for interagency project review of Faith-Based Orgs (Activity 2.2)	18	\$1,867	\$33,600	\$33,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal - Administrative and legal expenses			\$783,600	\$783,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8b. Land, structures, rights-of way, appraisal, etc											
Subtotal - Land, structures, rights-of way, ...											
8c. Relocation expenses and payments											
Subtotal - Relocation expenses and payments											
8d. Architectural and engineering fees											
Subtotal - Architectural and engineering fees											
8e. Other architectural and engineering fees											
Subtotal - Other architectural and engineering fees											
8f. Project inspection fees											
Subtotal - Project inspection fees											

Grant Application Detailed Budget Worksheet

OMB Approval No. 2501-0017
Expiration: 10/31/2026

Applicant Name: City and County of San Francisco											
	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
8g. Site work											
Subtotal - Site work											
8h. Demolition and removal											
Subtotal - Demolition and removal											
8i. Construction											
Subtotal - Construction											
8j. Equipment											
Subtotal - Equipment											
8k. Contingencies											
Subtotal - Contingencies											
8l. Miscellaneous											
Subtotal - Miscellaneous											
Total Construction Costs											

OMB Approval No. 2501-0017
Expiration: 1/31/2026

[illegible]

Grant Application Detailed Budget Worksheet	OMB Approval No. 2501-0017 Expiration: 1/31/2026
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Detailed Description of Budget		
Analysis of Total Estimated Costs	Estimated Cost	Percent of Total
1 Personnel (Direct Labor)	\$7,505,686	44.4%
2 Fringe Benefits	\$2,957,240	17.5%
3 Travel	\$0	0.0%
4 Equipment	\$211,100	1.2%
5 Supplies and Materials	\$0	0.0%
6 Consultants	\$700,000	4.1%
7 Contracts and Sub-Grantees	\$4,758,000	28.1%
8 Construction	\$0	0.0%
9 Other Direct Costs	\$783,600	4.6%
10 Indirect Costs	\$0	0.0%
Total:	\$16,915,626	100.0%
Federal Share:	\$7,000,000	--
Match (Expressed as a percentage of the Federal Share):	\$9,915,627	141.7%

The following attachment is not included in this view since it is not a read-only PDF file.

The agency will receive all application forms and attachments without any data loss.

**AttachmentForm_1_2-ATT11-1243-PROHousing_Attachments_City_County_SanFra
ncisco.zip**

CITY AND COUNTY OF SAN FRANCISCO

ROUND 2 APPLICATION: FY24 PATHWAYS TO REMOVING OBSTACLES TO HOUSING (PRO HOUSING)

FR-6800-N-98

SUBMITTED: October 15, 2024

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The agency will receive all application forms and attachments without any data loss.

AttachmentForm_1_2-ATT3-1235-Exhibit_A_City_County_SanFrancisco.pdf

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The agency will receive all application forms and attachments without any data loss.

AttachmentForm_1_2-ATT4-1236-Exhibit_B_City_County_SanFrancisco.pdf

The following attachment is not included in this view since it is not a read-only PDF file.

The agency will receive all application forms and attachments without any data loss.

AttachmentForm_1_2-ATT5-1237-Exhibit_C_City_County_SanFrancisco.pdf

The following attachment is not included in this view since it is not a read-only PDF file.

The agency will receive all application forms and attachments without any data loss.

AttachmentForm_1_2-ATT6-1238-Exhibit_D_City_County_SanFrancisco.pdf

The following attachment is not included in this view since it is not a read-only PDF file.

The agency will receive all application forms and attachments without any data loss.

AttachmentForm_1_2-ATT7-1239-Exhibit_E_City_County_SanFrancisco.pdf

The following attachment is not included in this view since it is not a read-only PDF file.

The agency will receive all application forms and attachments without any data loss.

AttachmentForm_1_2-ATT8-1240-Exhibit_F_City_County_SanFrancisco.pdf

The following attachment is not included in this view since it is not a read-only PDF file.

The agency will receive all application forms and attachments without any data loss.

AttachmentForm_1_2-ATT9-1241-Exhibit_G_City_County_SanFrancisco.pdf

DISCLOSURE OF LOBBYING ACTIVITIES

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

OMB Number: 4040-0013

Expiration Date: 02/28/2025

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" 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	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name <input type="text" value="Rich Hillis"/> * Street 1 <input type="text" value="49 South Van Ness"/> Street 2 <input type="text"/> * City <input type="text" value="San Francisco"/> State <input type="text"/> Zip <input type="text" value="94103"/> Congressional District, if known: <input type="text" value="12,14"/>		
5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime: 		
6. * Federal Department/Agency: <input type="text" value="HUD"/>	7. * Federal Program Name/Description: <input type="text" value="Community Development Block Grant- PRO Housing Competition"/> CFDA Number, if applicable: <input type="text" value="14.023"/>	
8. Federal Action Number, if known: <input type="text"/>	9. Award Amount, if known: \$ <input type="text"/>	
10. a. Name and Address of Lobbying Registrant: Prefix <input type="text"/> * First Name <input type="text" value="Not Applicable"/> Middle Name <input type="text"/> * Last Name <input type="text" value="Not Applicable"/> Suffix <input type="text"/> * Street 1 <input type="text" value="Not Applicable"/> Street 2 <input type="text" value="Not Applicable"/> * City <input type="text" value="Not Applicable"/> State <input type="text"/> Zip <input type="text"/>		
b. Individual Performing Services (including address if different from No. 10a) Prefix <input type="text"/> * First Name <input type="text" value="Not Applicable"/> Middle Name <input type="text" value="Not Applicable"/> * Last Name <input type="text" value="Not Applicable"/> Suffix <input type="text"/> * Street 1 <input type="text" value="Not Applicable"/> Street 2 <input type="text"/> * City <input type="text" value="Not Applicable"/> State <input type="text"/> Zip <input type="text"/>		
11. 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 the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and 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: <input type="text" value="Kris Romasanta"/> * Name: Prefix <input type="text" value="Mr."/> * First Name <input type="text" value="Rich"/> Middle Name <input type="text"/> * Last Name <input type="text" value="Hillis"/> Suffix <input type="text"/> Title: <input type="text" value="SF Planning Director"/> Telephone No.: <input type="text"/> Date: <input type="text" value="10/15/2024"/>		
Federal Use Only:		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

From: [Chui, Bianca \(CPC\)](#)
To: [Chui, Bianca \(CPC\)](#)
Subject: FW: <External Message> Re: FY24 PRO Housing grant agreement - San Francisco
Date: Monday, February 3, 2025 2:34:34 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[City and County of San Francisco CA 2024 PRO B-24-PH-06-0003 GA.pdf](#)

From: Anderson, Christian D <Christian.D.Anderson@hud.gov>
Sent: Friday, January 24, 2025 3:43:41 PM
To: Haddadan, Kimia (CPC) <kimia.haddadan@sfgov.org>
Cc: Pappas, James (CPC) <james.pappas@sfgov.org>; McCloskey, Benjamin (MYR) <benjamin.mccloskey@sfgov.org>; Adams, Dan (MYR) <Dan.Adams@sfgov.org>; Hillis, Rich (CPC) <rich.hillis@sfgov.org>; DiSanto, Thomas (CPC) <thomas.disanto@sfgov.org>; Landis, Deborah (CPC) <deborah.landis@sfgov.org>; Romasanta, Kris (CPC) <Kris.Romasanta@sfgov.org>; Woo, Gloria (MYR) <gloria.woo@sfgov.org>; Chion, Miriam (CPC) <miriam.chion@sfgov.org>; Chen, Lisa (CPC) <lisa.chen@sfgov.org>; Tanner, Rachael (CPC) <rachael.tanner@sfgov.org>; Tom, Angelo C <Angelo.Tom@hud.gov>; Blanco, Rebecca A <Rebecca.Blanco@hud.gov>; SFCPDMail <SFCPDMail@hud.gov>; Yee, Shirley <Shirley.Yee@hud.gov>
Subject: RE: <External Message> Re: FY24 PRO Housing grant agreement - San Francisco

Hi Kimia,

Thank you, Kimia and Gloria. Looking forward to working with you all on San Francisco's Pro-Housing grant.

Congratulations again to San Francisco on your FY24 PRO Housing award! Please provide the attached FY24 PRO Housing grant agreement to Mayor Lurie for execution.

Subject: FY24 PRO Housing Grant Agreement Transmittal for City and County of San Francisco

Please execute the attached FY24 PRO Housing Grant Agreement with electronic signature and date and return to this office at SFCPDMail@hud.gov (to the attention of Rebecca Blanco, Director, Community Planning and Development) within 10 business days. Please ensure the Chief Elected Official/Authorized Official electronically signs the PRO Housing grant agreement in the box directly across from the HUD CPD Director's signature. Please do **not** enter information in the Loan Guarantee Acceptance Provisions for Designated Agencies Section (Boxes 12a, 12b, 12c, Title, and Signature).

Indirect Cost Rate Addendum: The authorized official **must** complete the Indirect Cost Rate Addendum to the PRO Housing grant agreement. Please mark one (and only one) checkbox to reflect how indirect costs will be calculated and charged under the grant. Please complete this section in full by applying the authorized official's name, title, date, and signature.

To establish a Line of Credit, it will be necessary for your agency to sign, execute and return one (1) copy of the Grant Agreement. Additionally, if there is a need to establish or change the depository account where these funds are to be wired, a Direct Deposit Sign-Up form (SF-1199A) must be completed by your financial institution and returned to this office with a copy of a voided check.

Please maintain a copy of this agreement in your program files. If you have any questions or need further information or assistance, please contact Chris Anderson, Senior CPD Representative, at 415-489-6547 or christian.d.anderson@hud.gov.

Congratulations on your PRO Housing grant award, and we look forward to assisting you in accomplishing your programs goals.

Sincerely,

Rebecca Blanco, Director
Office of Community Planning and
Development

Thank you,

Chris Anderson, AICP

Senior Community Planning and Development Representative
US Department of Housing and Urban Development
Office of Community Planning and Development
One Sansome Street | Suite 1200 | San Francisco, CA 94104
O: 415-489-6547
Christian.D.Anderson@hud.gov



From: [Chui, Bianca \(CPC\)](#)
To: [Jalipa, Brent \(BOS\)](#)
Subject: Statement on Retroactivity – File No. 250234
Date: Thursday, April 17, 2025 2:48:05 PM

Hi Brent,

Please see below the statement on retroactivity for File No. 250234 – HUD PRO Housing Grant:

Statement on Retroactivity

The City and County of San Francisco received the official notice of award from HUD on January 24, 2025, with a grant term start date of January 22, 2025. Due to the timing of the award notification, internal coordination, and the legislative calendar, the resolution to accept and expend the grant was formally introduced to the Board of Supervisors on March 11, 2025, after the grant term had already begun.

For this reason, the resolution includes retroactive approval language to align with the grant's official start date as specified in the HUD agreement.

Please let me know if you need anything else.

Best,
Bianca

Bianca Chui, Budget and Grants Analyst
Finance | Administration

San Francisco Planning
49 South Van Ness Avenue, Suite 1400, San Francisco, CA 94103
Direct: 628.652.7321 | www.sfplanning.org
[San Francisco Property Information Map](#)

OFFICE OF THE MAYOR
SAN FRANCISCO



DANIEL LURIE
MAYOR

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Adam Thongsavat, Liaison to the Board of Supervisors
RE: [Accept and Expend Grant - Retroactive - United States Department of Housing and Urban Development - Round 2 Pathways to Removing Obstacles to Housing (PRO Housing) - \$7,000,000]
DATE: March 11, 2025

Resolution retroactively authorizing the Planning Department to accept and expend a grant award of \$7,000,000 for the period from January 22, 2025, to September 30, 2030 from the United States Department of Housing and Urban Development's Pathways to Removing Obstacles to Housing ("PRO Housing") grant program; approving the grant agreement pursuant to Charter, Section 9.11 S(a); and authorizing the Director of the Planning Department to enter into amendments or modifications to the grant agreement that are necessary to effectuate the purposes of the grant agreement or this Resolution.

Should you have any questions, please contact Adam Thongsavat at adam.thongsavat@sfgov.org