

ATTACHMENT 1

Application Organization and Required Document Checklist

A complete application package must consist of the items identified below. Complete this checklist to confirm the items are included in your application. Place a check mark or "X" next to each item that you are submitting to the State. For your application to be responsive, **all required documents listed below must be returned with bid**. This checklist must also be returned with your bid package.

Name/Description

- Required Attachment Check List (Attachment 1)
- Cover Sheet (Attachment 2) signed by authorized representative
- Work Plan (maximum of 20 pages)
- Work Plan Budget
- Proof of insurance coverage
- Two Letters of Support
- Staff resumes or Duty Statements for key personnel or position identified who will provide RFA related duties during the grant period

ATTACHMENT 2
Cover page sheet

1. Applicant

(Organization): San Francisco Department of Homelessness and Supportive Housing
Address: 440 Turk Street
City: San Francisco
County San Francisco
ZIP Code: 94102
Tax ID Number: 94-6000417

2. Project Director:

Name: Mecca Cannariato
Title: Director of Outreach and Temporary Shelter
Telephone: 415-525-1257
Email: Umecke.cannariato@sfgov.org

3. Grant Administrator:

Name: Lisa Rachowicz
Title: Manager of Navigation Centers and Shelter Programs
Telephone: 628-652-7724
Email: lisa.rachowicz@sfgov.org

4. Contact person for application, if different than Project Director:

Name: Olivia Lenson
Title: Funding Compliance Analyst
Telephone: 628-652-7822
Email: olivia.m.lenson@sfgov.org

The applicant certifies that, to the best of his or her knowledge and belief, the data in this application are true and correct.

Name of Authorized Official Print: Mecca Cannariato

Signature  _____
DocuSigned by:
Umecke Cannariato
AC96C59452544D5...

Date 12/31/2021



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/28/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher & Co. Insurance Brokers of CA., Inc. 505 N Brand Blvd, Suite 600 Glendale CA 91203	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td colspan="2">CONTACT NAME: Jenny Kim</td></tr> <tr><td>PHONE (AC, No, Ext): 818.539.8511</td><td>FAX (AC, No): 818.539.8711</td></tr> <tr><td colspan="2">E-MAIL ADDRESS: Jenny.Kim@ajg.com</td></tr> <tr><td colspan="2" style="text-align: center;">INSURER(S) AFFORDING COVERAGE</td></tr> <tr><td colspan="2">INSURER A : Nonprofits' Insurance Alliance of CA</td></tr> <tr><td colspan="2">INSURER B : New York Marine And General Insurance Company</td></tr> <tr><td colspan="2">INSURER C :</td></tr> <tr><td colspan="2">INSURER D :</td></tr> <tr><td colspan="2">INSURER E :</td></tr> <tr><td colspan="2">INSURER F :</td></tr> </table>	CONTACT NAME: Jenny Kim		PHONE (AC, No, Ext): 818.539.8511	FAX (AC, No): 818.539.8711	E-MAIL ADDRESS: Jenny.Kim@ajg.com		INSURER(S) AFFORDING COVERAGE		INSURER A : Nonprofits' Insurance Alliance of CA		INSURER B : New York Marine And General Insurance Company		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER E :																					
INSURER F :																					
INSURED Dolores Street Community Services, Inc. 938 Valencia Street San Francisco, CA 94110	License#: 0726293 DOLOSTR-01																				

COVERAGES **CERTIFICATE NUMBER: 242508598** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE		ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS							
A	<input checked="" type="checkbox"/>	COMMERCIAL GENERAL LIABILITY	Y		2021-0 1167	6/1/2021	6/1/2022	EACH OCCURRENCE	\$ 1,000,000						
	<input type="checkbox"/>	CLAIMS-MADE						<input checked="" type="checkbox"/>	OCCUR	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000				
	GENL AGGREGATE LIMIT APPLIES PER:							<input checked="" type="checkbox"/>	POLICY	<input type="checkbox"/>	PRO-JECT	<input checked="" type="checkbox"/>	LOC	PERSONAL & ADV INJURY	\$ 1,000,000
									OTHER:	PRODUCTS - COMPROP AGG	\$ 3,000,000				
A	<input checked="" type="checkbox"/>	AUTOMOBILE LIABILITY			2021-0 1167	6/1/2021	6/1/2022	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000						
	<input checked="" type="checkbox"/>	ANY AUTO						BODILY INJURY (Per person)	\$						
	<input type="checkbox"/>	OWNED AUTOS ONLY	<input type="checkbox"/>	SCHEDULED AUTOS				BODILY INJURY (Per accident)	\$						
	<input checked="" type="checkbox"/>	HIRED AUTOS ONLY	<input checked="" type="checkbox"/>	NON-OWNED AUTOS ONLY				PROPERTY DAMAGE (Per accident)	\$						
									\$						
A	<input checked="" type="checkbox"/>	UMBRELLA LIAB	<input checked="" type="checkbox"/>	OCCUR	2021-0 1167-UMB	6/1/2021	6/1/2022	EACH OCCURRENCE	\$ 5,000,000						
	<input type="checkbox"/>	EXCESS LIAB	<input type="checkbox"/>	CLAIMS-MADE				AGGREGATE	\$ 5,000,000						
	<input type="checkbox"/>	DED	<input checked="" type="checkbox"/>	RETENTION \$ <u>0</u>				\$							
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC202100006473	6/1/2021	6/1/2022	<input checked="" type="checkbox"/>	PER STATUTE	<input type="checkbox"/>	OTH-ER				
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		<input type="checkbox"/>	N/A				E.L. EACH ACCIDENT	\$ 1,000,000						
	If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000						
								E.L. DISEASE - POLICY LIMIT	\$ 1,000,000						
A		Professional Liability			2021-0 1167	6/1/2021	6/1/2022	Each Claim Aggregate	\$1,000,000 \$3,000,000						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Nonprofits' Insurance Alliance of CA - A.M. Best #: 011845

Policy: Sexual Abuse and Molestation
 Policy Term: 6/1/2021 to 6/1/2022
 Policy #: 2021-01167
 Carrier: Nonprofits' Insurance Alliance of CA
 Each Claim: \$1,000,000 / Aggregate: \$3,000,000

See Attached...

CERTIFICATE HOLDER City & County of San Francisco Mayors Office of Housing Attn: Lydia Ely 1 S. Van Ness, 5th Floor San Francisco CA 94103	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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ADDITIONAL REMARKS SCHEDULE

AGENCY Arthur J. Gallagher & Co.		NAMED INSURED Dolores Street Community Services, Inc. 938 Valencia Street San Francisco, CA 94110	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Policy: Cyber Liability
 Policy Term: 6/1/2021 to 6/1/2022
 Policy #: RPS-P-50175018M
 Carrier: BCS Insurance Company
 Each Claim: \$1,000,000 / Aggregate: \$1,000,000 / Retention \$2,500

Certificate holder: City & County of San Francisco, including its boards, commissions, officers, agents, and employees are named as additional with respects to operations of the named insured per attached form CG 2010. Endorsement to Follow



CERTIFICATE OF LIABILITY INSURANCE

DATE (MMDD/YYYY)
5/28/2021

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PRODUCER Arthur J. Gallagher & Co. Insurance Brokers of CA., Inc. 505 N Brand Blvd, Suite 600 Glendale CA 91203 License# 0726293	CONTACT NAME: Jenny Kim PHONE (A/C, No, Ext): 818.539.8611 E-MAIL ADDRESS: Jenny_Kim@ajg.com	FAX (A/C, No): 818.539.8711
	INSURER(S) AFFORDING COVERAGE INSURER A : Nonprofits' Insurance Alliance of CA INSURER B : New York Marine And General Insurance Company INSURER C : INSURER D : INSURER E : INSURER F :	

INSURED: Dolores Street Community Services, Inc. 938 Valencia Street San Francisco, CA 94110

COVERAGES CERTIFICATE NUMBER: 386592898 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MMDD/YYYY)	POLICY EXP (MMDD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:	Y		2021-01167	6/1/2021	6/1/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY	Y		2021-01167	6/1/2021	6/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			2021-01167-UMB	6/1/2021	6/1/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC202100006473	6/1/2021	6/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability			2021-01167	6/1/2021	6/1/2022	Each Claim \$1,000,000 Aggregate \$3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Nonprofits' Insurance Alliance of CA - A.M. Best #: 011845

Policy: Sexual Abuse and Molestation
 Policy Term: 6/1/2021 to 6/1/2022
 Policy #: 2021-01167
 Carrier: Nonprofits' Insurance Alliance of CA
 Each Claim: \$1,000,000 / Aggregate: \$3,000,000
 See Attached...

CERTIFICATE HOLDER City & County of San Francisco Department of Human Services Office of Contract Compliance P.O. Box 7988 San Francisco CA 94120	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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ADDITIONAL REMARKS SCHEDULE

AGENCY Arthur J. Gallagher & Co.		NAMED INSURED Dolores Street Community Services, Inc. 938 Valencia Street San Francisco, CA 94110	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

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 FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Policy: Cyber Liability
 Policy Term: 6/1/2021 to 6/1/2022
 Policy #: RPS-P-50175018M
 Carrier: BCS Insurance Company
 Each Claim: \$1,000,000 / Aggregate: \$1,000,000 / Retention \$2,500

The City and County of San Francisco, its officers, employees and agents are included as Additional Insureds for General Liability and Auto Liability but only with respects to operations of the Named Insured. Waiver of Subrogation on Workers Compensation applies in favor of certificate holder. Such insurance is Primary. Endorsement to Follow



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/28/2021

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	INSURER(S) AFFORDING COVERAGE NAIC #	
INSURED Dolores Street Community Services, Inc. 938 Valencia Street San Francisco, CA 94110 License#: 0726293 DOLOBSTR-01	INSURER A : Nonprofits' Insurance Alliance of CA	
	INSURER B : New York Marine And General Insurance Company 1660B	
	INSURER C :	
	INSURER D :	
	INSURER E :	

COVERAGES **CERTIFICATE NUMBER:** 822663693 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC. OTHER:			2021-01167	6/1/2021	6/1/2022	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000
							MED EXP (Any one person)	\$ 20,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 3,000,000
							PRODUCTS - COMPOP AGG	\$ 3,000,000
								\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/>			2021-01167	6/1/2021	6/1/2022	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			2021-01167-UMB	6/1/2021	6/1/2022	EACH OCCURRENCE	\$ 5,000,000
							AGGREGATE	\$ 5,000,000
								\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	WC202100006473	6/1/2021	6/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
			N/A				E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
A	Professional Liability			2021-01167	6/1/2021	6/1/2022	Each Claim Aggregate	\$1,000,000 \$3,000,000

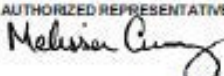
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Policy: Sexual Abuse and Molestation
 Policy Term: 6/1/2021 to 6/1/2022
 Policy #: 2021-01167
 Carrier: Nonprofits' Insurance Alliance of CA
 Each Claim: \$1,000,000 / Aggregate: \$3,000,000

See Attached...

CERTIFICATE HOLDER

CANCELLATION

City & County of San Francisco Mayor's Office of Housing 1 S. Van Ness, 5th Floor San Francisco, CA 94103	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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ADDITIONAL REMARKS SCHEDULE

AGENCY Arthur J. Gallagher & Co.		NAMED INSURED Dolores Street Community Services, Inc. 938 Valencia Street San Francisco, CA 94110	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

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 Policy #: RPS-P-50175018M
 Carrier: BCS Insurance Company
 Each Claim: \$1,000,000 / Aggregate: \$1,000,000 / Retention \$2,500

Evidence of Coverage.



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	INSURER(S) AFFORDING COVERAGE INSURER A : Nonprofits' Insurance Alliance of CA INSURER B : New York Marine And General Insurance Company INSURER C : INSURER D : INSURER E : INSURER F :	NAIC # 16608

COVERAGES **CERTIFICATE NUMBER:** 1943009906 **REVISION NUMBER:**

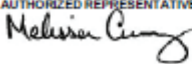
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A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ n			2021-01167-UMB	6/1/2021	6/1/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC202100006473	6/1/2021	6/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability			2021-01167	6/1/2021	6/1/2022	Each Claim \$1,000,000 Aggregate \$3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Nonprofits' Insurance Alliance of CA - A.M. Best #: 011845

 Policy: Sexual Abuse and Molestation
 Policy Term: 6/1/2021 to 6/1/2022
 Policy #: 2021-01167
 Carrier: Nonprofits' Insurance Alliance of CA
 Each Claim: \$1,000,000 / Aggregate: \$3,000,000

 See Attached...

CERTIFICATE HOLDER City and County of San Francisco Department of Homelessness and Supportive Housing 440 Turk Street San Francisco CA 94120	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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AGENCY CUSTOMER ID: DOLOSTR-01

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY Arthur J. Gallagher & Co.		NAMED INSURED Dolores Street Community Services, Inc. 938 Valencia Street San Francisco, CA 94110	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Policy: Cyber Liability
 Policy Term: 6/1/2021 to 6/1/2022
 Policy #: RPS-P-50175018M
 Carrier: BCS Insurance Company
 Each Claim: \$1,000,000 / Aggregate: \$1,000,000 / Retention \$2,500

The City and County of San Francisco, its officers, employees and agents are included as Additional Insureds for General Liability and Auto Liability but only with respects to operations of the Named Insured. Waiver of Subrogation on Workers Compensation applies in favor of certificate holder. Such Insurance is Primary. Endorsement to Follow



Encampments - RFA Submission Requirements Submission Requirements

Is the Application a "Test" Submission?
No, this is my official Submission.

Applicant Type Selection

Applicant Type Selection

Eligible Applicant

Select your jurisdiction type.

County

If the applicant is a CoC, select from the list of Continuums of Care.

If the applicant is a city or county, what is the name of the city or county?

San Francisco

Applicant Contact Information

Applicant Contact Information

Applicant and Implementing Organization

Applicant

San Francisco County

Implementing Organization

San Francisco Department of Homelessness and Supportive Housing

Specific unit or office within the implementing organization

Outreach and Temporary Shelter Team

Imp. Org's Address

440 Turk Street

City

San Francisco

County

San Francisco

Zip Code

94102

Imp. Org's Tax ID Number

94-6000417

Project Director

Name

Mecca Cannariato

Title

Director of Outreach and Temporary Shelter

Phone

(415) 525-1257

Email

Umecke.cannariato@sfgov.org

Grant Administrator

Name

Lisa Rachowicz

Title

Manager of Navigation Centers and Shelter

Phone

(628) 652-7724

Email

lisa.rachowicz@sfgov.org

Contact Person for Application, If Different than Project Director

Name

Olivia Lenson

Title

Funding Compliance Analyst

Phone
(628) 652-7822

Email
olivia.m.lenson@sfgov.org

Authorized Official

Name
Mecca Cannariato

Document Upload

Document Upload

Attachment #1 - Application Organization and Required Document Checklist

Attachment 1 - Application Checklist_San Francisco.docx

Attachment #2 - Cover Sheet

Attachment 2 - Cover Sheet_San Francisco.pdf

Work Plan (maximum of 20 pages)

Work Plan_San Francisco.docx

Work Plan Budget

Work Plan Budget - 33 Gough Cabins_San Francisco.xlsx

Work Plan Budget - 711 Post_San Francisco.xlsx

Work Plan Budget - 1515 South Van Ness_San Francisco.xlsx

Work Plan Budget - Shelter Transportation_San Francisco.xlsx

Work Plan Budget - Street Outreach Workers_San Francisco.xlsx

Proof of Insurance Coverage

Urban Alchemy - Proof of Insurance 1_San Francisco.pdf

Urban Alchemy - Proof of Insurance 2_San Francisco.pdf

Urban Alchemy - Proof of Insurance_San Francisco.pdf

Heluna Health - Proof of Insurance_San Francisco.pdf

Dolores Street Community Services - Proof of Insurance_San Francisco.pdf

Two Letters of Support - saved as ONE file

Letters of Support_San Francisco.pdf

Personnel Documents - saved as ONE file

Personnel Documents_San Francisco.pdf

Certification

Certification

Before certifying, applicants are strongly encouraged to review the RFA's **Addendums** [here](#).

I certify that all information included in this Application is true and accurate to the best of my knowledge.

Name

Olivia Lenson

Title

Funding Compliance Analyst

Email

olivia.m.lenson@sfgov.org



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/5/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

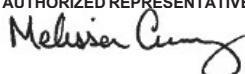
PRODUCER Arthur J. Gallagher & Co. Insurance Brokers of CA., Inc. 505 N Brand Blvd, Suite 600 Glendale CA 91203	CONTACT NAME: Michelle Gonzalez PHONE (A/C. No. Ext): 818-539.8630 E-MAIL ADDRESS: Michelle_Gonzalez@ajg.com	FAX (A/C. No):
	INSURER(S) AFFORDING COVERAGE	
License#: 0726293 PUBLHEA-02	INSURER A: Landmark American Insurance Company	NAIC # 33138
INSURED Public Health Foundation Enterprises, Inc. dba Heluna Health 13300 Crossroads Parkway North, #450 City Of Industry CA 91746	INSURER B: Coverys Specialty Insurance Company	15686
	INSURER C: Quality Comp Inc	
	INSURER D: Hudson Insurance Company	25054
	INSURER E: Philadelphia Indemnity Insurance Company	18058
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 891042350 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y		LHC789352	6/1/2021	6/1/2022	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 6,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000 \$
E	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y		PHPK2278841	6/1/2021	6/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Comp & Collision \$ 1,000/\$1,000
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			005CA000026300	6/1/2021	6/1/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	150910618	1/1/2021	1/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Directors & Officers Liability			HFP-HN-NPP-5659-060121	6/1/2021	6/1/2022	Per Claim \$ 3,000,000 Aggregate \$ 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Policy: Cyber Liability
 Policy#: BCM-CB-0A0QL1AAA
 Carrier: Benchmark Insurance Company
 Policy Term: 6/1/2021 To 6/1/2022
 Limit: \$5,000,000 / Aggregate: \$5,000,000 / Retention: \$50,000
 Policy: Sexual Abuse Liability
 Policy#: LHC789352
 See Attached...

CERTIFICATE HOLDER City and County of San Francisco, its Officers, Agents and Employees Office of the Treasurer and Tax Collector City Hall – Room 140 1 Dr. Carlton B. Goodlett Place 1 Dr. Carlton B. Goodlett Place San Francisco CA 94102	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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ADDITIONAL REMARKS SCHEDULE

AGENCY Arthur J. Gallagher & Co.		NAMED INSURED Public Health Foundation Enterprises, Inc. dba Heluna Health 13300 Crossroads Parkway North, #450 City Of Industry CA 91746	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Carrier: Landmark American Insurance Company
 Policy Term: 6/1/2021 To 6/1/2022
 Per Claim: \$1,000,000 / Aggregate: \$1,000,000

Policy: Professional Liability
 Policy#: LHC789352
 Carrier: Landmark American Insurance Company
 Policy Term: 6/1/2021 To 6/1/2022
 Limit: \$5,000,000 / Aggregate: \$6,000,000 / Retention: \$25,000

Policy: Fidelity/Crime Coverage
 Policy#: MML-18978-21
 Carrier: Atlantic Specialty Insurance Company
 Policy Term: 6/1/2021 To 6/1/2022
 Employee Theft: Limit: \$2,000,000 / Deductible: \$50,000
 ERISA: Limit: \$500,000
 Forgery or alteration: Limit: \$2,000,000 / Deductible: \$25,000
 Theft of money and securities: Limit: \$2,000,000 / Deductible: \$25,000
 Money and securities: Limit: \$2,000,000 / Deductible: \$25,000
 Computer fraud: Limit: \$2,000,000 / Deductible: \$25,000
 Funds transfer fraud: Limit: \$2,000,000 / Deductible: \$25,000
 Money orders and counterfeit paper currency: Limit: \$2,000,000 / Deductible: \$25,000
 Theft of Client Property: Limit: \$2,000,000 / Deductible: \$50,000

City and County of San Francisco, its Officers, Agents and Employees are named additional insured under General Liability and Auto Liability Coverage with respect to the operations of the named insured. Waiver of subrogation on Workers Compensation applies in favor of certificate holder.



RE: Quality Comp, Inc.—Self-Insured Workers' Compensation Group

To Whom It May Concern:

As proof of workers' compensation coverage, I would like to provide you with the attached Certificate of Consent to Self-Insure issued to Quality Comp, Inc. by the Department of Industrial Relations, Office of Self-Insurance Plans. This Certificate carries an effective date of December 1, 2004 and does not have an expiration date. The Quality Comp, Inc. program has excess insurance coverage with Safety National Casualty Corporation. Safety National is a fully licensed and admitted writer of Excess Workers' Compensation Insurance in the State of California (NAIC #15105). The company is rated "A++ Superior" Category "XV" by A.M. Best & Company.

Specific Excess Insurance

Excess Workers' Compensation: Statutory per occurrence excess of \$500,000
Employers Liability: \$1,000,000 Limit

Term of Coverage

Effective Date: January 1, 2021
Expiration: January 1, 2022

Please contact me if you have any questions or require additional information. Thank you.

Sincerely,

A handwritten signature in black ink that reads "Jacqueline Harris". The signature is written in a cursive style.

Jacqueline Harris
Director of Underwriting
RPS Monument

STATE OF CALIFORNIA
DEPARTMENT OF INDUSTRIAL RELATIONS
OFFICE OF THE DIRECTOR

NUMBER 4515

CERTIFICATE OF CONSENT TO SELF-INSURE

Quality Comp, Inc.

THIS IS TO CERTIFY, That (a CA corporation)

has complied with the requirements of the Director of Industrial Relations under the provisions of Sections 3700 to 3705, inclusive, of the Labor Code of the State of California and is hereby granted this Certificate of Consent to Self-Insure.

This certificate may be revoked at any time for good cause shown.*



EFFECTIVE:

THE 1st DAY OF December, 2004

DEPARTMENT OF INDUSTRIAL RELATIONS
OF THE STATE OF CALIFORNIA


JOHN M. REA

DIRECTOR


MARK T. JOHNSON

MANAGER

* Revocation of Certificate.—“A certificate of consent to self-insure may be revoked by the Director of Industrial Relations at any time for good cause after a hearing. Good cause includes, among other things, the impairment of the solvency of such employer, the inability of the employer to fulfill his obligations, or the practice by such employer or his agent in charge of the administration of obligations under this division of any of the following: (a) Habitually and as a matter of practice and custom inducing claimants for compensation to accept less than the compensation due or making it necessary for them to resort to proceedings against the employer to secure the compensation due; (b) Discharging his compensation obligations in a dishonest manner; (c) Discharging his compensation obligations in such a manner as to cause injury to the public or those dealing with him.” (Section 3702 of Labor Code.) The Certificate may be revoked for noncompliance with Title 8, California Administrative Code, Group 2—Administration of Self-Insurance.

DEPARTMENT OF INDUSTRIAL RELATIONS

OFFICE OF SELF-INSURANCE PLANS

11050 Olson Drive, Suite 230

Rancho Cordova, CA 95670

Phone No. (916) 464-7000

FAX (916) 464-7007



CERTIFICATION OF SELF-INSURANCE OF WORKERS' COMPENSATION

TO WHOM IT MAY CONCERN:

This certifies that Certificate of Consent to Self-Insure No. **4515** was issued by the Director of Industrial Relations to:

Quality Comp, Inc.

under the provisions of Section 3700, Labor Code of California with an effective date of **December 1, 2004**. The certificate is currently in full force and effective.

Dated at Sacramento, California

This day the 03rd of December 2020

A handwritten signature in cursive script, appearing to read "Lyn Asio Booz".

Lyn Asio Booz, Chief

ORIG: Jackie Harris
Director Of Underwriting
Monument Insurance Services
255 Great Valley Pkwy, Ste 200
Malvern, Pa 19355

NUMBER : 4515 - 0112

STATE OF CALIFORNIA
DEPARTMENT OF INDUSTRIAL RELATIONS
OFFICE OF THE DIRECTOR

CERTIFICATE OF CONSENT TO SELF-INSURE

THIS IS TO CERTIFY, That

Public Health Foundation Enterprises, Inc.

(Name of Affiliate)

STATE OF INCORPORATION CA

Quality Comp, Inc.

(Master CertificateHolder)

STATE OF INCORPORATION CA

has complied with the requirements of the Director of Industrial Relations under the provisions of Sections 3700 to 3705, inclusive, of the Labor Code of the State of California and is hereby granted this Certificate of Consent to Self-Insure, holder of Master Certificate No, 4515.

This certificate may be revoked at any time for good cause shown.*

EFFECTIVE DATE : June 1, 2018

DEPARTMENT OF INDUSTRIAL RELATIONS
OF THE STATE OF CALIFORNIA



A handwritten signature in black ink, appearing to read "Lyn Asio Booz", written over a horizontal line.

Lyn Asio Booz, Chief

A handwritten signature in black ink, appearing to read "Andre Schoorl", written over a horizontal line.

Andre Schoorl, Acting Director

*Revocation of Certificate.--"A certificate of consent to self-insure may be revoked by the Director of Industrial Relations at any time for good cause after a hearing. Good cause includes, among other things, the impairment of solvency of such employer, the inability of the employer to fulfill his obligations, or the practice of such employer or his agent in charge of the administration of obligations, under the this division of any of the following: (a) Habitually and as a matter of practice and custom inducing claimants for compensation to accept less than the compensation due or making it necessary for them to resort to proceedings against the employer to secure the compensation due; (b) Discharging his compensation obligations in a dishonest manner; (c) Discharging his compensation obligations in such a manner as to cause injury to the public or those dealing with him."(Section 3702 of Labor Code.) The Certificate may be revoked for non compliance with Title 8, California Administrative Code, Group 2 -- Administration of Self Insurance

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED INSURED

This endorsement modifies insurance provided under the following:

- BUSINESS AUTO COVERAGE FORM
- GARAGE COVERAGE FORM
- MOTOR CARRIER COVERAGE FORM
- TRUCKERS COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "insureds" under the Who Is An Insured Provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage Form.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Endorsement Effective: 6/1/2021	Countersigned By:
Named Insured: Public Health Foundation Enterprises	(Authorized Representative)

SCHEDULE

<p>Name of Person(s) or Organization(s):</p> <p style="margin-left: 20px;">City and County of San Francisco, its Officers, Agents and Employees</p>

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to the endorsement.)

Each person or organization shown in the Schedule is an "insured" for Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured Provision contained in **Section II** of the Coverage Form.



WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS

Quality Comp, Inc. is a Group Self-Insurance Program authorized by the Office of Self-Insurance Plans to provide workers' compensation to approved members. The Board of Directors of Quality Comp, Inc. has authorized the Program Administrator to waive rights of subrogation in certain instances.

This change in coverage, effective 12:01 AM January 1, 2021, forms part of the member's coverage in Self-Insurance Group No. 4515.

Issued to Public Health Foundation Enterprises, Inc. dba Heluna Health

By Quality Comp, Inc.

The Program has the right to recover our payments from anyone liable for an injury covered by this employer. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

The additional premium for this change shall be **\$2,500.00**.

Schedule

Person or Organization

ANY PERSON OR ORGANIZATION FOR WHOM THE NAMED INSURED HAS PROVIDED BY WRITTEN CONTRACT TO FURNISH THIS WAIVER

Job Description

BLANKET WAIVER OF SUBROGATION

Countersigned by _____
Vicki Eberwein, Program Administrator, Authorized Representative

Risk Placement Services, Inc.

255 Great Valley Parkway, Suite 200
Malvern, PA 19355



<p>California Department of Public Health, WIC Program Local Agency Support Branch 3901 Lennane Drive, MS 8600 Sacramento, CA 95834</p>	<p>County of San Bernardino Human Services Contracts Unit San Bernardino, CA 92415-0515</p>	<p>San Francisco Dept of Public Health 101 Grove Street, Room 402 San Francisco CA 94102</p>
<p>City and County of San Francisco 25 Van Ness Avenue, Suite 750 San Francisco, CA 94102</p>	<p>County of San Bernardino, Department of Public Health Attn: Caryn Nunley, Special Projects Coordinator 172 W Third Street San Bernardino, CA 92415-0010</p>	<p>Shasta County Health and Human Services Agency Business and Support Services Branch Contracts 1810 Market St. Redding, CA 96001</p>
<p>City of Berkeley Health, Housing & Community Services Department Berkeley, CA 94704</p>	<p>County of San Diego, Department of General Services, Real Estate Services Division 5560 Overland Avenue, Suite 410 San Diego, CA 92123</p>	<p>Smart & Final Inc. Smart & Final Stores LLC Risk Management Dept. P. O. Box 512377 Los Angeles, CA 90051</p>
<p>County of Los Angeles - Department of Public Health Contract Monitoring Unit 5555 Ferguson Drive, Suite 210 Commerce, CA 90022</p>	<p>Los Angeles County Children and Families First – Proposition 10 Commission its officials, officers, directors, agents, consultants and employees First 5 LA Los Angeles, CA 90012</p>	<p>The City and County of San Francisco Dept. of Public Health 25 Van Ness Avenue, #500 San Francisco, CA 94102</p>
<p>County of Los Angeles, Department of Health Services - Contracts and Grants Division cgcontractorinsurance@dhs.lacounty.gov 313 Figueroa Street, 6E Los Angeles, CA 90012</p>	<p>Sacramento Regional Transit District Attn: Senior Paralegal Office of Chief Counsel P O Box 2110 Sacramento, CA 95812-2110</p>	<p>TNREF III PLAZA 360 LLC C/O RiverRock Real Estate Group 360 22nd Street Oakland, CA 94612</p>

Risk Placement Services, Inc.

255 Great Valley Parkway, Suite 200
Malvern, PA 19355



<p>Trinity County Health and Human Services Attn: Arina Erwin P.O. Box# 1470 Weaverville, CA 96093</p>	<p>Univision Los Angeles Attn: Reggie Texada, Univision Risk Mgt 2323 Bryan Street, Suite 1900 Dallas, TX 75201</p>	
<p>Knowledge Services and the State of Arizona 5875 Castle Creek Parkway, Suite 400 Castleton, IN 46250</p>	<p>City and County of San Francisco Office of the Treasurer and Tax Collector City Hall – Room 140, 1 Dr. Carlton B. Goodlett Place San Francisco CA 94102</p>	
<p>L & O Aliso Viejo, LLC dba: Renaissance ClubSport Aliso Viejo 50 Enterprise Drive Aliso Viejo, CA 92656</p>		
<p>WIC Supplemental Nutrition Contract Management Unit 3901 Lennane Avenue Sacramento, CA 95814</p>		
<p>County of Sacramento 7001A East Parkway Sacramento, CA 95823</p>		

Risk Placement Services, Inc.

255 Great Valley Parkway, Suite 200
Malvern, PA 19355

This Endorsement Changes The Policy. Please Read It Carefully.

ADDITIONAL INSURED BLANKET - PRIMARY

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM - OCCURRENCE

SCHEDULE

Name of Person or Organization:

Any person or organization to whom or to which you are obligated by virtue of a written contract or by the issuance or existence of a written permit, to provide insurance such as is afforded by this policy.

A. SECTION II - WHO IS AN INSURED is amended to include as an additional insured the person(s) or organization(s) shown on the SCHEDULE, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

B. With respect to the insurance afforded to these additional insured, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

If you are required by a written contract to provide primary insurance, this policy shall be primary as respects to your negligence and **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS, 4. Other Insurance** does not apply, but only with respect to coverage provided by this policy.

All other terms, conditions and warranties remaining unchanged.

This endorsement effective 6/1/2021
forms part of Policy Number LHC789352
issued to PUBLIC HEALTH FOUNDATION
ENTERPRISES, INC DBA HELUNA HEALTH
by: Landmark American Insurance Company

Endorsement No.: 11



Department of Emergency Management
1011 Turk Street, San Francisco, CA 94102
Phone: (415) 558-3800 Fax: (415) 558-3843



London N. Breed
Mayor

Mary Ellen Carroll
Executive Director

December 30, 2021

RE: Letter of Intent for HSH Grant Application

To whom it may concern,

As Executive Director of the San Francisco Department of Emergency Management, I hereby offer my support and partnership on the following encampment resolution strategy proposed by the Department of Homelessness and Supportive Housing (HSH).

- Operation of the 33 Gough Street Safe Sleep site
- Operation of the 1515 South Van Ness Avenue Safe Sleep Site
- Operation of the semi-congregate shelter planned at 711 Post Street
- Client transportation costs

The San Francisco Department of Emergency Management will partner with HSH to implement this strategy through the Healthy Streets Operations Center (HSOC), a collaboration between multiple San Francisco City departments to offer a coordinated response to encampments and to provide access to City services for those living on the streets.

Thank you for your consideration of this application.

Sincerely,

DocuSigned by:

Mary Ellen Carroll

29F685F5254A4F0...

12/30/2021

Mary Ellen Carroll
Executive Director
Department of Emergency Management
1011 Turk Street
San Francisco, CA 94102



San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

December 30, 2021

RE: Letter of Intent for HSH Grant Application

To whom it may concern,

As Chief of the San Francisco Fire Department, I hereby offer my support and partnership on the following encampment resolution strategy proposed by the Department of Homelessness and Supportive Housing (HSH).

- Operation of the 33 Gough Street Safe Sleep site
- Operation of the 1515 South Van Ness Avenue Safe Sleep Site
- Operation of the semi-congregate shelter planned at 711 Post Street
- Client transportation costs

The San Francisco Fire Department will partner with HSH to implement this strategy through the Healthy Streets Operations Center (HSOC), a collaboration between multiple San Francisco City departments to offer a coordinated response to encampments and to provide access to City services for those living on the streets.

Thank you for your consideration of this application.

Sincerely,

DocuSigned by:

Jeanine Nicholson

BD2C4E1ABA08446...

12/30/2021

Jeanine R. Nicholson

Chief of Department
San Francisco Fire Department
698 Second Street,
San Francisco, CA 94107



San Francisco Department of Public Health

December 30, 2021

RE: Letter of Intent for HSH Grant Application

To whom it may concern,

As Director of the San Francisco Department of Public Health, I hereby offer my support and partnership on the following encampment resolution strategy proposed by the Department of Homelessness and Supportive Housing (HSH).

- Operation of the 33 Gough Street Safe Sleep site
- Operation of the 1515 South Van Ness Avenue Safe Sleep Site
- Operation of the semi-congregate shelter planned at 711 Post Street
- Client transportation costs

The San Francisco Department of Public Health will partner with HSH to implement this strategy through the Healthy Streets Operations Center (HSOC), a collaboration between multiple San Francisco City departments to offer a coordinated response to encampments and to provide access to City services for those living on the streets.

Thank you for your consideration of this application.

Sincerely,

A handwritten signature in black ink, appearing to read "Grant Colfax", written over a horizontal line.

Grant Colfax, MD
Director of Health
San Francisco Department of Public Health
101 Grove Street
San Francisco, CA 94102



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/13/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Asero Insurance Services 200 N. Almaden Blvd., 3rd Floor San Jose, CA 95110	CONTACT NAME: Chris Lee PHONE (A/C, No, Ext): (408) 289-5903 FAX (A/C, No): E-MAIL ADDRESS: chris@aseroins.com
	INSURER(S) AFFORDING COVERAGE
INSURED Urban Alchemy 72 6th St San Francisco, CA 94103	INSURER A : Prime Insurance Company NAIC # 12588
	INSURER B : State Compensation Insurance Fund of California 35076
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Assault & Battery <input checked="" type="checkbox"/> Sexual Abuse GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		SC21090616-0	9/1/2021	9/1/2022	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ Excluded						
	MED EXP (Any one person) \$ Excluded						
	PERSONAL & ADV INJURY \$ Excluded						
	GENERAL AGGREGATE \$ 2,000,000						
PRODUCTS - COMP/OP AGG \$ Included							
	Prof. Liab. \$ 1,000,000						
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			SC21090616-0	9/1/2021	9/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	BODILY INJURY (Per person) \$						
	BODILY INJURY (Per accident) \$						
	PROPERTY DAMAGE (Per accident) \$						
	UMBRELLA LIAB <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below			9258536	8/1/2021	8/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	E.L. EACH ACCIDENT \$ 1,000,000						
	E.L. DISEASE - EA EMPLOYEE \$ 1,000,000						
	E.L. DISEASE - POLICY LIMIT \$ 1,000,000						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 The Additional Insured Endorsement has been requested from the carrier.

CERTIFICATE HOLDER

CANCELLATION

City and County of San Francisco Department of Homelessness and Supportive Housing PO Box 427400 San Francisco, CA 94142	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Prabhjot Kaur</i>
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/13/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

PRODUCER: Asero Insurance Services, 200 N. Almaden Blvd., 3rd Floor, San Jose, CA 95110. CONTACT NAME: Prabh Kaur, PHONE: (408) 271-2300, FAX: (A/C, No):, E-MAIL ADDRESS: certs@aseroins.com. INSURER(S) AFFORDING COVERAGE: State Compensation Insurance Fund of California, NAIC #: 35076. INSURED: Urban Alchemy, 1035 Market Street, Suite 150, San Francisco, CA 94110.

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Includes rows for Commercial General Liability, Automobile Liability, Umbrella Liability, and Workers Compensation and Employers' Liability.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) The Additional Insured Endorsement has been requested from the carrier.

CERTIFICATE HOLDER: City and County of San Francisco, Department of Homelessness and Supportive Housing, PO Box 427400, San Francisco, CA 94142. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: Prabhjot Kaur

CERTIFICATE OF INSURANCE

DATE (MM/DD/YY)
12/10/2021

PRODUCER AND THE NAMED INSURED
Prime Insurance Company

8722 S. Harrison St.
Sandy, UT 84070
(801) 304-5500

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE OF INSURANCE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND, OR ALTER THE COVERAGE AFFORDED BY THE INSURANCE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURED
Urban Alchemy

1035 Market St Ste 150
San Francisco, CA 94103

INSURER A: Prime Insurance Company
INSURER B:
INSURER C:
INSURER D:
INSURER E:

"LIMITS SHOWN ARE THOSE IN EFFECT AS OF POLICY INCEPTION"

- Company #12588

COVERAGES

The policies of insurance listed below have been issued to the insured named above for the policy indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Aggregate limits shown may have been reduced by paid claims.

TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
<input checked="" type="checkbox"/> Commercial Liability <input checked="" type="checkbox"/> Claims Made <input checked="" type="checkbox"/> Include Products <input checked="" type="checkbox"/> Include Completed Operations	SC21090616	9/1/2021	9/1/2022	\$1,000,000 Per Accident \$2,000,000 Policy Aggregate \$1,000,000 Per Act \$1,000,000 Assault and Battery \$1,000,000 Sexual Abuse and Molestation
<input checked="" type="checkbox"/> Commercial Auto Liability <input type="checkbox"/> Any Auto <input type="checkbox"/> All Owned Autos <input checked="" type="checkbox"/> Scheduled Autos <input type="checkbox"/> Hired Autos <input type="checkbox"/> Non-Owned Autos <input type="checkbox"/> Drive Away <input type="checkbox"/> Specifically Described Autos	SC21090616	9/1/2021	9/1/2022	\$1,000,000 Per Accident \$194,000 Physical Damage-total scheduled val \$15,000 U.M. Per Person \$30,000 U.M. Per Accident \$3,500 U.M. Property Damage
<input type="checkbox"/> Commercial Garage Liability G.K.L.L. O.T.R.P.D. D.O.C. Cargo On Hook Employee Dishonesty Wrongful Repossession Claims Made Exclude Products Exclude Completed Operations				
<input type="checkbox"/> Excess Liability <input type="checkbox"/> Claims Made				

LIMITATION OF COVERAGE FOR ADDITIONAL INSURED
Please see the attached Additional Insured Endorsement.

DESCRIPTION OF OPERATION/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS
Coverage is limited to only insured activities or operations identified in the Policy. Security & Patrol Agencies - Unarmed, Janitorial Service., Camps., Bathhouses or Bathing Pavilions., Buildings or Premises - Office occupied by Employees of the Insured., Scheduled Employees., Administrative Employees - Professional Liability., Assault & Battery., Sexual Abuse Endorsement.

<input checked="" type="checkbox"/> CERTIFICATE HOLDER	<input checked="" type="checkbox"/> ADDITIONAL INSURED	<input type="checkbox"/> LOSS PAYEE
City and County of San Francisco Department of Homelessness and Supportive Housing 440 Turk Street San Francisco, CA 94102		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 0 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
		AUTHORIZED REPRESENTATIVE <div style="text-align: center;"><i>Caroline Geiger</i></div>

ADDITIONAL INSURED ENDORSEMENT

PAP-99-12

This Endorsement changes the terms and conditions of the Policy issued. Please read it carefully!

The following requirements govern coverage under the Policy and must be adhered to for coverage to be provided to the Insured under the Policy. No activities conducted by the Insured are covered under the Policy unless they are conducted in full compliance with all of the requirements specified below and in the Policy. The Insured must advise its employees, agents, contractors, and/or subcontractors of these requirements and ensure that they also abide by them for coverage to be provided. The Insured agrees and understands that any noncompliance with the following specified requirements and/or the terms and conditions set forth in the Policy will result in the denial of coverage under the Policy meaning the Insurer will not be obligated to indemnify or defend you.

Policy Number: SC21090616

Insured: Urban Alchemy

Effective Date: 12/7/2021

Additional Insured: City and County of San Francisco
Department of Homelessness and Supportive Housing

440 Turk Street
San Francisco, CA 94102

Generating an additional premium of: \$50.00

The "Who is a Insured" provision of the Policy shall be amended to include the person or organization scheduled in this Endorsement as an Additional Insured for the limited purpose of liability arising from Your Work, as that term applies to the Insured only, and subject to all other terms and conditions of the Policy and this Endorsement.

The coverage provided by this Endorsement only extends to cover the Additional Insured for allegations of liability based upon alleged, actionable conduct of the Insured and only to the extent the Insured would have been liable and coverage would have been afforded to the Insured under the terms and conditions of this Policy had such Claim been made against the Insured.

The Policy expressly provides that coverage is to be construed and enforced in accordance with the laws of the State of Utah, and the Insured has consented to the jurisdiction of the courts of the State of Utah and has agreed that those courts shall be the exclusive forum to hear and decide disputes consisting of or relating to coverage issues.

The Additional Insured is subject to all of the terms, provisions, conditions, exclusions, definitions, limitations, representations, and Endorsements of the Policy issued to the Insured, and all related documents providing coverage to the Insured. The failure of the Insured to adhere to any such provisions will also defeat coverage under the Policy for all Additional Insureds.

The Insurance afforded by the Policy to the Additional Insured(s) scheduled in this Endorsement as an Additional Insured, at the location scheduled in this Endorsement, for the limited purpose of liability arising from Your Work, as that term applies to the Insured only, and subject to all other terms and conditions of the Policy and this Endorsement is primary insurance. Any other insurance or self-insurance maintained by the Additional Insured(s) is excess of this insurance and shall not contribute to it.

Endorsement No.: 30 _____

Evolution Insurance Brokers, LC

	A	B	C	D	G	J	AK
1	DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING						
2	APPENDIX B, BUDGET						
7	Provider Name	Urban Alchemy					
8	Program	Safe Sleep @ 33 Gough Cabins					
17			12/1/2021 - 6/30/2022	7/1/2022 - 3/31/2023		12/1/2021 - 3/31/2023	
19	Expenditures						
20	Salaries & Benefits	\$	1,388,770	\$	1,743,690	\$	3,132,460
21	Operating Expense	\$	221,369	\$	285,674	\$	507,043
22	Subtotal	\$	1,610,139	\$	2,029,364	\$	3,639,503
23	Indirect Percentage		15.00%		15.00%		
24	Indirect Cost (Line 21 X Line 22)	\$	241,521	\$	304,405	\$	545,925
25	Other Expenses (Not subject to indirect %)	\$	-	\$	-	\$	-
26	Capital Expenditure	\$	-	\$	-	\$	-
28	Total Expenditures	\$	1,851,660	\$	2,333,768	\$	4,185,428
29							

		A			D	G	AH
1	DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING						
2	OPERATING DETAIL						
8							
9							
10							
12	<u>Operating Expenses</u>	Year 1	Year 2	All Years			
13	Rental of Property	12/1/2021 - 6/30/2022	7/1/2022 - 3/31/2023	12/1/2021 - 3/31/2023			
		Budgeted Expense	Budgeted Expense	Budgeted Expense			
13	Rental of Property	\$ -	\$ -	\$ -			
14	Utilities(Elec, Water, Gas, Phone, Scavenger)	\$ 42,700	\$ 54,900	\$ 97,600			
15	Office Supplies, Postage	\$ 1,050	\$ 1,350	\$ 2,400			
16	Building Maintenance Supplies and Repair	\$ 6,125	\$ 7,875	\$ 14,000			
17	Printing and Reproduction	\$ 1,286	\$ 1,000	\$ 2,286			
18	Insurance	\$ 18,561	\$ 23,864	\$ 42,424			
19	Staff Training	\$ 7,000	\$ 9,000	\$ 16,000			
20	Staff Travel-(Local & Out of Town)	\$ -	\$ -	\$ -			
21	Rental of Equipment	\$ 112,875	\$ 150,000	\$ 262,875			
22	Communications/IT	\$ 9,752	\$ 10,435	\$ 20,188			
23	Client Expenses	\$ 14,583	\$ 18,750	\$ 33,333			
24	Uniforms	\$ 7,438	\$ 8,500	\$ 15,938			
25				\$ -			
26				\$ -			
27				\$ -			
28				\$ -			
42	<u>Consultants</u>			\$ -			
43				\$ -			
44				\$ -			
45				\$ -			
46				\$ -			

		A			D	G	AH
1	DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING						
2	OPERATING DETAIL						
8							
9			Year 1	Year 2	All Years		
54	<u>Subcontractors (First \$25k Only)</u>				\$ -	\$ -	
55					\$ -	\$ -	
56					\$ -	\$ -	
57					\$ -	\$ -	
58					\$ -	\$ -	
68	TOTAL OPERATING EXPENSES	\$	221,369	\$	285,674	\$	507,043
69							
70	<u>Other Expenses (not subject to indirect cost %)</u>						
71					\$ -	\$ -	
72					\$ -	\$ -	
73					\$ -	\$ -	
74					\$ -	\$ -	
75					\$ -	\$ -	
76					\$ -	\$ -	
84	TOTAL OTHER EXPENSES	\$	-	\$	-	\$	-
85							
86	<u>Capital Expenses</u>						
87					\$ -	\$ -	
88					\$ -	\$ -	
89					\$ -	\$ -	
95	TOTAL CAPITAL EXPENSES	\$	-	\$	-	\$	-

BUDGET NARRATIVE

Salaries & Benefits

CEO
COO
Operations Manager
Operations Specialist
Program Compliance & Data Reporting Manager
Program Director
Care Coordinator
Program Supervisor
Shower Supervisor
General Practitioner
Security Practitioner
Maintenance Practitioner
Shower Practitioner
Program Supervisor (Salary cost as of 1/1/2020)

Shower Supervisor (Salary cost as of 1/1/2020)

General Practitioner (Salary cost as of 1/1/2020)

Security Practitioner (Salary cost as of 1/1/2020)

Maintenance Practitioner (Salary cost as of 1/1/2020)

Shower Practitioner (Salary cost as of 1/1/2020)

Graveyard Program Supervisor (Salary cost as of 1/1/2020)

Graveyard General Practitioner (Salary cost as of 1/1/2020)

Graveyard Maintenance Practitioner (Salary cost as of 1/1/2020)

Graveyard Security Practitioner (Salary cost as of 1/1/2020)

Director Care Coordination

Director of Partnerships & Contracts

Operating Expenses

Rental of Property
Utilities(Elec, Water, Gas, Phone, Scavenger)
Office Supplies, Postage
Building Maintenance Supplies and Repair

Printing and Reproduction
Insurance
Staff Training

Staff Travel-(Local & Out of Town)

Rental of Equipment

Communications/IT

Client Expenses

Uniforms

Justification

Program oversight
Program oversight
Program oversight, training, and compliance
Program support, procurement
Analyst, data, compliance
Director program oversight and training
Case management, care management
Site operations management, 24 hours a day/7 days a week, 3 shifts
Shower operations capability, 5 days a week (day shift)
General monitoring, 6 practitioners/3 shifts per day
Operations, gate management, 6 practitioners/3 shifts per day
Maintenance, 5 practitioners/3 shifts per day
Shower maintenance, 5 days a week (day shift)
Site operations management, 7 days a week, 2 Day shifts, reduced rate per hour from \$30 to \$26
Shower operations capability, 5 days a week (day shift), reduced rate per hour from \$30 to \$26
General monitoring, 6 practitioners/ 2 shifts (day and swing), reduced rate from \$26 to \$21 per hour
Operations, gate management, 6 practitioners/2 shifts (day and swing), reduced rate from \$26 to \$21 per hour
Maintenance, 5 practitioners/ 2 shifts (day and swing), reduced rate from \$26 to \$21 per hour
Shower maintenance, 5 days a week (day shift), reduced rate from \$26 to \$21 per hour
Site operations management, 7 days a week, 1 Graveyard shift, reduced rate per hour from \$30 to \$27 (\$1 pay differential)
General monitoring, 6 practitioners/1 graveyard shift per day, reduced rate from \$26 to \$22 per hour (\$1 pay differential)
Maintenance, 5 practitioners/1 graveyard shift per day, reduced rate from \$26 to \$22 per hour (\$1 pay differential)
Operations, gate management, 6 practitioners/1 graveyard shift per day, reduced rate from \$26 to \$22 per hour (\$1 pay differential)
25% of Director of Care Coordination who supervises Care Coordinators across Safe Sleep Programs
Program oversight and point of contact with HSH

Justification

Share of 1035 market st
General water/gas at \$5 per month. Recology @ \$6.05K/mo
\$150 per month
\$500 per month - cleaning supplies, site maintenance; Adding fire extinguisher cost to this line \$375/mo (\$112.37/ea)
\$140.50 per month
Share of annual General Liability, D&O, and Umbrella insurance
\$1,000 per month

Toilet, Sink and Shower rental (avg cost) @ \$12.5K/mo
Computers, radios, internet
PPE, gloves, hygiene items
34 FTE *\$250 for uniforms

Employee Name

Lena Miller

Ron Wilson

Artie Gilbert

Heather Cardenas

Erika Drayton, Caresha Carter, Gavilan Chavez, Teonte Thomas

Kevin Lee/Nadon King

Tekia Oliver, TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

Zach Revell

Mike Anderer

	A	B	C	D	G	J	M	AK
1	DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING							
2	APPENDIX B, BUDGET							
7	Provider Name	Urban Alchemy						
8	Program	711 Post (Ansonia Hotel)						
17			2/1/2022 - 6/30/2022	7/1/2022 - 6/30/2023	7/1/2023 - 6/30/2024	2/1/2022 - 6/30/2024		
19	Expenditures							
20	Salaries & Benefits		\$ 1,312,297	\$ 3,149,512	\$ 3,149,512	\$ 7,611,320		
21	Operating Expense		\$ 244,208	\$ 551,100	\$ 551,100	\$ 1,346,408		
22	Subtotal		\$ 1,556,505	\$ 3,700,612	\$ 3,700,612	\$ 8,957,728		
23	Indirect Percentage		15.00%	15.00%	15.00%			
24	Indirect Cost (Line 22 X Line 23)		\$ 233,476	\$ 555,092	\$ 555,092	\$ 1,343,659		
25	Other Expenses (Not subject to indirect %)		\$ 836,000	\$ 2,041,400	\$ 2,041,400	\$ 4,918,800		
26	Capital Expenditure		\$ 13,000	\$ -	\$ -	\$ 13,000		
27	Admin Cost (HUD Agreements Only)							
28	Total Expenditures		\$ 2,638,980.58	\$ 6,297,103.40	\$ 6,297,103.40	\$ 15,233,187.38		

		A		B	C	D	E	R	S	V	BV
1 DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING											
2 SALARY & BENEFIT DETAIL											
3	Provider Name	Urban Alchemy									
4	Program	711 Post (Ansonia Hotel)									
5	Program										
8	POSITION TITLE	Year 1		Year 3			Year 3		All Years		
9		Agency Totals		For HSH Funded Program			For HSH Funded Program		7/1/2023 - 6/30/2024		All Years
10		Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	% FTE funded by this budget	Adjusted Budgeted FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Budgeted Salary	Budgeted Salary
11	CEO	\$ 220,000	1.00	2%	0.02	2%	0.02	0.02	0.02	\$ 4,400	\$ 10,633
12	COO	\$ 170,000	1.00	3%	0.03	3%	0.03	0.03	0.03	\$ 5,100	\$ 12,325
13	Director of Partnerships & Contracts	\$ 140,000	1.00	3%	0.03	3%	0.03	0.03	0.03	\$ 4,200	\$ 10,150
14	Operations Manager	\$ 95,680	1.00	13%	0.13	13%	0.13	0.13	0.13	\$ 12,438	\$ 30,059
15	Operations Specialist	\$ 74,880	1.00	13%	0.13	13%	0.13	0.13	0.13	\$ 9,734	\$ 23,525
16	Program Compliance & Data Reporting Manager	\$ 49,920	1.00	25%	0.25	25%	0.25	0.25	0.25	\$ 12,480	\$ 30,160
17	Director Care Coordination	\$ 66,560	1.00	25%	0.25	25%	0.25	0.25	0.25	\$ 16,640	\$ 40,213
18	Program Director	\$ 66,560	1.00	100%	1.00	100%	1.00	1.00	1.00	\$ 66,560	\$ 160,853
19	Care Coordinator	\$ 62,400	4.00	100%	4.00	100%	4.00	4.00	4.00	\$ 249,600	\$ 603,200
20	Program Supervisor	\$ 54,080	2.80	100%	2.80	100%	2.80	2.80	2.80	\$ 151,424	\$ 365,941
21	Program Supervisor - Night Shift	\$ 56,160	1.40	100%	1.40	100%	1.40	1.40	1.40	\$ 78,624	\$ 190,008
22	General Practitioner	\$ 43,680	18.20	100%	18.20	100%	18.20	18.20	18.20	\$ 794,976	\$ 1,921,192
23	Security Practitioner	\$ 43,680	2.80	100%	2.80	100%	2.80	2.80	2.80	\$ 122,304	\$ 295,568
24	Maintenance Practitioner	\$ 43,680	5.60	100%	5.60	100%	5.60	5.60	5.60	\$ 244,608	\$ 591,136
25	General Practitioner - Night Shift	\$ 45,760	5.60	100%	5.60	100%	5.60	5.60	5.60	\$ 256,256	\$ 619,285
26	Security Practitioner - Night Shift	\$ 45,760	1.40	100%	1.40	100%	1.40	1.40	1.40	\$ 64,064	\$ 154,821
27	Maintenance Practitioner - Night Shift	\$ 45,760	2.80	100%	2.80	100%	2.80	2.80	2.80	\$ 128,128	\$ 309,643
28	Facilities Manager	\$ 58,240	1.00	100%	1.00	100%	1.00	1.00	1.00	\$ 58,240	\$ 140,747
29										\$ -	\$ -
30										\$ -	\$ -
31										\$ -	\$ -
32										\$ -	\$ -
55		TOTAL SALARIES		TOTAL SALARIES			TOTAL SALARIES		TOTAL SALARIES		\$ 5,509,461
56		TOTAL FTE		TOTAL FTE			TOTAL FTE		TOTAL FTE		47.44
57		FRINGE BENEFIT RATE		FRINGE BENEFIT RATE			FRINGE BENEFIT RATE		FRINGE BENEFIT RATE		38.15%
58		EMPLOYEE FRINGE BENEFITS		EMPLOYEE FRINGE BENEFITS			EMPLOYEE FRINGE BENEFITS		EMPLOYEE FRINGE BENEFITS		\$ 869,735
59		TOTAL SALARIES & BENEFITS		TOTAL SALARIES & BENEFITS			TOTAL SALARIES & BENEFITS		TOTAL SALARIES & BENEFITS		\$ 7,611,320
60											
61											
62											

		A	D	G	J	AH
1	DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING					
2	OPERATING DETAIL					
9		Year 1	Year 2	Year 3	All Years	
10		2/1/2022 - 6/30/2022	7/1/2022 - 6/30/2023	7/1/2023 - 6/30/2024	2/1/2022 - 6/30/2024	
12	<u>Operating Expenses</u>	Budgeted Expense	Budgeted Expense	Budgeted Expense	Budgeted Expense	
13	Rental of Property	\$ -	\$ -	\$ -	\$ -	
14	Utilities(Elec, Water, Gas, Phone, Scavenger)	\$ 91,250	\$ 219,000	\$ 219,000	\$ 529,250	
15	Office Supplies, Postage	\$ 1,250	\$ 3,000	\$ 3,000	\$ 7,250	
16	Building Maintenance Supplies and Repair	\$ 62,500	\$ 150,000	\$ 150,000	\$ 362,500	
17	Printing and Reproduction	\$ 250	\$ 600	\$ 600	\$ 1,450	
18	Insurance	\$ 41,667	\$ 100,000	\$ 100,000	\$ 241,667	
19	Staff Training	\$ 2,500	\$ 6,000	\$ 6,000	\$ 14,500	
20	Staff Travel-(Local & Out of Town)	\$ -	\$ -	\$ -	\$ -	
21	Rental of Equipment	\$ -	\$ -	\$ -	\$ -	
22	Client Supplies (hygiene, etc)	\$ 8,333	\$ 20,000	\$ 20,000	\$ 48,333	
23	Cable/Internet	\$ 5,000	\$ 12,000	\$ 12,000	\$ 29,000	
24	Uniforms	\$ 6,458	\$ 15,500	\$ 15,500	\$ 37,458	
25			\$ -	\$ -	\$ -	
26			\$ -	\$ -	\$ -	
42	<u>Consultants</u>		\$ -	\$ -	\$ -	
43			\$ -	\$ -	\$ -	
44			\$ -	\$ -	\$ -	
54	Subcontractors (First \$25k Only)		\$ -	\$ -	\$ -	
55	Laundry Services - Vendor name TBD	\$ 25,000	\$ 25,000	\$ 25,000	\$ 75,000	
56			\$ -	\$ -	\$ -	
57			\$ -	\$ -	\$ -	
58				\$ -	\$ -	
59					\$ -	
60					\$ -	
68	TOTAL OPERATING EXPENSES	\$ 244,208	\$ 551,100	\$ 551,100	\$ 1,346,408	

	A	D	G	J	AH
1	DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING				
2	OPERATING DETAIL				
9		Year 1	Year 2	Year 3	All Years
69					
70		<u>Other Expenses (not subject to indirect cost %)</u>			
71		\$ 823,500	\$ 1,976,400	\$ 1,976,400	\$ 4,776,300
72		\$ 12,500	\$ 65,000	\$ 65,000	\$ 142,500
73					\$ -
74					\$ -
84		\$ 836,000	\$ 2,041,400	\$ 2,041,400	\$ 4,918,800
85					
86		<u>Capital Expenses</u>			
87		\$ 13,000	\$ -	\$ -	\$ 13,000
88					\$ -
89					\$ -
95		\$ 13,000	\$ -	\$ -	\$ 13,000
96					
97					9/1/2021

BUDGET NARRATIVE

Salaries & Benefits

CEO
COO
Director of Partnerships & Contracts
Operations Manager
Operations Specialist
Program Compliance & Data Reporting Manager
Director Care Coordination

Program Director
Care Coordinator
Program Supervisor
Program Supervisor - Night Shift
General Practitioner
Security Practitioner
Maintenance Practitioner
General Practitioner - Night Shift
Security Practitioner - Night Shift

Maintenance Practitioner - Night Shift
Facilities Manager

Operating Expenses

Rental of Property
Utilities(Elec, Water, Gas, Phone, Scavenger)

Building Maintenance Supplies and Repair
Insurance
Staff Training
Staff Travel-(Local & Out of Town)
Rental of Equipment
Client Supplies (hygiene, etc)
Cable/internet
Uniforms

Subcontractors (First \$25k Only)

Laundry Services - Vendor name TBD

Other Expenses (not subject to indirect cost %)

Rental of Property - Lease Costs
Laundry Services - Subcontractor TBD

Capital Expenses

Communications/IT

Justification

Program oversight
Program oversight
Program oversight and point of contact with HSH
Program oversight, training, and compliance
Program support, procurement
Analyst, data, compliance
25% of Director of Care Coordination who supervises Care Coordinators across Safe Sleep Programs
Director program oversight and training
Case management, care management
Site operations management # shifts / # days per week
Site operations management - night shift
General monitoring # of practitioners / # shifts / # days per week
Operations, gate management # of practitioners / # shifts / # days per week
Maintenance # of practitioners / # shifts / # days per week
General monitoring - night shift # of practitioners / # shifts / # days per week
Operations, gate management - night shift # of practitioners / # shifts / # days per week
Maintenance - night shift # of practitioners / x shifts / x days per week
Facility operations, maintenance, and logistics

Justification

Electric, gas, water, sewer, trash removal, pest control, fire alarm system, elevator fee
Site maintenance, cleaning supplies, repairs
Share of annual General Liability, D&O, and Umbrella insurance
Staff trainings in safety and de-escalation, harm reduction, and site operations.

PPE, gloves, hygiene kits, other client supplies.
WiFi internet for entire building
\$250 per uniform

Laundry service for client bedding and linens - weekly and for bed turnover

Justification

Per lease agreement with building owner, annual rent of \$1,976,400 (pro-rated).
Laundry service for client bedding and linens - weekly and for bed turnover

Justification

IT infrastructure upgrades (one-time in first year)

Employee Name

Lena Miller

Ron Wilson

Mike Anderer

Artie Gilbert

Heather Cardenas

Erika Drayton, Caresha Carter, Gavilan Chavez, Teonte Thomas

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

Work Plan Budget - 1515 South Van Ness_San Francisco
Summary (1)

	A	B	C	D	G	J	M	AK
1	DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING							
2	APPENDIX B, BUDGET							
7	Provider Name	Dolores Street Community Services						
8	Program	Safe Sleep @1515 S. Van Ness						
17				9/1/2020 - 6/30/2021	7/1/2021 - 6/30/2022	7/1/22- 12/31/22	9/1/2020 - 12/31/2022	
18				New	New	New	New	
19	Expenditures							
20	Salaries & Benefits			\$ 1,721,605	\$ 2,079,020	\$ 1,039,510	\$ 4,840,135	
21	Operating Expense			\$ 438,691	\$ 472,778	\$ 236,389	\$ 1,147,858	
22	Subtotal			\$ 2,160,296	\$ 2,551,798	\$ 1,275,899	\$ 5,987,993	
23	Indirect Percentage			15.00%	15.00%	15.00%		
24	Indirect Cost (Line 21 X Line 22)			\$ 324,044	\$ 382,770	\$ 191,385	\$ 898,199	
25	Other Expenses (Not subject to indirect %)			\$ -	\$ -	\$ -	\$ -	
26	Capital Expenditure			\$ -	\$ -	\$ -	\$ -	
28	Total Expenditures			\$ 2,484,341	\$ 2,934,567	\$ 1,467,284	\$ 6,886,192	

Work Plan Budget - 1515 South Van Ness_San Francisco
Summary (1)

	A	B	C	D	G	J	M	AK
1	DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING							
2	APPENDIX B, BUDGET							
7	Provider Name	Dolores Street Community Services						
8	Program	Safe Sleep @1515 S. Van Ness						

A	B	C																					
		D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	
1 DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING																							
2 SALARY & BENEFIT DETAIL																							
3																							
8	POSITION TITLE	Year 1 9/1/2020 - 6/30/2021				Year 2 For HSH Funded Program 7/1/2021 - 6/30/2022				Year 3 For HSH Funded Program 7/1/22-12/31/22				All Years 9/1/2020 - 12/31/2022									
		Budgeted Salary	Annual Full Time Salary for 1.00 FTE	Position FTE	% FTE funded by this budget	Budgeted Salary	Adjusted Budgeted FTE	% FTE funded by this budget	Agency Totals	Annual Full Time Salary for 1.00 FTE	Position FTE	% FTE funded by this budget	Agency Totals	Annual Full Time Salary for 1.00 FTE	Position FTE	% FTE funded by this budget	Budgeted Salary	Adjusted Budgeted FTE	% FTE funded by this budget	Budgeted Salary	Adjusted Budgeted FTE	% FTE funded by this budget	
9		\$ 457,600	\$ 49,920	11.19	100%	11.19	100%		\$ 558,605	5.60	100%		\$ 49,920	5.60	100%	\$ 279,302	5.60		\$ 1,295,507	16.16			
10	Shelter Monitor	\$ 182,000	\$ 52,000	4.94	100%	4.94	100%		\$ 256,880	2.47	100%		\$ 52,000	2.47	100%	\$ 128,440	2.47		\$ 567,320	2.47			
11	Lead Shelter Monitor	\$ 27,083	\$ 73,000	0.34	100%	0.34	100%		\$ 24,820	0.17	100%		\$ 73,000	0.17	100%	\$ 12,410	0.17		\$ 64,313	0.17			
12	Program Manager	\$ 84,933	\$ 34,125	2.80	100%	2.80	100%		\$ 95,550	1.40	100%		\$ 34,125	1.40	100%	\$ 47,775	1.40		\$ 228,258	1.40			
13	Janitor	\$ 17,708	\$ 85,000	1.00	25%	0.25	25%		\$ 21,250	0.50	25%		\$ 85,000	0.50	25%	\$ 10,625	0.50		\$ 49,583	0.50			
14	Program Director	\$ 22,935	\$ 34,125	3.00	27%	0.81	27%		\$ 27,522	1.50	27%		\$ 34,125	1.50	27%	\$ 13,761	1.50		\$ 64,218	1.50			
15	Cooks	\$ 10,720	\$ 47,850	1.00	27%	0.27	27%		\$ 12,864	0.50	27%		\$ 47,850	0.50	27%	\$ 6,432	0.50		\$ 30,015	0.50			
16	Cooks	\$ 4,385	\$ 52,624	0.10	100%	0.10	100%		\$ 5,262	0.05	100%		\$ 52,624	0.05	100%	\$ 2,631	0.05		\$ 12,279	0.05			
17	Facilities Technician	\$ 436,800	\$ 52,000	9.62	100%	9.62	100%		\$ 500,240	4.81	100%		\$ 52,000	4.81	100%	\$ 250,120	4.81		\$ 1,187,160	4.81			
18	Community Ambassadors	\$ 41,600	\$ 49,920	1.00	100%	1.00	100%		\$ 49,920	0.50	100%		\$ 49,920	0.50	100%	\$ 24,960	0.50		\$ 116,480	0.50			
19	Care Coordinator	\$ 28,438	\$ 34,125	1.00	100%	1.00	100%		\$ 34,125	0.50	100%		\$ 34,125	0.50	100%	\$ 17,063	0.50		\$ 79,625	0.50			
20	Cooks	\$ -	\$ -	-	-	-	-		\$ -	-	-		\$ -	-	-	\$ -	-		\$ -	-			
21	Cooks	\$ -	\$ -	-	-	-	-		\$ -	-	-		\$ -	-	-	\$ -	-		\$ -	-			
22		\$ -	\$ -	-	-	-	-		\$ -	-	-		\$ -	-	-	\$ -	-		\$ -	-			
23		\$ -	\$ -	-	-	-	-		\$ -	-	-		\$ -	-	-	\$ -	-		\$ -	-			
24		\$ -	\$ -	-	-	-	-		\$ -	-	-		\$ -	-	-	\$ -	-		\$ -	-			
51		\$ -	\$ -	-	-	-	-		\$ -	-	-		\$ -	-	-	\$ -	-		\$ -	-			
52		\$ -	\$ -	-	-	-	-		\$ -	-	-		\$ -	-	-	\$ -	-		\$ -	-			
53		\$ -	\$ -	-	-	-	-		\$ -	-	-		\$ -	-	-	\$ -	-		\$ -	-			
54		\$ -	\$ -	-	-	-	-		\$ -	-	-		\$ -	-	-	\$ -	-		\$ -	-			
55		\$ 1,314,203	TOTAL SALARIES	\$ 1,587,038	TOTAL FTE	32.32			TOTAL SALARIES	\$ 1,587,038	TOTAL FTE	16.16				TOTAL SALARIES	\$ 793,519		TOTAL SALARIES	\$ 3,694,760			
56		31.00%	FRINGE BENEFIT RATE	31.00%					FRINGE BENEFIT RATE	31.00%						FRINGE BENEFIT RATE	31.00%		FRINGE BENEFIT RATE	31.00%			
57		\$ 407,403	EMPLOYEE FRINGE BENEFITS	\$ 491,982					EMPLOYEE FRINGE BENEFITS	\$ 491,982						EMPLOYEE FRINGE BENEFITS	\$ 245,991		EMPLOYEE FRINGE BENEFITS	\$ 1,145,375			
58		\$ 1,721,605	TOTAL SALARIES & BENEFITS	\$ 2,079,020					TOTAL SALARIES & BENEFITS	\$ 2,079,020						TOTAL SALARIES & BENEFITS	\$ 1,039,510		TOTAL SALARIES & BENEFITS	\$ 4,840,135			
59																							
60																							
61																							
62																							

A		D	G	J	AH	AJ	AJ
1	DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING						
2	OPERATING DETAIL						
3	Document Date						
4	Provider Name						
5	Program						
6	FSP Contract ID#						
7	Budget Name						
8							
9							
10							
12	Operating Expenses						
13	Rental of Property	\$ -	\$ 18,000	\$ 9,000	\$ 27,000		
14	Utilities(Elec, Water, Gas, Phone, Scavenger)	\$ -	\$ -	\$ -	\$ -		
15	Office Supplies, Postage	\$ 12,000	\$ 27,000	\$ 13,500	\$ 52,500		
16	Building Maintenance Supplies and Repair	\$ -	\$ -	\$ -	\$ -		
17	Printing and Reproduction	\$ 1,200	\$ 2,600	\$ 1,300	\$ 5,100		
18	Insurance	\$ 9,240	\$ 15,000	\$ 7,500	\$ 31,740		
19	Staff Training	\$ -	\$ -	\$ -	\$ -		
20	Staff Travel-(Local & Out of Town)	\$ 4,800	\$ -	\$ -	\$ 4,800		
21	Rental of Equipment	\$ -	\$ 133,530	\$ 66,765	\$ 200,295		
22	Laundry Service	\$ 10,000	\$ 12,000	\$ 6,000	\$ 28,000		
23	Shared Costs	\$ 8,500	\$ 10,200	\$ 5,100	\$ 23,800		
24	One time expendable equipment	\$ 40,000	\$ -	\$ -	\$ 40,000		
25	Food Breakfast	\$ 87,296	\$ -	\$ -	\$ 87,296		
26	Food Dinner	\$ 145,659	\$ 150,000	\$ 75,000	\$ 370,659		
27	Food Lunch	\$ 87,296	\$ -	\$ -	\$ 87,296		
28	Program Supplies	\$ 20,000	\$ 30,000	\$ 15,000	\$ 65,000		
29	Food Transportation Costs	\$ 3,000	\$ 3,600	\$ 1,800	\$ 8,400		
30	Equipment and Furniture	\$ 8,500	\$ 10,200	\$ 5,100	\$ 23,800		
31	Recology Services	\$ -	\$ 54,900	\$ 27,450	\$ 82,350		
32	Fire Extinguishers	\$ -	\$ 1,348	\$ 674	\$ 2,022		
33		\$ -	\$ -	\$ -	\$ -		
41		\$ -	\$ -	\$ -	\$ -		
42	Consultants	\$ -	\$ -	\$ -	\$ -		
43	IT Consulting Shared	\$ 1,200	\$ 4,400	\$ 2,200	\$ 7,800		
53		\$ -	\$ -	\$ -	\$ -		
54	Subcontractors	\$ -	\$ -	\$ -	\$ -		

		A	D	G	J	AH	AI	AJ
1	DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING							
2	OPERATING DETAIL							
3	Document Date							
4	Provider Name							
5	Program							
6	FSP Contract ID#							
7	Budget Name							
8								
9			Year 1	Year 2	Year 3	All Years		
55						\$ -		
68	TOTAL OPERATING EXPENSES	\$ 438,691	\$ 472,778	\$ 236,389	\$ 1,147,858			
69								
70	<u>Other Expenses (not subject to indirect cost %)</u>							
71						\$ -		
83								
84	TOTAL OTHER EXPENSES	\$ -	\$ -	\$ -	\$ -			
85								
86	<u>Capital Expenses</u>							
87						\$ -		
94								
95	TOTAL CAPITAL EXPENSES	\$ -	\$ -	\$ -	\$ -			
96								
97	HSH #3							1/22/2020
98								
99								
100								

Work Plan Budget - 1515 South Van Ness_San Francisco
Budget Narrative (1)

A		D		F
BUDGET NARRATIVE				
	<u>Salaries & Benefits</u>	<u>Justification</u>	<u>Employee Name</u>	
1				
3	Shelter Monitor	2 Monitors per shift 24/7 , plus 20% over time related to COVID time off and coverage	TBD	
4	Lead Shelter Monitor	1 Lead per shift	TBD	
5	Program Manager	1 Program Manager at 50% in this budget	Yesenia Lacayo	
6	Janitor	1 Janitor per shift	TBD	
7	Program Director	1 Program Director 25% in this budget	Anthony Albanese	
8	Cooks	3 FT cooks at a combined average of 26.8835 in this budget	Jose Avile Kubara, Emilia Ruiz, and Alicia Ruiz	
9	Cooks	1 FT lead cook at .27 average	Habib Cutulo	
10	Facilities Technician	1 Facilities Technician at 5% in this budget	TBD	
11	Community Ambassadors	2 Community Ambassadors per shift 24/7. The Community Ambassador position aims to provide skilled intervention in regards to safety, security and crisis management within and around the site perimeter. The position will be responsible for de-escalation, emergency intervention, and maintaining strong relations between clients and the surrounding community.	TBD	
12	Care Coordinator	1 Care Coordinator at 100%	TBD	
13	Cooks	1 cook 1 FTE needed to support the additional meal cooking, preparation and packaging of individual meal boxes for the site due to COVID-19.	TBD	
14				
49				

A		D	F
	<u>Operating Expenses</u>	<u>Justification</u>	
50	Rental of Property		
51	Utilities(Elec, Water, Gas, Phone, Scavenger)		
52	Office Supplies, Postage	Shared supply costs Shared copying and printing Shared postage and delivery Office and program supplies	
53			
54	Building Maintenance Supplies and Repair		
55	Printing and Reproduction	Printing costs	
56	Insurance	Shared insurance costs	
57	Staff Training		
58	Staff Travel-(Local & Out of Town)	Daily transportation stipend provided to staff (\$24/day)	
59	Rental of Equipment		
60	Laundry Service	Monthly laundry service	
61	Shared Costs	Shared agency costs	
62	One time expendable equipment	Large outdoor canopy tents (2 @ \$20,000 each)	
63	Food Breakfast	Food for daily Breakfast meals	
64	Food Dinner	Food for daily Dinner meals	
65	Food Lunch	Food for daily Lunch meals	
	Program Supplies	First aid kits	
		Personal protective equipment	
		Sleeping bags, sleeping mats, and tents (weather appropriate)	
		Disposable food containers and utensils	
		Clothing and shoes for clients as needed	
		Safety/security flashlights, portable radios	
66		Costs related to the transportation of food from main kitchen to safe sleeping site	
67	Food Transportation Costs		
	Equipment and Furniture	3 laptops @ \$2000/each	
68		1 refrigerator @ \$2,500	
69	Recology Services		
79			
80	Consultants		
81	IT Consulting Shared	Shared IT consulting costs	
82			
108			

Work Plan Budget - 1515 South Van Ness_San Francisco
Budget Narrative (1)

	A		D		F
--	---	--	---	--	---

	A	B	C	D	E	G
1	DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING					
2	APPENDIX B, BUDGET					
4	Contract Term	Begin Date	End Date	Duration (Years)		
5	Current Term	7/1/2021	3/1/2024	3		
7	Provider Name	Heluna Health				
8	Program	Shelter Transportation & Outreach				
17					7/1/2021 - 6/30/2022	7/1/2021 - 6/30/2022
19	Expenditures					
20	Salaries & Benefits				\$ -	\$ 302,378
21	Operating Expense				\$ -	\$ 82,200
22	Subtotal				\$ -	\$ 384,578
23	Indirect Percentage				13.00%	13.00%
24	Indirect Cost (Line 21 X Line 22)				\$ -	\$ 49,995
25	Other Expenses (Not subject to indirect %)				\$ -	\$ -
26	Capital Expenditure				\$ -	\$ 135,000
27	Admin Cost (HUD Agreements Only)				\$ -	\$ -
28	Total Expenditures				\$ -	\$ 569,573.14

	A	B	C	D	E	H
1	DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING					
2	SALARY & BENEFIT DETAIL					
4	Heluna Health					
5	Shelter Transportation & Outreach					
8	Year 1					
9	POSITION TITLE	Agency Totals	For HSH Funded Program	7/1/2021 - 6/30/2022		
		Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Budgeted Salary
11		\$ 74,404	1.00	100%	1.00	\$ 74,404
12	Fleet Manager	\$				
13	Driver Lvl 1	\$ 50,920	1.00	100%	1.00	\$ 50,920
14	Driver Lvl 1	\$ 50,920	1.00	100%	1.00	\$ 50,920
15	Driver Lvl 1	\$ 50,920	1.00	100%	1.00	\$ 50,920
16						\$ -
17						\$ -
18						\$ -
19						\$ -
20						\$ -
21						\$ -
22						\$ -
23						\$ -
54						\$ -
55					TOTAL SALARIES	\$ 227,164
56				TOTAL FTE	4.00	
57				FRINGE BENEFIT RATE		33.11%
58				EMPLOYEE FRINGE BENEFITS		\$ 75,214
59				TOTAL SALARIES & BENEFITS		\$ 302,378
60						
61						
62						

		A	D
1		DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING	
2		OPERATING DETAIL	
10			7/1/2021 - 6/30/2022
12		<u>Operating Expenses</u>	Budgeted Expense
13		Rental of Property	\$ -
14		Utilities(Elec, Water, Gas, Phone, Scavenger)	\$ -
15		Office Supplies, Postage	\$ -
16		Building Maintenance Supplies and Repair	\$ -
17		Printing and Reproduction	\$ -
18		Insurance	\$ -
19		Staff Training	\$ -
20		Staff Travel-(Local & Out of Town)	\$ -
21		Rental of Equipment	\$ -
22			
23		Program Supplies	\$ 30,000
24		Vehicle Maintenance	\$ 46,000
25		Parking	\$ 6,200
68		TOTAL OPERATING EXPENSES	\$ 82,200
69			
70		<u>Other Expenses (not subject to indirect cost %)</u>	
71			
72			
73			
74			
75			
76			
77			

	A	D
1	DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING	
2	OPERATING DETAIL	
78		
79		
80		
81		
82		
83		
84	TOTAL OTHER EXPENSES	\$ -
85		
86	<u>Capital Expenses</u>	
87	Vehicle Purchases	\$ 135,000
88		
89		
90		
91		
92		
93		
94		
95	TOTAL CAPITAL EXPENSES	\$ 135,000
96		
97	HSH #3	

BUDGET NARRATIVE

Salaries & Benefits

Fleet Manager

Driver Lvl 1

Driver Lvl 1

Driver Lvl 1

Operating Expenses

Program Supplies

Vehicle Maintenance

Parking

Capital Expenses

Vehicle Purchases

TOTAL ADMIN EXPENSES
Allowable Admin Cost
Difference

*** Note: Per HUD CoC requirement**

Category

1) General Management, Oversight, and C

2) Training on Continuum of Care Requirer

3) Environmental Review

For more information on Eligible Admini
<https://www.hudexchange.info/resou>

Justification

Fleet Manager manage vehicles and associated logistics (repairs, accident recovery, etc.)

Drivers will perform essential services, transporting encampment residents from their current residence to Safe Sleep Sites and to other systems of care.

Drivers will perform essential services, transporting encampment residents from their current residence to Safe Sleep Sites and to other systems of care.

Drivers will perform essential services, transporting encampment residents from their current residence to Safe Sleep Sites and to other systems of care.

Justification

Supplies include, but are not limited to, office supplies and water for clients engaged.

Costs associated with vehicle upkeep.

Costs associated with parking facilities for storing vehicles.

Justification

Costs associated with purchasing the vehicles necessary to operate this intervention.

ts, Administrative budgets may only be spent on specific HUD-authorized Eligible Costs, whi

Description	Notes
(i) Salaries, wages, and related costs of the recipient's staff, the staff of subrecipients, or other staff engaged in program administration, including staff who:	In charging costs to this category, the recipient may include the entire salary, wages, and related costs allocable to the program of each person whose primary responsibilities with regard to the program administration assignments, or the pro rata share of the salary, wages, and related costs of each person whose job includes any program administration assignments. The recipient may use only one of these methods
A) Prepare and update program budgets and schedules;	
B) Develop systems for assuring compliance with program requirements;	
C) Develop agreements with subrecipients and contractors to carry out program activities;	
D) Monitor program activities for progress and compliance with program requirements;	
E) Prepare reports and other documents directly related to the program for submission to HUD;	
F) Coordinate the resolution of audit and monitoring findings;	
G) Evaluate program results against stated objectives; or	
H) Manage or supervise persons whose primary responsibilities with regard to the program include these administrative tasks.	
(ii) Travel costs incurred for monitoring of subrecipients;	
(iii) Administrative Services performed under third-party contracts or agreements	
(iv) Other costs for goods and services required for administration of the program	
Costs of providing training on Continuum of Care requirements and attending HUD-sponsored Continuum of Care trainings.	
Costs of carrying out the environmental review responsibilities under § 578.31.	

Administrative Costs, see Section 578.59 (page 87) of the CoC Program Interim Rule, 24 CFR: <https://www.federalregister.gov/documents/2015/05/14/2015-09841/continuum-of-care-program-interim-rule>

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
PROPOSED BUDGET

POSITION TITLE	Position FTE
Street Outreach Worker Level III	4
Street Outreach Worker Level I	2
Total	6

Fringe Benefit Rate 33.11%
Total Salaries & Benefits **\$ 494,237.43**

7/1/2022-6/30/23

% FTE Funded By This Budget	Budgeted Salary	Total Budgeted Salary
100% \$	68,103.00 \$	272,412.00
100% \$	49,444.00 \$	98,888.00
		\$ 371,300.00

BUDGET NARRATIVE

Salaries & Benefits
Street Outreach Worker Level III
Street Outreach Worker Level I

Justification
Specialized long-term outreach to those living on the street and in the proposed encampment
Street outreach to those living on the street

Employee Name
TBD
TBD

Part 1: Implementation Unit Structure and Capacity

The San Francisco Department of Homelessness and Supportive Housing (HSH) is seeking grant funding to support several complementary interventions to resolve local encampments. HSH seeks funding for the following:

- Two senior street outreach workers to spend increased time in the proposed encampment area, deepen relationships with inhabitants, and better assess individual needs, with the goal of improved placement outcomes and long-term encampment resolution.
- Several temporary housing programs to diversify available interventions and pilot innovative solutions. Specifically, HSH seeks funding for the following:
 - A Cabin Pilot Project at 33 Gough Street;
 - A Safe Sleep Site at 1515 South Van Ness Avenue; and
 - A semi-congregate shelter site at 711 Post Street.
- To ensure smooth transportation out of the existing encampment, HSH requests funds for client transportation from encampments to Safe Sleep sites.

These interventions are proposed to resolve the chronically encamped areas of the Van Ness and Polk Street Alleys in downtown San Francisco, and link residents to placements including Safe Sleep, cabins, shelter, transitional housing, and supportive housing.

The City and County of San Francisco (CCSF) has an interagency partnership that works to address street conditions in San Francisco called the Healthy Streets Operations Center (HSOC). Founded in 2018, HSOC is a collaboration including the San Francisco Department of Emergency Management, Department of Homelessness and Supportive

Housing, Department of Public Health, Police Department, Fire Department, Municipal Transportation Agency Parking Enforcement, and Recreation and Parks Department. HSOC also collaborates and meets weekly with Community Benefits Districts, and non-profits and religious organizations that outreach to those experiencing homelessness to coordinate efforts. HSOC proactively responds to encampments with the understanding that planned and collaborative outreach and engagement will more likely resolve existing conditions. HSOC strives to ensure healthy streets for all residents, regardless of housing status. Departments in this interagency partnership lead with services first. HSOC will serve as the key partnership and unit in the successful implementation of HSH's proposed encampment resolution interventions. HSOC will make placements from the encampment into the programs outlined in this application. Within HSH, Programs teams will partner with trusted contractors to operate the proposed interventions.

Additional Street Outreach Workers

HSH's current outreach model allows for four street outreach workers to provide a rapid response model to resolve encampments quickly and allow for placements into the shelter system and Safe Sleep Sites. Through the Encampment Resolution Grant, HSH requests funding for an additional two senior street outreach workers to provide focused outreach in the proposed encampment for four to six weeks to develop clinical assessments and to link clients to services focused on resolving chronic conditions leading to homelessness. These two outreach workers will be hired through the San Francisco Homeless Outreach Team contract with Heluna Health to serve on the Encampment Resolution Team. These individuals will have a specialized training focusing on

encampment outreach and will then be assigned to HSOC. Services linkages will include substance use treatment programs, mental health referrals, a Coordinated Entry Housing Assessment, and priority placements into Navigation Centers for the longest-term homeless clients.

Cabin Pilot Project at 33 Gough Street: HSH is developing a Cabin Pilot Project – similar to a tiny home village – at 33 Gough Street. When complete, the site will include 70 individual cabin units for people experiencing homelessness; many will be dedicated resources for resolving encampments. This project is a collaboration between CCSF and a project team including Tipping Point Foundation, Dignity Moves, Home First, Urban Alchemy, Swinerton, and Gensler. Tipping Point provided a generous grant to buy the cabins, Dignity Moves is the project developer, Home First will own/maintain the cabins, Urban Alchemy will operate the program, Swinerton is the contractor, and Gensler is the architect. HSH will also partner with service partners including the Department of Public Health's Shelter Health Division for a medical clinic on-site. HSOC will be the lead program making placements into the site focusing on encampment residents.

Safe Sleep at 1515 South Van Ness Avenue: The Safe Sleep program at 1515 South Van Ness is a collaboration between HSH and the non-profit operator Dolores Street Community Services. HSOC is the lead program making placements into the site. Placements focus on unsheltered individuals living in encampments. HSH also provides services at the site including benefits linkage and Coordinated Entry housing assessments. The CBO provider, Dolores Street, ensures a safe environment at the

program and helps to support the well-being of guests through regular check-ins and management of inflow/outflow. HSH has partnered with a number of agencies to connect clients to harm reduction services, medical attention, and public benefits. Service partnerships at the site include daily harm reduction services through Glide, weekly medical services through the Department of Public Health Street Medicine Team and Tom Waddell Urban Health Clinic, weekly mental health and recovery services through San Francisco Community Clinic, bi-weekly basic needs supplies through Urban Angels, monthly food and clothing support through Glide and the Food Bank, General Assistance and benefits enrollment support through the Human Services Agency, and Coordinated Entry housing and problem-solving assessments through Episcopal Community Services.

Semi-Congregate Shelter at 711 Post Street: The semi-congregate shelter planned at 711 Post Street will be a collaboration between HSH and the non-profit operator Urban Alchemy. HSOC will be allocated placements for encampment residents living in the surrounding area. HSH will provide services at this site, including case management, medical care via the Department of Public Health's shelter health division, benefits linkage, and Coordinated Entry housing and problem-solving assessments.

Transportation Costs: To support logistical needs of those relocating from encampments, HSH requests funds for a transportation contract. Heluna Health has been awarded a contract to provide transportation between encampments and Safe Sleep sites.

Part 2: Prioritized Encampment Site and Population to be Served

The Proposed Encampment Site: HSH proposes focusing on the chronically encamped areas of the Van Ness and Polk Street Alleys located in downtown San Francisco. Currently, the area from Bush to McAllister Street and Franklin to Larkin Street hosts more than 70 tents among the alleys and streets, with the largest concentration on the 100 block of Willow, which regularly holds over 20 tents and structures. The community of Lower Polk Street and Cathedral Hill and the Tenderloin in the project area has several schools, senior and disabled housing, health clinics, children's parks, and service centers.

This encampment represents approximately 100 under-sheltered individuals on any given day. The demographics of the client population in this area show higher concentrations of Transgender clients, seniors, and women than the overall San Francisco street-homeless population. Demographic information is an approximation based on HSH's best available information. With the proposed hiring of additional outreach workers, HSH will develop more accurate information by developing trust with encampment residents.

This encampment is being prioritized due to several key considerations:

- Location – This encampment is in downtown San Francisco, with proximity to City Hall, local businesses, service providers, and homes. This highly trafficked area makes it a dangerous location for tents, both for inhabitants and for pedestrians who are often forced to walk in the street in heavy vehicle traffic.
- ADA Compliance – Sidewalks in this neighborhood are narrow and often unpassable due to tents and makeshift housing structures. This often results in ADA non-compliance as there is not minimum required passage.

- **Chronicity** – Despite extensive outreach by the San Francisco Homeless Outreach Team, Healthy Streets Operations Center, and Encampment Resolution Team, this area continues to be heavily encamped, and has been for many years. This grant funding would allow for an outreach team to spend longer periods of time focused on the location, resulting in more permanent placements and the area being cleared for safer access to the sidewalks and other community amenities. Given the lack of success in getting this group into temporary shelter or permanent housing, additional staff are needed for focused and long-term engagement to understand individual needs and provide appropriate linkages.
- **Neighborhood Provider Concerns** – This neighborhood hosts food service programs, specifically nonprofit partners who have voiced concerns regarding hygiene and sidewalk blockages.
- **Environmental and Health Challenges** – This location often has a large accumulation of garbage, leading to neighborhood environmental, health, and hygiene concerns.
- **Concerns of Violence** – Several community members have reported concerns related to intimidation and violence with regards to encampment residents.

Through the Encampment Resolution Grant, HSH hopes to deepen its relationships with these residents through increased outreach and longer periods of time spent in these areas, and fund multiple programs providing alternatives to encampment as outlined in Part 3.

Part 3: Core Service Delivery and Provision of Housing Options

The following section provides in-depth descriptions of the programming HSH seeks to fund to resolve the encampment located in the Van Ness and Polk Street Alleys. Each intervention provides a function integral to encampment resolution through service linkage and innovative programming. These closely interrelated programs represent a network of services necessary to provide diverse programming options to encampment residents, to tailor solutions to their needs, and to transition encampment residents to sustainable housing solutions. These interventions exemplify housing first principles by centering flexibility, client choice, autonomy, and individualized supports.

33 Gough Cabins: The 33 Gough Cabin Pilot Program provides an alternative to congregate shelter through individual room cabin units. This program serves single adults 18 years old and older. The Cabin Pilot Project site is comprised of two parking lots at 33 Gough Street, leased by the CCSF. The project will replace the existing 44-tent Safe Sleep Site with approximately 70 private, dignified rooms for individuals experiencing homelessness. Each room will have a bed, a desk and chair, heating, a window, and most importantly, a door that locks. Contrary to traditional congregate shelters, residents will have the safety and dignity of a private space to call home while they work towards a permanent exit from homelessness. The site has been thoughtfully designed by Gensler Architects to create a welcoming community and foster a sense of belonging.

The state-of-the-art units are durable, as well as attractive with two-inch thick walls and four-inch roofs to provide excellent insulation and energy efficiency. The wall materials

are 30% recycled plastics, and the frames are durable steel. They are designed to fit in with the look and feel of the neighborhood. The project is temporary and will remain at 33 Gough for approximately 18 months and then may relocate to another site. The site will have offices for staff and case managers, dining and community space, restrooms, showers, and secure storage for guests to keep their extra belongings. Of the 70 cabins, 34 will be taken by the existing Safe Sleep guests living in tents at 33 Gough. The remaining 36 cabins will be used by HSOC to support strategic encampment resolution.

This specific site was chosen for the Encampment Resolution Grant as it is an innovative and new approach that HSH is piloting as an alternative to traditional congregate shelters and navigation centers. Many encamped residents have expressed hesitation about entering congregate shelters due to a lack of privacy and storage space. Based on a recent survey of Safe Sleep residents at 33 Gough, there was nearly universal interest in individual cabin units as an alternative living situation. Additionally, HSH has identified a budget gap in this program's operations – receiving funding from the Encampment Resolution Grant would prevent an early closure and resulting re-encampment.

1515 South Van Ness Safe Sleep Site: 1515 South Van Ness is a Safe Sleep Site, one of a handful of City sanctioned tent encampments for people experiencing homelessness. Safe Sleep is a new approach for encampment resolution adopted by the City's Emergency Operations Center in response to COVID-19, and serves as a low-barrier, COVID-informed program to slow virus spread. CCSF recognizes the importance of this intervention within the Homelessness Response System. Making placements for those

that fall through other parts of the safety net into Safe Sleep is a critical need. Safe Sleep programs offer a designated, safe space for people in tents to stay outdoors and off sidewalks, while gaining access to resources, services, sanitation, and hygiene stations. The layout of Safe Sleep Sites was developed in consultation with the Department of Public Health to support distancing, hygiene, and early detection of COVID-19 symptoms. Safe Sleep is also a good resource for individuals who are not yet ready to move indoors.

1515 South Van Ness is located on two enclosed parking lots in the Mission neighborhood. The site has space for 39 tents and allows couples and tent mates, which results in capacity between 45 and 50 people. The site utilizes a low barrier model where guests have 24/7 site access, couples and pets are allowed, and rules are minimal. 1515 South Van Ness offers access to hygiene services (showers, toilets, and handwashing), 24/7 security, privacy fencing, charging stations, garbage services, and daily meals. This specific site was chosen for the Encampment Resolution Grant as its continued operation provides an innovative, temporary solution to prevent large-scale re-encampment, while providing service linkage and access to the Homelessness Response System.

711 Post Semi-Congregate Shelter: 711 Post Street is a former youth hostel located in the lower Nob Hill neighborhood and will serve as a semi-congregate shelter. The building has five floors and 123 units, of which 70 are authorized as residential and 53 as tourist rooms. The 123 units are a mix of singles, doubles, triples, and quads, which equates to a maximum capacity of 318 beds. All floors have access to shared bathrooms and showers, and 48 units have private baths. 711 Post has several amenities including a

lobby and front desk, basement, community area, commercial kitchen, dining space, laundry room, office space, security camera system, elevator, lockers and luggage storage, Wi-Fi, trash/recycling, and ADA chair lift at the entrance.

HSH expects to operate this program at a COVID capacity of 250. This site is key to HSH's encampment resolution strategy as it will provide a soft landing for approximately 100 current occupants of two soon to be demobilized Safe Sleep Sites located at 198 Fulton and 180 Jones, expected to close in March 2022. The remaining bed capacity will be opened to general shelter referrals, including strategic encampment resolution through HSOC. HSH has found that semi-congregate shelter options reflect the preferences of many individuals exiting Safe Sleep Sites. HSH completed a Safe Sleep Clinical Assessment to gather Safe Sleep guest feedback, including on shelter preferences – 45% of interviewed clients identified a hostel setting as their first choice of placement.

HSH's interventions at 33 Gough, 1515 South Van Ness, and 711 Post will center housing first principles including trauma-informed systems, harm reduction philosophy, non-punitive approaches, and culturally appropriate services. All three programs are extremely low barrier for guests transitioning from encampments. Each program will have 24/7 access, minimal rules, and a service participation encouraged, but not mandatory policy. Service providers offer human centered and trauma-informed services that empower guests as they work toward stability. HSH's interventions recognize the intersectionality of homelessness, substance use, mental illness, and justice-involvement and the way that multiple overlapping crises deepen the barriers to future housing

stability. HSH's programs seek to address each issue individually, while recognizing the collective impact. Each program has dedicated Care Coordination staff that provide case management services and connection to benefits, medical care, employment, and housing. HSH will make a concerted effort to assess all program residents for Coordinated Entry to connect guests to permanent supportive housing as quickly and efficiently as possible.

The Two-Person Street Outreach Team: The additional two-person senior street outreach team would lead an Encampment Resolution Team for HSOC focused on the Polk Street Alleys. This investment would leverage access to San Francisco's low threshold, housing-focused and trauma informed Navigation Center shelter system and the interventions of safe sleep, cabins, and semi-congregate shelter. With funding for the 33 Gough cabin project, the 1515 South Van Ness Safe Sleep Site, and semi-congregate shelter at 711 Post, individuals in the Polk and Van Ness alley encampments will be offered a placement that best fits their needs. Having these programmatic options will allow for a tailored, individualized approach to encampment resolution, allowing for individual preferences to be taken into account while transitioning from the encampment. The longer-term goal of these programs will be to stabilize individuals and support them in obtaining permanent housing. Services at the proposed sites may include care coordination, medical care, benefits linkage, and Coordinated Entry housing assessments. These programs employ a low-threshold, harm reduction model, with limited rules.

The Street Outreach Team will also work to transition people from street homelessness into the supportive housing system whenever possible. Currently, San Francisco has the highest per capita rate of supportive housing in the United States and is expanding through building, purchasing, renovating, and converting buildings. This Encampment Resolution Team would connect people to these units through the Coordinated Entry System, the backbone of a highly functional Housing First system, as it expedites housing placement and ensures that San Francisco's most vulnerable are linked to robust housing interventions. Services will be tailored to the specific needs of those served as individuals will be linked to services based on eligibility, availability, and their interest.

Sustainable Restoration of the Encampment Site: After deep engagement, assessment, and placement, the Public Works Street and Environmental Services team will clean, repair, and restore impacted sidewalks and streets for public activation. Together with the Community Benefits District and the City-funded ambassador programs, HSH and its HSOC partners will encourage residents back to these public spaces and maintain them.

Part 4: Coordination of Services and Housing Options

The Health Streets Operations Center (HSOC) will be a key partnership and will facilitate interagency coordination. Among its other roles, HSOC will refer residents to the interventions HSH is requesting funding for. Founded in 2018, HSOC is already responsible for coordinating the City's response to homeless encampments.

Interagency partnerships and service linkages will be integral to the success of the interventions proposed in this application. The two-person Encampment Resolution Team within HSOC will provide service linkages to substance use treatment programs, mental health referrals, and a Coordinated Entry Housing Assessment. The Coordinated Entry Assessment is an integral part in HSH's coordination strategy as it will match encampment residents to appropriate resources.

The interventions at 33 Gough, 1515 South Van Ness, and 711 Post leverage dynamic partnerships to create safe, stable living arrangements for formerly encamped individuals. As detailed earlier, the 33 Gough Cabins Pilot Project is a first of its kind tiny home village in San Francisco, which will leverage a partnership between HSH, the Tipping Point Community Foundation, and Dignity Moves. The capital cost of up to \$1.7 million for building and installing the 70 individual cabin units and dining and other facilities will be paid for exclusively by Tipping Point Community Foundation and Dignity Moves. The Cabin Pilot Project serves as a strong example of leveraging public-private partnership to develop innovative homeless interventions, which balance cost-efficiency with programmatic priorities of client safety, privacy, and flexibility. The cabin site will also include an on-site medical clinic through a partnership with the Department of Public Health's Shelter Health Division to allow for immediate consultation with nurses and health workers and connection to medical services.

All three of these interventions provide direct connection to the Homelessness Response System to assist residents toward an exit from homelessness, along with other service

linkages. Guests at these sites will be able to connect with on-site support services to complete a Coordinated Entry housing assessment, which serves as the HSH's low-barrier front door to housing opportunities including permanent supportive housing, rapid rehousing, and other innovative interventions such as problem-solving. To further lower the obstacles to housing, HSH leverages a partnership with a mobile team of problem solvers who meet clients on-site to provide Coordinated Entry assessments in-person. Clients can also obtain housing assessments over the phone via a mobile phone number or obtain an assessment at several drop-in "Access Point" offices strategically located throughout San Francisco.

HSH plans to utilize a data-informed approach, both to track outcomes among encampment residents and to measure neighborhood impacts of the proposed resolution strategies. HSH will revisit the alleys after the encampments have been resolved to perform counts of re-incamped individuals. This method will be used to determine whether HSH's strategy has made a lasting impact; the neighborhood will also be studied to determine broader impacts. If re-encampment is found, other strategies will be considered for resolution. Individual level data in the Online Navigation and Entry (ONE) System will also be tracked to determine outcomes of encampment residents, and whether they have re-incamped, engaged in programming, or have found long-term housing stability. Regardless of outcome, former encampment residents will be engaged in conversation to determine contributing factors.

Part 5: Ensuring Dignity, Safety, and Wellness

HSH has conducted a Safe Sleep Clinical Assessment, interviewing contractor staff from a Safe Sleep provider and Safe Sleep guests to get direct feedback on shelter preferences and the types of services they were interested in receiving. Of 138 Safe Sleep clients, 61 were interviewed for this report. This qualitative input will be used to shape proposed programming and service linkages offered to guests specifically at these sites, along with strategy for future Safe Sleep Site demobilization. This study found overwhelming desire for service linkages (90% among residents interviewed); a more detailed look at specific service requests has been recommended to shape future Safe Sleep demobilization strategies. Specifically, 50% of residents identified substance use support as a desired service. Many residents also identified a congregate setting or a navigation center as their first choice of alternative placement (42% across the two categories). This percentage increased to 64% when offered storage. Furthermore, 45% of people chose a hostel setting as their top preference for placement. These findings have been used to shape the programs included in this application and will continue to be utilized to shape service offerings.

The San Francisco Homeless Outreach Team (SFHOT) makes every effort to hire individuals with lived experience. SFHOT aims to employ these individuals as outreach workers and to draw on the diversity of those who have experienced homelessness in its hiring as this allows for relationship building between staff and encampment residents. These staff members will play an integral role in program implementation and contribute to the success of HSH's encampment resolution efforts, particularly in outreach.

Currently, there is a strong desire among local stakeholders to resolve this encampment site. Its geographic location, particularly its proximity to City Hall, downtown businesses, and CCSF service providers, would make its resolution particularly impactful as it would alleviate environmental, hygiene, and safety concerns of those in the neighborhood.

HSH's interventions at 33 Gough, 1515 South Van Ness, and 711 Post will exemplify key housing first values including being trauma-informed, harm reduction focused, non-punitive and culturally appropriate. All three programs are extremely low barrier for guests transitioning from encampments. Each program will have 24/7 access, minimal rules, and a service participation encouraged, but not mandatory policy. CBO providers offer human centered and trauma informed services that empower guests as they work toward stability and recognize the past traumas that may have led to or persist during homelessness. HSH's interventions recognize the intersectionality of homelessness, substance use, mental illness, and justice-involvement and the way that multiple overlapping crises deepen the barriers to future housing stability. Programs look to address each issue individually, while recognizing the collective impact. Each program has dedicated Care Coordination staff that provide case management services connecting clients to benefits, medical care, employment, and housing. HSH will make a concerted effort to assess all residents of these programs for Coordinated Entry to ensure connection to permanent supportive housing as quickly as possible.

Part 6: Personnel

Please see the provided budgets for: a list of all required positions for these interventions, required FTEs, and budget narratives including duties associated with these positions.

HSH contracts with trusted community-based organizations to staff and operate proven and innovative interventions to homelessness. The Cabin Pilot Project at 33 Gough and the Semi-Congregate Shelter at 711 Post will be operated by the non-profit Urban Alchemy. Urban Alchemy was founded in 2018 to address the most pressing issues in urban areas at the intersection of extreme poverty, homelessness, substance use, and mental health. Urban Alchemy operates using a social enterprise model with a focus on hiring people with lived experience of homelessness, substance use, and incarceration as a core value. Diversity, Equity, and Inclusion are also a hallmark of their hiring and retention strategy. HSH contracted with Urban Alchemy because of their strong track record of success with other programs including a street ambassador program, street cleaning program, and a total of 3 Safe Sleep Sites. Urban Alchemy also operated San Francisco's first vehicle triage center pilot program. Urban Alchemy provides extensive training to their front-line practitioner staff including trainings on safety and de-escalation, harm reduction, trauma-informed systems, and cultural competency, and ADA.

The Safe Sleep site at 1515 South Van Ness will be operated by the non-profit Dolores Street Community Services (DSCS). DSCS was founded in 1982 when they set up a shelter in the mission neighborhood of San Francisco in response to the crisis of refugees fleeing Central America. Ever since, DSCS has maintained a strong community presence in the Mission Neighborhood and has developed a strong connection to the

neighborhood's historically Latinx and monolingual Spanish-speaking population and well as the LGBTQ population. 1515 South Van Ness is in the Mission Neighborhood and is one of the few homeless resources available in the Mission outside of the Dolores Shelter Program. Given their deep roots in the community, DSCS is uniquely equipped to staff the 1515 South Van Ness Safe Sleep site.

Part 7: Proposed Budget and Fiscal Planning

Shelter Transportation: HSH is requesting that the Encampment Resolution Grant fund the operating costs of transportation from encampments to Safe Sleep Sites for FY21-22. The requested grant funding is a total of \$569,573.14. This service has been contracted through Heluna Health. As of now, no other funding sources have been identified to support this service, which is anticipated to operate through FY23-24.

711 Post Semi-Congregate Shelter: HSH is requesting that the Encampment Resolution Grant fund program costs for this semi-congregate site for FY22-23, for a total of \$6,297,103.40. FY21-22 program costs (budget of \$2,638,980.58) are currently covered by revenue from the Our City Our Home Fund. Funding for FY23-24 has yet to be identified.

33 Gough Cabin Pilot Program: HSH is requesting \$2,333,768.00 to cover nine months of program costs from 7/1/2022 through 3/31/2023. FY21-22 program costs (budget of \$1,851,660) are currently covered by revenue from the Our City Our Home Fund.

1515 South Van Ness Safe Sleep Site: HSH is requesting \$1,467,284 to operate this Safe Sleep Site for six months from 7/1/2022 through 12/31/2022. The ESG CARES Act funded operation for FY20-21 (budget of \$2,484,341) and the Our City Our Home Fund is funding operation for FY21-22 (budget of \$2,934,567.00).

Encampment Resolution Team Outreach Workers: HSH is requesting \$181,303.81 to pay salaries for two Level III Street Outreach Workers for FY22-23. These individuals will provide longer term focused outreach to the encampment site proposed. Funding for the other positions on this team come from the General Fund.

HSH has determined the requested funding amounts based on funding gaps for programming that the Department views as integral to resolving the targeted encampment. The requested amounts for each intervention within this application reflect the current funding gap within each program. If less funding is available than what is proposed, HSH would accept funding for a subset of the proposed programs. If more funding is available, HSH would utilize it to cover a longer duration of the proposed programs.

To resolve the proposed encampment, HSH must provide diverse programming options to tailor resolution to individual needs and preferences. The operation of these interventions is imperative to the goal of transitioning residents to safer alternatives, with the understanding that more robust services than just these interventions is needed to resolve their homelessness. The proposed programming provides service linkages to

support healthy outcomes, including a link to the Homelessness Response System to access available housing resources, wraparound services, case management, and other service linkages tailored to individual needs, with the goal of transitioning to stable long-term housing interventions.

Providing multiple programs represents a cost efficiency as opposed to leaving encampments as they currently stand. Individuals in encampments utilize emergency health services at high rates. Leaving encampments intact can also lead to increased interactions with police and justice involvement for residents. The programming proposed in this application would be significantly less expensive than the potential financial impacts that leaving encampments intact could have on these other City services and is a more humane and more proactive use of funding. Resolving these encampments will also result in less strain on these other impacted City services.

To ensure a timely spend down, HSH's Funding Compliance Analyst will partner closely with the Department's Budget and Finance staff to track grant expenditures on a quarterly basis. The Funding Compliance Analyst is already completing quarterly tracking of other HCFC grants to complete required reporting and will perform the same tracking activities for this funding source.