

File No. 190443

Committee Item No. 4

Board Item No. 7

### COMMITTEE/BOARD OF SUPERVISORS

#### AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Sub-Committee

Date May 8, 2019

Board of Supervisors Meeting

Date May 14, 2019

#### Cmte Board

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

OTHER (Use back side if additional space is needed)

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Completed by: Linda Wong Date May 2, 2019

Completed by: Linda Wong Date May 9, 2019

1 [Apply for, Accept, and Expend Grant - United States Department of Housing and Urban  
2 Development - HOME Investment Partnership Program - \$7,011,427 - FY2019-2020]

3 **Resolution approving the FY2019-2020 HOME Investment Partnership (HOME)**  
4 **Program; and authorizing the Mayor, on behalf of the City and County of San**  
5 **Francisco, to apply for, accept, and expend the City's FY2019-2020 HOME Program**  
6 **entitlement from the United States Department of Housing and Urban Development in**  
7 **the amount of \$5,896,427 and to expend program income in the amount of \$1,115,000**  
8 **for a combined total of \$7,011,427 for the term of July 1, 2019, through June 30, 2024.**

9  
10 WHEREAS, Under Title II of the National Affordable Housing Act of 1990, Public Law  
11 Number 101-625, the City and County of San Francisco is eligible to apply for and receive  
12 funds from the HOME Investment Partnership (HOME) Program; and

13 WHEREAS, The City and County of San Francisco anticipates receiving approximately  
14 \$5,896,427 in 2019 HOME Program funds from HUD, and estimates \$1,115,000 in Program  
15 Income from previous HOME grants; and

16 WHEREAS, The Mayor's Office of Housing and Community Development (MOHCD)  
17 has prepared programs and a proposed Expenditure Schedule for an anticipated entitlement  
18 and program income totaling \$7,011,427, a copy of which is located in Clerk of the Board of  
19 Supervisors File No. 190443 (the "Expenditure Schedule"); and

20 WHEREAS, The proposed grant does not require an Annual Salary Ordinance  
21 amendment; and

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

24 WHEREAS, The HOME Program will be used to provide funds for development,  
25 acquisition, and rehabilitation of low-income housing; and

1           WHEREAS, A portion of the administrative and direct costs of administering the HOME  
2 Program are to be paid from the FY2019-2020 HOME Program allocation; and

3           WHEREAS, The remainder of the administrative and direct costs of administering the  
4 HOME Program is an eligible Community Development Block Grant (CDBG) expense, and  
5 will be paid from CDBG funds through the FY2019-2020 CDBG Program; now, therefore, be it

6           RESOLVED, That the Mayor of the City and County of San Francisco is hereby  
7 authorized to apply for, accept, and expend the City's FY2019-2020 HOME Program  
8 entitlement grant from HUD and an estimated \$1,115,000 in HOME Program Income, all in  
9 accordance with the purposes and goals for the funding as generally set forth in  
10 the 2015-2019 Five Year Consolidated Plan and the Expenditure Schedule; and, be it

11           FURTHER RESOLVED, That the Board of Supervisors does hereby approve the  
12 purposes and goals for FY2019-2020 HOME Program funding as set forth in the Expenditure  
13 Schedule, as well as provisions in the Expenditure Schedule for adjusting two expenditure line  
14 items to correspond to the final entitlement amount received from HUD; and, be it

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

17           FURTHER RESOLVED, That the Mayor is hereby authorized to enter into and execute  
18 agreements between the City and County of San Francisco and the various agencies  
19 consistent with the FY2019-2020 HOME Program and the Expenditure Schedule; and, be it

20           FURTHER RESOLVED, That the Mayor is hereby authorized to submit documentation  
21 and certifications as may be requested or required by HUD, and to take such additional  
22 actions as may be required to apply for, accept and expend the FY2019-2020 HOME funds  
23 consistent with this Resolution and the goals of the FY2019-2020 HOME Program and all  
24 applicable legal requirements, and any such actions are solely intended to further the  
25

1 purposes of this Resolution, and are subject in all respect to the terms of this Resolution, and  
2 any such action cannot increase the risk to the City, or require the City to expend any  
3 resources, and that the Mayor shall consult with the City Attorney prior to execution and  
4 provided that within 30 days of the agreements approved by this Resolution being executed  
5 by all parties, such final documents (showing marked changes, if any) shall be provided to the  
6 Clerk of the Board, for inclusion in the official file, together with a brief explanation of any  
7 actions from the date of the adoption of this Resolution and, be it.

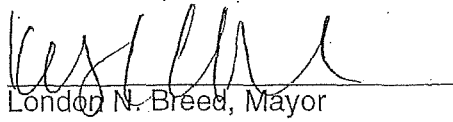
8       FURTHER RESOLVED, That all actions heretofore taken by the officers of the City  
9 with respect to the application for, or the acceptance or expenditure of, FY2019-2020 HOME  
10 funds, as consistent with the documents herein and this Resolution, are hereby approved,  
11 confirmed and ratified.

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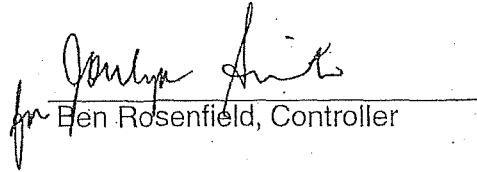
Recommended:

  
Kate Hartley, Director

Approved:

  
London N. Breed, Mayor

for

  
Ben Rosenfield, Controller

File Number: 190443  
(Provided by Clerk of Board of Supervisors)

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

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

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

1. **Grant Title:** HOME Investment Partnership Program
2. **Department:** Mayor's Office of Housing
3. **Contact Person:** Benjamin McCloskey Telephone: 415-701-5575
4. **Grant Approval Status (check one):**  
 Approved by funding agency  Not yet approved
5. **Amount of Grant Funding Approved or Applied for:** \$5,896,427 plus an estimated \$1,115,000 in program income
- 6a. **Matching Funds Required:** \$1,500,000  
b. **Source(s) of matching funds (if applicable):** Affordable Housing Funds
- 7a. **Grant Source Agency:** US Department of Housing and Urban Development  
b. **Grant Pass-Through Agency (if applicable):**
8. **Proposed Grant Project Summary:** Proposed Expenditure Schedule attached
9. **Grant Project Schedule, as allowed in approval documents, or as proposed:**  
Start-Date: July 1, 2019 End-Date: June 30, 2024
- 10a. **Amount budgeted for contractual services:** 0  
b. **Will contractual services be put out to bid?** N/A  
c. **If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?** N/A  
d. **Is this likely to be a one-time or ongoing request for contracting out?** N/A
- 11a. **Does the budget include indirect costs?**  Yes  No  
b1. **If yes, how much?** \$  
b2. **How was the amount calculated?**  
c1. **If no, why are indirect costs not included?**  
 Not allowed by granting agency  To maximize use of grant funds on direct services  
 Other (please explain):  
c2. **If no indirect costs are included, what would have been the indirect costs?** None.

12. Any other significant grant requirements or comments: CFDA 14.239

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

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

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

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

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

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

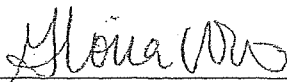
Comments:

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

Eugene Flannery  
(Name)

Environmental Compliance Manager  
(Title)

Date Reviewed: 4/2/2019

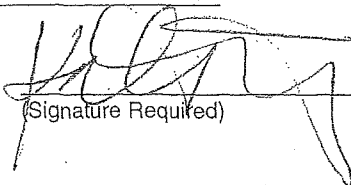
  
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Kate Hartley  
(Name)

Director  
(Title)

Date Reviewed: 4/5/19

  
(Signature Required)

## 2019-2020 HOME Proposed Expenditure Schedule

The following is a list of proposed expenditures for the 2019-2020 HOME program. The list of recommended projects is organized by five-year objectives, priority needs and goals that are described in the 2015-2019 Consolidated Plan. While a recommended project may meet more than one goal, it is only listed under its primary goal.

### Objective 1: Families and Individuals are Stably Housed

#### ➤ Priority Need 1A: Develop and Maintain Affordable Housing

- Goal 1Ai. Increased supply of affordable housing

Agency Name	Project Description	HOME Funding Amount
Mayor's Office of Housing and Community Development	Housing development pool - HOME (includes \$1,115,000 in HOME program income)	\$6,421,785*
	<b>Subtotal</b>	<b>\$6,421,785</b>

### General Administration

Agency Name	Project Description	HOME Funding Amount
Mayor's Office of Housing and Community Development	General HOME administration	\$589,642*
	<b>Subtotal</b>	<b>\$589,642</b>

**TOTAL 2019-2020 HOME: \$7,011,427**

\* The difference between the projected and actual 2019-2020 HOME entitlement amount that San Francisco receives from HUD will result in changes to the expenditure line items noted with an asterisk.



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



London N. Breed  
Mayor

Kate Hartley  
Director

TO: Angela Calvillo, Clerk of the Board of Supervisors

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

DATE: March 22, 2019

SUBJECT: Accept and Expend Resolution for HOME Investment Partnership Program Grant

GRANT TITLE: HOME Investment Partnership Program Grant

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

- Proposed resolution; original signed by Department, Mayor, Controller
- Grant information form
- Grant budget
- Ethics Form 126
- Grant application
- Grant award letter from funding agency
- Grant agreement
- Other (Explain):

Departmental representative to receive a copy of the adopted resolution:

Name: Benjamin McCloskey  
Phone: 701-5575  
Interoffice Mail Address: Benjamin.McCloskey@sfgov.org  
Certified copy required Yes  No

(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient).

1 South Van Ness Avenue – Fifth Floor, San Francisco, CA 94103  
Phone: (415) 701-5500 Fax: (415) 701-5501 TDD: (415) 701-5503 • www.sfmohcd.org

OFFICE OF THE MAYOR  
SAN FRANCISCO



RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO

LONDON N. BREED  
MAYOR

2019 APR 23 PM 4:11

BY SK

TO: Angela Calvillo, Clerk of the Board of Supervisors  
FROM: Sophia Kittler  
RE: Apply for, Accept, and Expend Grant - U.S. Department of Housing and  
Urban Development - HOME Investment Partnership Program -  
\$7,011,427 - FY2019-2020  
DATE: April 23, 2019

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**Resolution approving the FY2019-2020 HOME Investment Partnership (HOME) Program; and authorizing the Mayor, on behalf of the City and County of San Francisco, to apply for, accept, and expend the City's FY2019-2020 HOME Program entitlement from the U.S. Department of Housing and Urban Development in the amount of \$5,896,427 and to expend Program Income in the amount of \$1,115,000 for a combined total of \$7,011,427 for the term of July 1, 2019 through June 30, 2024.**

*SK*

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

1 DR. CARLTON B. GOODLETT PLACE, ROOM 200  
SAN FRANCISCO, CALIFORNIA 94102-4681  
TELEPHONE: (415) 554-6141