

File No. 200952

Committee Item No. 7  
Board Item No. 56

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date September 2, 2020

Board of Supervisors Meeting

Date September 15, 2020

#### Cmte Board

|                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/>            | Motion                                       |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Resolution                                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Digest                           |
| <input 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 August 28, 2020

Completed by: Linda Wong

Date September 3, 2020

1 [Amend Expenditure Schedule - Retroactive - U.S. Department of Housing and Urban  
2 Development - Housing Opportunities for Persons with AIDS Program - HOPWA-CV -  
3 \$118,179]

4 **Resolution retroactively amending the CARES Act Housing Opportunities for Persons**  
5 **with AIDS Coronavirus (HOPWA-CV) Program Expenditure Plan from the United States**  
6 **Department of Housing and Urban Development to expend the amount of \$118,179 for**  
7 **the period of March 15, 2020, through June 30, 2023.**

8  
9 WHEREAS, Under the AIDS Housing Opportunity Act, Subtitle D of Title VIII of the  
10 National Affordable Housing Act of 1990, Public Law Number 101-625, the City and County of  
11 San Francisco is eligible to apply for and receive funds from the Housing Opportunities for  
12 Persons with AIDS (HOPWA) Program; and

13 WHEREAS, The Coronavirus Aid, Relief, and Economic Security Act (CARES Act),  
14 Public Law 116-136, was signed into law on March 27, 2020 to respond to the effects of the  
15 public health crisis caused by the COVID-19 pandemic; and

16 WHEREAS, The CARES Act allocated \$65 million in HOPWA-CV funds to be used to  
17 prevent, prepare for, and respond to COVID-19, of which \$53.7 million shall be allocated  
18 based on fiscal year 2020 HOPWA formula; and

19 WHEREAS, San Francisco received an award letter for a HOPWA-CV allocation based  
20 on the fiscal year 2020 HOPWA formula for \$1,028,483; and

21 WHEREAS, San Francisco enacted Resolution No. 303-20 (File 200619) on July 10,  
22 2020, authorizing the Mayor to apply for, accept, and expend HOPWA-CV entitlement funding  
23 according to the HOPWA-CV Expenditure Plan; and

24 WHEREAS, HOPWA-CV eligible uses include maintaining operations for rental  
25 assistance, supportive services, and other necessary actions, to prepare, prevent, and

1 respond to coronavirus, including reimbursement for the costs of eligible activities incurred  
2 during the pandemic regardless of date; and

3 WHEREAS, The CARES Act authorizes the Secretary to grant waivers and alternative  
4 requirements of statutes and regulations to expedite and facilitate the use of funds to prepare  
5 for and respond to COVID-19, including the following flexibilities: may deviate from applicable  
6 procurement standards when using these funds to procure goods and services; and, the  
7 availability of a 5-day public comment period for amendments to the Consolidated Plan/Action  
8 Plan to prevent, prepare for, and respond to coronavirus; and

9 WHEREAS, The HOPWA-CV Expenditure Plan was posted on Mayor's Office of  
10 Housing and Community Development's (MOHCD) website on June 8, 2020, and was open  
11 for public comment for five days, a copy of which is incorporated in File No. 200619; and

12 WHEREAS, The City and County of San Francisco is responsible for distributing a  
13 portion of the HOPWA funds to the County of San Mateo as the lead agency for the San  
14 Francisco Eligible Metropolitan Statistical Area (EMSA); and

15 WHEREAS, The County of San Mateo is proposing to apply its distribution of funds to  
16 an amended time period starting March 15, 2020, through June 30, 2023 to allow funds to be  
17 applied retroactively; and

18 WHEREAS, The proposed grant does not require an Annual Salary Ordinance  
19 amendment; and

20 WHEREAS, HUD does not allow use of grant on indirect costs; now, therefore, be it

21 RESOLVED, That the Mayor of the City and County of San Francisco is hereby  
22 authorized to amend the HOPWA-CV Expenditure Plan in the amount of \$118,179 to allow  
23 the funds distributed to the County of San Mateo to be expended in the time period starting  
24 March 15, 2020, through June 30, 2023; and, be it

1           FURTHER RESOLVED, That the Board of Supervisors does hereby approve the  
2 purposes and goals for HOPWA-CV Program funding as set forth in the Amended  
3 Expenditure Schedule for recipient agencies and departments; and, be it

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

6           FURTHER RESOLVED, That the Mayor is hereby authorized to enter into and execute  
7 agreements between the City and County of San Francisco and the various agencies  
8 consistent with the HOPWA-CV Program and the Amended Expenditure Schedule; and, be it

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

21           FURTHER RESOLVED, That all actions heretofore taken by the officers of the City  
22 with respect to the application for, or the acceptance or expenditure of, HOPWA-CV funds as  
23 consistent with the documents herein and this Resolution, are hereby approved, confirmed  
24 and ratified.

1 Recommended:

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3 /s/  
Eric D. Shaw, Director

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5 Approved:

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7 /s/  
London N. Breed, Mayor

/s/  
Ben Rosenfield, Controller

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

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

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

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

**1. Grant Title:** CARES Act Housing Opportunities for Persons with AIDS (HOPWA-CV) - Round 1

**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:** \$1,028,483 (\$118,179 amended to begin March 15, 2020)

**6a. Matching Funds Required:** \$0

**b. Source(s) of matching funds (if applicable):** N/A

**7a. Grant Source Agency:** US Department of Housing and Urban Development

**b. Grant Pass-Through Agency (if applicable):** N/A

**8. Proposed Grant Project Summary:** Proposed Expenditure Schedule attached

**9. Grant Project Schedule, as allowed in approval documents, or as proposed:**

Start-Date: March 15, 2020

End-Date: June 30, 2023

**10a. Amount budgeted for contractual services:** None; attached expenditure schedule details grants to be made to nonprofit agencies.

**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 14.241**

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

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

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

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

Comments:

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

Eugene Flannery  
(Name)

Environmental Compliance Manager  
(Title)

Date Reviewed: 06/02/20 /s/  
(Signature Required)

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

Eric D. Shaw  
(Name)

Director  
(Title)

Date Reviewed: 06/02/20 /s/  
(Signature Required)

## CARES Act HOPWA Proposed Expenditure Schedule

MOHCD serves as the lead agency for the HOPWA program for the San Francisco EMSA, which consists of San Francisco and San Mateo Counties.

### San Francisco HOPWA Projects

The following is a list of proposed expenditures for the CARES Act HOPWA (HOPWA-CV) Program. The list of recommended projects is organized by five-year objectives, priority needs and goals that are described in the 2020-2024 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 1B: Make Housing More Affordable**
  - **Goal 1Bii. Increase affordability of rental housing**

| <b>Agency Name</b>   | <b>Project Description</b>   | <b>HOPWA Funding Amount</b> |
|--|--|-----------------------------|
| Catholic Charities CYO of the Archdiocese of San Francisco | Increased rental subsidies; prevention and education in alignment with the City's COVID-19 prevention efforts; case management and assistance in accessing essential services and supplies such as food, water, medications, medical care, and information; meals, groceries, and delivery of food; and, personal protective equipment for clients of a long-term rental subsidy program that serves people living with HIV/AIDS | \$200,000                   |
|  | <b>Subtotal</b>  | <b>\$200,000</b>            |

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

- **Priority Need 1D: Provide Services to Maintain Housing Stability**
  - **Goal 1Dii. Increase access to services for residents of public and publicly subsidized housing, RAD projects, HOPWA subsidized housing, and single room occupancy hotels**

| <b>Agency Name</b>  | <b>Project Description</b>  | <b>HOPWA Funding Amount</b> |
|---|---|-----------------------------|
| Mercy Housing California XVII, A California Limited Partnership | Prevention and education in alignment with the City's COVID-19 prevention efforts; case management and assistance in accessing essential services and supplies such as food, water, medications, medical care, and information; rental subsidies; meals, groceries, and delivery of food; and, personal protective equipment for residents of a transitional housing facility for persons with HIV/AIDS | \$60,304                    |
| Rafiki Coalition for Health and Wellness                        | Prevention and education in alignment with the City's COVID-19 prevention   | \$110,000                   |



## CARES Act HOPWA Proposed Expenditure Schedule

| Agency Name | Project Description   | HOPWA Funding Amount |
|-------------|---|----------------------|
|             | efforts; case management and assistance in accessing essential services and supplies such as food, water, medications, medical care, and information; rental subsidies; meals, groceries, and delivery of food; and, personal protective equipment for residents of a transitional housing facility for persons with HIV/AIDS |                      |
|             | <b>Subtotal</b>   | <b>\$170,304</b>     |

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

#### ➤ Priority Need 1D: Provide Services to Maintain Housing Stability

- Goal 1Div. Increase collaboration between healthcare and housing systems by increasing mobility between levels of care (high to low acuity) in residential settings for HIV+ households

| Agency Name  | Project Description   | HOPWA Funding Amount |
|--|---|----------------------|
| Catholic Charities CYO of the Archdiocese of San Francisco | Prevention and education in alignment with the City's COVID-19 prevention efforts; case management and assistance in accessing essential services and supplies such as food, water, medications, medical care, and information; rental subsidies; meals, groceries, and delivery of food; and, personal protective equipment for residents of a residential care facility for persons with HIV/AIDS | \$130,000            |
| Catholic Charities CYO of the Archdiocese of San Francisco | Prevention and education in alignment with the City's COVID-19 prevention efforts; case management and assistance in accessing essential services and supplies such as food, water, medications, medical care, and information; rental subsidies; meals, groceries, and delivery of food; and, personal protective equipment for residents of a residential care facility for persons with HIV/AIDS | \$110,000            |
| Dolores Street Community Services, Inc.                    | Prevention and education in alignment with the City's COVID-19 prevention efforts; case management and assistance in accessing essential services and supplies such as food, water, medications, medical care, and information; rental subsidies; meals, groceries, and delivery of food; and, personal protective equipment for  | \$100,000            |

**CARES Act HOPWA Proposed Expenditure Schedule**

| <b>Agency Name</b>           | <b>Project Description</b>  | <b>HOPWA Funding Amount</b> |
|------------------------------|---|-----------------------------|
|                              | residents of a residential care facility for persons with HIV/AIDS  |                             |
| Larkin Street Youth Services | Prevention and education in alignment with the City's COVID-19 prevention efforts; case management and assistance in accessing essential services and supplies such as food, water, medications, medical care, and information; rental subsidies; meals, groceries, and delivery of food; and, personal protective equipment for residents of a residential care facility for persons with HIV/AIDS | \$110,000                   |
| Maitri Compassionate Care    | Prevention and education in alignment with the City's COVID-19 prevention efforts; case management and assistance in accessing essential services and supplies such as food, water, medications, medical care, and information; rental subsidies; meals, groceries, and delivery of food; and, personal protective equipment for residents of a residential care facility for persons with HIV/AIDS | \$90,000                    |
|                              | <b>Subtotal</b>   | <b>\$540,000</b>            |

**San Mateo HOPWA Projects**

| <b>Agency Name</b>      | <b>Project Description</b>  | <b>HOPWA Funding Amount</b> |
|-------------------------|---|-----------------------------|
| San Mateo HOPWA Program | Increased Rent Subsidies and Emergency Financial Assistance Fund provides emergency assistance to clients for expenses such as: utility bills, minor home repairs, assistance in purchasing furniture and equipment, etc. | \$118,179                   |
|                         | <b>Subtotal</b>   | <b>\$118,179</b>            |

**TOTAL SAN MATEO CARES Act HOPWA: \$118,179****TOTAL CARES Act HOPWA: \$1,028,483**

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



**London N. Breed**  
Mayor

**Eric D. Shaw**  
Director

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

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

**DATE:** July 30, 2020

**SUBJECT:** Amend Expenditure Schedule of CARES Act Housing Opportunities for Persons with AIDS (HOPWA-CV) Grant – Round 1

**GRANT TITLE:** CARES Act Housing Opportunities for Persons with AIDS (HOPWA-CV) Grant – Round 1 (Expenditure Schedule Amendment)

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

- X Proposed resolution; original signed by Department, Mayor, Controller
- X Grant information form
- X Grant budget
- N/A Ethics Form 126 – previously submitted in original A&E
- N/A Grant award letter from funding agency – previously submitted in original A&E
- N/A Grant agreement
- N/A 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).