

ATTACHMENT A: MOHCD Service Areas & Proposal Requests

Instructions: Below is a list of eight (8) funding areas with proposal requests listed and described. On your proposal cover sheet please check the box that corresponds to the appropriate program area. A separate proposal should be submitted for each program area. Each proposal should stay within the parameters of its objective, eligible activities and description outlined below.

Note: The Maximum Grant Amount is the amount for the initial nine-month period, from October 1, 2016 through June 30, 2017. In order to allow grantees flexibility with potential startup costs and to align with the City's fiscal year, MOHCD will allow agencies to budget this 12-month allocation across 9 months in the first year of this grant cycle. Unless otherwise designated, funding for a second year **may** be available, depending upon the City's budget, overall priorities, and performance by the grantee. MOHCD reserves the right to award a second year of funding to an organization, discontinue funding, and/or issue a separate procurement in the second year based on budget, priorities, and performance. The second year of funding will be for the same amount as the initial grant, but will be allocated across the 12-month period of July 1, 2017 through June 30, 2018.

ACCESS TO HOUSING

Organizations that apply under this program area will provide housing placement and access to housing services to individuals in disadvantaged communities, such as underrepresented members of communities of color, monolingual non-English speakers, people with disabilities, and the elderly. Activities include providing information regarding local affordable housing systems, identifying suitable rental opportunities, identifying barriers to eligibility and providing financial education and coaching, and assistance completing and filing applications for rental housing.

MOHCD has allocated General Funds for the following purposes:

- 1. Access to Housing Counseling – Citywide.** Organizations that apply under this program area will provide assistance to individuals in identifying suitable rental opportunities, assistance with applications, knowledge of the San Francisco Bay Area's affordable housing systems, assistance with wait lists, credit counseling and financial education, tenant education, and general information and referral regarding appropriate rental opportunities. \$200,000 in General Funds available.
- 2. Access to Housing Counseling – Western Addition.** The services supported by this funding are similar to those listed in the citywide funding above, but are specifically focused on residents of the Western Addition. Organizations that apply under this program area will provide assistance to individuals in identifying suitable rental opportunities, assistance with applications, knowledge of the San Francisco Bay Area's affordable housing systems, assistance with wait lists, credit counseling and financial education, tenant education, and general information and referral regarding appropriate rental opportunities. \$150,000 in General Funds available.

3. Tenant and Applicant Support Services - Citywide. This funding seeks to support and organization or collaborative or organizations that will work with Mayor’s Office of Housing and Community Development, housing developers and other city agencies to assist San Francisco residents access affordable housing during the pre and post application processes, including individuals in below market rate rental units. These services will particularly focus on the needs of people with disabilities and people with limited English proficiency. The organization will work to eliminate potential barriers such as the lack of in-language support, assistance with credit issues, documentation of income and other factors that may hinder individuals from obtaining housing through the provision of culturally competent case management, service connection, or other methods. This organization will also assist individuals to qualify for housing preferences applicable to the City’s affordable housing. This organization will continue to work with individuals who have obtained affordable rental units to ensure their long-term success in sustaining their housing. The organization will also be expected to work with the broader community and other organizations to assist in providing input to MOHCD on the inclusionary program’s procedures as well as the implementation of the DAHLIA online application program, and other aspects of access to affordable housing. \$250,000 in General Funds available.

4. Technical Assistance – Housing Information Portal. This funding will support an organization that will provide training and technical assistance to other community based organizations that serve individuals seeking housing opportunities in San Francisco, and ensure that these agencies are able to help individuals best utilize DAHLIA, the city’s newly designed online housing information portal. The organization will work closely with MOHCD to maximize its expertise in the utilization of DAHLIA. The organization will identify and provide training and support to community based organizations to maximize city-wide access to the portal, particularly focusing on those community based organizations that serve low-income residents, communities of color, limited-English-proficient individuals, and seniors and persons with disabilities. \$100,000 available for 2016-17 only.

Table of Possible Client Activities and Outcomes for this Program Area

| Activity | Outcome |
|--|---|
| Applications for Affordable Rental Units | Placed in Rental Housing |
| Financial Counseling and Education | Individuals Demonstrating Increased Knowledge, Skills and Abilities |
| Counseling | Better Understanding |

Table of Possible Non-Client Activities for this Program Area

| Unit of measure | Description | Goal # or Completion Date | Start Date | End Date |
|------------------------|--------------------|----------------------------------|-------------------|-----------------|
|------------------------|--------------------|----------------------------------|-------------------|-----------------|

| | | | | |
|--|--|------|--|--|
| Meeting | | # | | |
| Number of Individuals Attending Meeting | | # | | |
| Event | | # | | |
| Number of Individuals Attending Event | | # | | |
| Workshops/Trainings | | # | | |
| Number of Individuals Attending Work- shop/Training | | # | | |
| Staff Training | | # | | |
| Number of Staff Attending Training | | # | | |
| Counseling Sessions | | # | | |
| Outreach Materials Produced | | Date | | |
| Outreach Materials Distributed | | # | | |
| Outreach Events | | # | | |
| Number of Individuals Attending Outreach Events | | | | |
| Number of Individuals Attending Outreach Events | | # | | |

COMMUNITY BUILDING AND NEIGHBORHOOD PLANNING

The goal of this program area is to promote the development of social capital and sustainable healthy communities, and to support neighborhood-based capacity building efforts that encourage strategic planning and resident engagement to address collective needs and priorities. Funded programs may promote resident involvement and leadership in strategic planning and civic engagement, coordinate and convene community based organizations and residents to promote community building, identify community assets, and maximize sharing of information and resources.

Community Building and Neighborhood Planning involves a community development framework and may include the following:

- Development of an engagement process such as a needs assessment, study or plan; this process should both include neighborhood residents, and ensure that the final product is reflective of their priorities and needs.
- Capacity building/training for organizational partners, residents, community members.
- Completion of a project and/or product and distribution or presentation of final project and/or product to community and stakeholders.
- Evaluation and reflection on process, areas of success and improvement.
- Final report to MOHCD including results of evaluation activities and a set of recommendations for potential next steps.

MOHCD will monitor monthly and quarterly progress towards meeting goals. MOHCD may meet on a regular basis with grantees to assist with stakeholder coordination.

MOHCD has allocated General Funds for the following purposes:

- 1. Community Center for SRO Families in Chinatown.** Based on the recent SRO Families Census Report, this project would convene stakeholders to plan and launch a “living room” space in Chinatown bringing together families currently living in Chinatown SROs. \$170,000 in General Funds available for 2016-17 only. Applicants should describe how this project will be sustained beyond this one year of funding.
- 2. Filipino Cultural District Planning.** The primary objectives of this grant are to 1) engage the community in the implementation of a strategic planning process to establish the first Filipino Cultural Heritage District in San Francisco and 2) pilot 1-2 initiatives that support the key objectives of the Cultural Heritage District for FY2016-17. Qualified applicants will be 1) based in the South of Market Filipino community; 2) experienced in convening diverse stakeholders, including small businesses, arts and cultural organizations, service providers, and history/heritage groups; and 3) able to dedicate a project

manager/appropriate staffing for the project. \$60,000 in General Funds available for 2016-17 only. Applicants should describe how this project will be sustained beyond this one year of funding.

3. **Richmond Neighborhood Safety Network.** This funding is intended to support the creation of a Neighborhood Safety Network in the Richmond District. Funded activities can include convening of individuals, organizations, and businesses focusing on neighborhood safety; creation and distribution of neighborhood safety information materials; training on safety issues; and community building to create neighborhood infrastructure to support the growth of a safe and secure neighborhood. \$40,000 in General Funds available.
4. **Outreach, primarily to monolingual Chinese-speakers, regarding Sisterhood Farms in the OMI.** This program will focus on community engagement and outreach to monolingual Chinese speakers regarding community planning and activation of the Sisterhood Farms, located on Brotherhood Way in the OMI. This urban farm will be a site where residents are able to grow their own culturally relevant food. \$75,000 in General Funds available.
5. **Violence prevention and public safety coordination in Bernal Heights.** This program will focus on neighborhood violence prevention services, including support for a public safety coordinator, in Bernal Heights. Agencies will be expected to establish systems and strategies to strengthen and coordinate violence prevention/ public safety services in the Bernal Heights neighborhood. The proposal should provide a natural progression into partnerships among neighbors and with City institutions in support of a safe and welcoming neighborhood. The proposal should also include ways for neighbors from all income levels, housing developments, and cultural backgrounds to participate fully \$50,000 in General Funds Available.
6. **Expanding Development-Related Employment Opportunities.** This program will focus on community engagement aimed at maximizing opportunities for residents seeking employment relating to new development projects being built in San Francisco. Specific activities may include outreach and education around hiring opportunities, convening of community based organizations that serve residents that may be hired through these opportunities, community forums on employment opportunities, research into best practices for maximizing employment, and other related activities. \$165,000 in General Funds available.
7. **Urban Agriculture and Greening Opportunities in the Portola District.** This neighborhood planning grant will support the following activities:
 - Enhance the community garden infrastructure of the Portola neighborhood
 - Support the “green infrastructure” approach to managing storm water, enhancing community space, creating community gardens and beautifying the neighborhood
 - Foster community building opportunities (through activities that engage the broader community) and cohesion through a planning process

- Use planning strategies to identify and leverage existing neighborhood assets and resources
- Increase capacity to share information, collaborate and collectively address neighborhood needs
- Facilitate and document community recommendations and proposed strategies related to greening and public space improvement projects in the Portola.
- Facilitate collaboration between people living and working in the neighborhood and community-based groups (resident, faith-based, or organizations providing direct services)
- Prepare feasibility study regarding urban agriculture community assets in the Portola.

\$75,000 in General Funds available for 2016-17 only. Applicants should describe how this project will be sustained beyond this one year of funding.

Table of Possible Client Activities and Outcomes for this Program Area

| Activity | Outcome |
|--|--|
| Residents Participating in Civic Engagement Activities | Residents Who Report Increased Opportunities for Neighborhood Involvement and Civic Engagement |
| Residents Engaged in Community Grantmaking Process | (no outcome required) |

Table of Possible Non-Client Activities for this Program Area

| Unit of measure | Description | Goal # or Completion Date | Start Date | End Date |
|---|--------------------|----------------------------------|-------------------|-----------------|
| Plan/Report Produced | | Date | | |
| Plan/Report Presented | | Date | | |
| Survey Produced | | Date | | |
| Survey Completed/Results Shared | | Date | | |
| Agencies receiving asset management plans | | # | | |
| Agencies attending asset management workshops/trainings | | # | | |
| Community-Based Project Completed | | Date | | |
| Grants Awarded Through Community Grantmaking Process | | # | | |
| Neighborhood-Based Collaboratives Supported | | # | | |
| Meeting | | # | | |
| Number of Individuals Attending Meeting | | # | | |
| Event | | # | | |
| Number of Individuals Attending Event | | # | | |
| Workshops/Trainings | | # | | |
| Number of Individuals Attending Work- | | # | | |

| | | | | |
|---|--|------|--|--|
| shop/Training | | | | |
| Outreach Materials Produced | | Date | | |
| Outreach Materials Distributed | | # | | |
| Outreach Events | | # | | |
| Number of Individuals Attending Outreach Events | | # | | |

EVICTION PREVENTION AND HOUSING STABILIZATION

Organizations that apply under this program area provide counseling, legal services, rental assistance and other services to prevent evictions and stabilize the housing of low-moderate income San Francisco residents. These services may include:

- Tenant counseling and education
- Legal Representation
- Rental Assistance
- Referral to other legal, counseling or social services

These services may have as their goals: avoiding eviction; resolving landlord tenant conflicts, resolving habitability or accessibility issues; assisting with recertification, rent calculation and eligibility issues for tenants of subsidized/public housing; resolving housing discrimination issues; helping residents move into more stable housing (including providing move-in assistance to those at imminent risk of homelessness).

MOHCD has allocated General Funds for the following purposes:

1. **Legal Representation in Unlawful Detainer Actions.** This funding is intended to support full-scope legal representation to individuals after an unlawful detainer lawsuit has been filed. Full scope representation should include submitting and responding to discovery, developing the evidence, filing motions to compel, engaging in settlement negotiations, post-settlement representation, and representation at trial. Please note that based on the San Francisco Budget Analyst's Report dated June 19, 2014, entitled "Attorney Staffing Needed for Eviction Defense Services," a caseload for an attorney at 1.0 FTE is estimated to be approximately 62 to 63 cases annually. Not all of these cases would be expected to go to trial. The work of this program should also be informed by the tenant protection strategies highlighted in the Mission Action Plan 2020 (MAP 2020) and the Central Market/Tenderloin Strategy. \$1,005,675 in General Funds available.
2. **Citywide Tenant Outreach and Education.** Eligible activities include 1) outreach and education on tenant rights, 2) tenant counseling. Outreach efforts should include a citywide marketing campaign designed to inform tenants about their tenant rights and eviction defense resources. Elements of the marketing campaign should include specific marketing strategies such as door-to-door distribution of education materials, know your rights trainings, informational billboards, MUNI ads, and bus shelters. Funds can support both design and implementation of the outreach campaign, along with tenant counseling services. \$388,000 in General Funds available.
3. **Tenant counseling, outreach and education primarily to residents of the Richmond District.** Eligible activities include 1) training, outreach, education, and referrals, 2)

tenant counseling, and 3) promotion of resident participation in community planning processes. \$80,000 in General Funds available.

4. **Tenant counseling, legal advocacy, outreach and education to public housing residents, including those going through the RAD transition.** Agencies will be expected to provide housing stabilization services that include development and distribution of educational/outreach materials, presentations to resident groups, implementation of workshops at developments, and one-on-one meetings with residents. Any agency responding to this area must also present a plan to be able to engage and support a diverse population of multiple languages and cultures. \$165,785 in General Funds available.
5. **Tenant Outreach and Education to the Filipino community, particularly in South of Market.** Eligible activities include outreach and education on tenant rights; translation support and referral services to pro bono and low cost attorneys; support in accessing the Rent Board regarding habitability issues; and other related tenant support, including community convening to bring together Filipino tenants and non-profits that serve the Filipino community. \$75,000 in General Funds available for 2016-17 only. Applicants should describe how this project will be sustained beyond this one year of funding.
6. **Rental Assistance and Case Management for Formerly Homeless Families.** This funding will support rental assistance, primarily to cover back rent for households that need one-time assistance to maintain their housing and avoid a return to homelessness. This assistance, along with accompanying case management assistance, should meet the goals of preventing these families from experiencing the trauma of homelessness and promoting housing stability for the entire family. \$107,332 in General Funds available.
7. **Mediation and Engagement in Supportive Housing.** This funding will support a model mediation program designed to mediate disputes between affordable housing providers and their tenants in an attempt to limit lawsuits resulting from eviction actions. Applicants should propose a model that contains the following elements at minimum: a. the ability to provide a neutral environment that will facilitate the possibility of mutually acceptable resolutions; b. description of the role that the mediator will play working with both parties jointly and separately to negotiate an agreement; c. description of the written agreement documenting the mutual agreements; d. ability to provide linkages with social services that will support needs that the tenant may have, such as mental health and substance abuse services, anger management training, representative payee services, etc. \$210,450 in General Funds available for 2016-17 only. Applicants should describe how this project will be sustained beyond this one year of funding. For this funding opportunity only, both 501(c)(3) and 501(c)(6) organizations are eligible to apply.
8. **Eviction Prevention Data Project.** This funding will support an organization that will partner with MOHCD and other relevant city departments to provide data analysis regarding evictions of San Francisco residents, in particular residents who have been evicted or are at risk of eviction from apartments subject to the Rent Ordinance. The

selected CBO will work with MOHCD to create a work plan that will analyze current eviction trends, utilizing available data from such sources as the Rent Board, the Superior Court, and eviction defense providers; determine strategies to early identify individuals at risk of eviction and units at risk of mass eviction or repeated evictions; and work with eviction defense providers to coordinate service efforts and track short-term and long-term outcomes. \$100,000 in General Funds available.

9. **Long term subsidies - aging out of private disability.** The City has set aside \$500,000 to provide rental subsidies to San Franciscans who are aging out of their private disability insurance, and are therefore at risk of eviction because of their corresponding lack of income. . This funding will support an organization that will work with the City to assist in creating program protocols; identify individuals within the target population and determine eligibility; administer long-term subsidies and provide annual re-certifications; and provide linkages to ongoing social service supports if necessary. The need for this funding was highlighted by the City’s Budget and Legislative Analyst Office report entitled “People Living with HIV/AIDS Whose Private Disability Insurance Terminates at Social Security Eligibility” issued on November 10, 2014. This report found that people living with HIV/AIDS who lose their private disability insurance will likely have a significant drop in income and may require housing assistance and other public services that they have not previously accessed. The report also found that as people living with HIV/AIDS lose their private disability insurance at retirement age, the housing assistance most suitable for this population will likely be rental subsidies that will allow people to stay in their apartments. The target population for this funding is the broader community of low income individuals aging out of private disability and is not limited to individuals living with HIV/AIDS. \$500,000 in General Funds available.

10. **Housing Assistance for San Francisco Unified School District Teachers and Paraprofessionals.** SFUSD has joined together with United Educators of San Francisco (UESF), MOHCD, and experts in workforce housing and formed an educator housing working group. The working group has identified strategic ways to help SFUSD teachers and paraprofessionals access and preserve housing in San Francisco as rent and home prices continue to increase rapidly. Through this working group, SFUSD is seeking to launch a pilot program focused on providing teachers and paraprofessionals employed at SFUSD and at risk of eviction with housing assistance, including but not limited to: legal services, tenant counseling and education, and direct financial assistance. The selected grantee will be required to help design this assistance program, including an outreach and marketing plan, in consultation with working group stakeholders prior to implementation. In their response to this RFP, respondents should describe 1) the planning process that will be designed to develop a robust outreach plan to the teacher and paraprofessionals, 2) specific expertise working with low to middle income level residents, and 3) and the service delivery strategies to be utilized. \$200,000 in General Funds available for FY2016-17. Partial funding for a second year may be available, depending on overall priorities and performance by the grantee.

Table of Possible Client Activities and Outcomes for this Program Area

| Activity | Outcome |
|--|---|
| Legal Representation | Avoid Eviction |
| Counseling | Better Understanding |
| Case Management | Achieve 75% of Goals from Individual Service Plan |
| | Complete First Individual Service Plan and Progress to Second |
| Rental Assistance | Stably Housed 3 Months Later |
| | Stably Housing 9 Months Later |
| Financial Assistance (moving costs, security deposits, utilities, last month's rent) | Stably Housed 3 Months Later |
| | Stably Housing 9 Months Later |
| Information & Referral | Information & Referral, Successfully Connected |

Table of Possible Non-Client Activities for this Program Area

| Unit of measure | Description | Goal # or Completion Date | Start Date | End Date |
|---|--------------------|----------------------------------|-------------------|-----------------|
| Meeting | | # | | |
| Number of Individuals Attending Meeting | | # | | |
| Event | | # | | |
| Number of Individuals Attending Event | | # | | |
| Workshops/Trainings | | # | | |
| Number of Individuals Attending Workshop/Training | | # | | |
| Staff Training | | # | | |
| Number of Staff Attending Training | | # | | |
| Counseling Sessions | | # | | |
| Outreach Materials Produced | | Date | | |
| Outreach Materials Distributed | | # | | |
| Outreach Events | | # | | |
| Number of Individuals Attending Outreach Events | | | | |
| Number of Individuals Attending Outreach Events | | # | | |

FOUNDATIONAL COMPETENCIES

Organizations that apply under this program area will provide access to services that will improve foundational competencies for disconnected populations associated with one or multiple competency tiers referenced below. Foundational competencies are those which provide the foundation for success in school and the workplace, and include personal effectiveness (also known as “soft skills”), academic skills (including achievement of high school diploma, GED, and/or enrollment in post-secondary programs) and job readiness (including removing barriers and providing skills which make an individual ready and eligible to enroll in a city-funded sector academy, or for placement in unsubsidized employment).

The three tiers of Foundational Competencies are defined and described through the Department of Labor’s Competency Model Clearinghouse, available online at: <http://www.careeronestop.org/COMPETENCYMODEL/>

Foundational Competencies address the abilities identified as being pre-requisites for success in work and school. To understand the general framework for this program area, please review these three competencies as described in the Competency Model below:

Tier 1: Personal Effectiveness

Personal Effectiveness Competencies are essential for all life roles—those roles as a member of a family, of a community, and of the larger society. Personal Effectiveness Competencies may include, but are not limited to:

- Interpersonal Skills
- Professionalism
- Initiative
- Dependability & Reliability
- Willingness to Learn

Tier 2: Academic Competencies

The Academic Competencies domain contains critical competencies primarily learned in an academic setting, as well as cognitive functions and thinking styles. These competencies may include, but are not limited to:

- Reading
- Writing
- Mathematics
- Science & Technology
- Communication - Listening & Speaking
- Critical & Analytic Thinking
- Active Learning
- Basic Computer Skills

Tier 3: Workplace Competencies

Workplace Competencies include skills and abilities that allow individuals to function in an organizational setting. These competencies may include, but are not limited to:

- Teamwork
- Adaptability/Flexibility
- Customer Focus
- Planning & Organizing
- Creative Thinking
- Problem Solving & Decision Making
- Working with Tools & Technology
- Workplace Computer Applications
- Scheduling & Coordinating
- Checking, Examining & Recording
- Business Fundamentals

MOHCD has allocated General Funds for the following purposes:

- 1. Foundational competencies primarily for transitional age at-risk youth, focusing on low-income youth, Asian Pacific Islander and limited-English-proficient youth.** This program will support college readiness among this population. \$95,000 in General Funds are available.
- 2. Foundational competencies for transitional-aged youth and adults that are re-entering from incarceration.** This funding focuses on foundational competencies programming that will foster job readiness for individuals that are re-entering from incarceration, including those currently in jail. \$75,000 in General Funds are available.
- 3. Family Economic Success and job readiness program, primarily for Asian Pacific Islander residents.** This program will promote economic self-sufficiency, and include financial literacy, ESL classes, barrier removal, and basic job readiness for San Franciscans, particularly focusing on Asian Pacific Islander, immigrants and limited-English-proficient individuals. \$120,000 in General Funds available for 2016-17 only. Applicants should describe how this project will be sustained beyond this one year of funding.

Table of Possible Client Activities and Outcomes for this Program Area

| Activity | Outcome |
|--|---|
| Individuals Receiving Training to Improve Personal Effectiveness/Soft Skills | Individuals Demonstrating Increased Knowledge, Skills and Abilities |
| Individuals Receiving Training to Improve Academic Competencies | Individuals Receiving High School Diploma, GED, and/or Enrolling in Post-Secondary Education Program |
| | Individuals Demonstrating Increased Knowledge, Skills and Abilities |
| Individuals Receiving Training to Improve Workplace Competencies | Individuals Enrolling in a Sector-Specific Job Training Program, or Placed in Unsubsidized Employment |
| | Individuals Demonstrating Increased Knowledge, Skills and Abilities |

Table of Possible Non-Client Activities for this Program Area

| Unit of measure | Description | Goal # or Completion Date | Start Date | End Date |
|---|--------------------|----------------------------------|-------------------|-----------------|
| Meeting | | # | | |
| Number of Individuals Attending Meeting | | # | | |
| Event | | # | | |
| Number of Individuals Attending Event | | # | | |
| Workshops/Trainings | | # | | |
| Number of Individuals Attending Workshop/Training | | # | | |
| Staff Training | | # | | |
| Number of Staff Attending Training | | # | | |
| Counseling Sessions | | # | | |
| Outreach Materials Produced | | Date | | |
| Outreach Materials Distributed | | # | | |
| Outreach Events | | # | | |
| Number of Individuals Attending Outreach Events | | | | |
| Number of Individuals Attending Outreach Events | | # | | |

LEGAL SERVICES & EMPLOYMENT RIGHTS

Organizations that apply under this program area will provide services that address specific barriers to economic self-sufficiency, through professional legal services and employment rights education. These services may address barriers and issues including immigration status, domestic violence and personal safety, employment rights, benefits advocacy, consumer rights and legal protections, and issues of discrimination.

MOHCD has allocated General Funds for the following purposes:

- 1) **Coordination of citywide immigration legal services.** This funding will support efforts to more effectively coordinate citywide efforts to provide immigrants with legal services, advocacy and outreach. This should include coordination of legal strategies across non-profit providers, development and sharing of best practices, development and analysis of short and long-term outcomes for clients, and ongoing evaluation of service needs and shifting trends. \$75,000 in General Funds available for 2016-17 only. Applicants should describe how this project will be sustained beyond this one year of funding.

Table of Possible Client Activities and Outcomes for this Program Area

| Activity | Outcome |
|---|--|
| Legal Representation | Legal Issue Successfully Resolved , or One or More Legal Goals Successfully Achieved |
| Counseling | Better Understanding |
| Processing of Documents or Applications | Applications and/or Documents Submitted |
| Information & Referral | Information & Referral, Successfully Connected |
| Case Management | Achieve 75% of Goals from Individual Service Plan |
| | Complete First Individual Service Plan and Progress to Second |

Table of Possible Non-Client Activities for this Program Area

| Unit of measure | Description | Goal # or Completion Date | Start Date | End Date |
|---|-------------|---------------------------|------------|----------|
| Meeting | | # | | |
| Number of Individuals Attending Meeting | | # | | |
| Event | | # | | |

| | | | | |
|---|--|------|--|--|
| Number of Individuals Attending Event | | # | | |
| Workshops/Trainings | | # | | |
| Number of Individuals Attending Workshop/Training | | # | | |
| Staff Training | | # | | |
| Number of Staff Attending Training | | # | | |
| Counseling Sessions | | # | | |
| Outreach Materials Produced | | Date | | |
| Outreach Materials Distributed | | # | | |
| Outreach Events | | # | | |
| Number of Individuals Attending Outreach Events | | | | |
| Number of Individuals Attending Outreach Events | | # | | |

ORGANIZATIONAL CAPACITY BUILDING

Eligible Planning Projects

- Capacity building projects by collaboratives of community-based organizations. Applicants must show evidence of pre-established agreements with all members of the collaborative in support of the application
- Planning projects by collaboratives of community based organizations. Planning projects will not be eligible for funding for more than two consecutive years. Applicants must show evidence of pre-established agreements with all members of the collaborative in support of the application.

MOHCD has allocated General Funds for the following purposes:

1. **Capacity building for agencies serving vulnerable populations in the South of Market (SoMa).** This funding is intended to support capacity building services to community based organizations serving vulnerable residents of the SoMa neighborhood. Agencies may choose to focus on one of three areas of capacity building: 1) effective fundraising; 2) fiscal fitness and the ability to build effective cost allocation plans with cost centers; or 3) inter-organizational capacity building between a minimum of two neighborhood agencies. \$61,900 in General Funds available for 2016-17 only.
2. **Capacity building for agencies serving vulnerable populations in the Mission.** This funding is intended to support capacity building services to community based organizations serving vulnerable residents of the Mission neighborhood, This will be a one-year grant. \$75,000 in General Funds available for 2016-17 only.
3. **Capacity building for a cultural center focused on LGBT issues.** This funding is intended to support a cultural organization that specifically targets the lesbian, gay, bisexual and transgender community. This funding will provide a combination of program support and capacity building to ensure that the organization strengthens its operational and institutional infrastructure. Specific areas of infrastructure may include internal financial systems, long-term sustainability strategies, and analysis of current and future space needs and strategies to identify appropriate real estate solutions related to those needs. \$100,000 in General Funds available for 2016-17 only.

Table of Possible Non-Client Activities for this Program Area

| Unit of measure | Description | Goal # or Completion Date | Start Date | End Date |
|------------------------------------|-------------|---------------------------|------------|----------|
| Plan/Report Produced | | Date | | |
| Plan/Report Presented | | Date | | |
| Staff Training | | # | | |
| Number of Staff Attending Training | | # | | |

SERVICE CONNECTION

The goal of the Service Connection program area is to support agencies that serve as intermediaries to a network of social services through intensive linkages. Service Connection is designed to connect people with additional support, address the whole range of a person's or family's needs and help people build their capacity to improve their lives and move toward self-sufficiency.

Service Connection involves a Case Management framework and includes the following;

- Intake and assessment
- Individual services planning and follow up
- Enhanced referral and/or placement to services including, but not limited to: Employment, Health, Education, Family support services for homeless youth, Respite services, Substance abuse services, Victim services, Mental health services
- Follow up and developing next steps

MOHCD has allocated General Funds for the following purposes:

- 1. Service connection in the Excelsior neighborhood.** This program is intended to provide self-sufficiency and service connection targeted primarily to immigrant monolingual Chinese residents in the Excelsior neighborhood. The program will emphasize employment, economic sustainability, and economic empowerment services. This will include providing access to barrier removal services, including family support, financial literacy and provision of supportive services to enhance resident's capacity for economic self-sufficiency. \$75,000 in General Funds available.

- 2. Family Support Services for Immigrant Parents and Families.** This funding will support case management and supportive services for immigrant families, particularly focusing on those who currently have a household member that has been deported or is going through deportation proceedings. \$75,000 in General Funds available.

Table of Possible Client Activities and Outcomes for this Program Area

| Activities | Outcomes |
|------------------------|--|
| Case Management | Achieve 75% of Goals from Individual Service Plan |
| | Complete First Individual Service Plan and/or Progress to Second |
| Information & Referral | Information & Referral, Successfully Connected |

Table of Possible Non-Client Activities for this Program Area

| Unit of measure | Description | Goal # or Completion Date | Start Date | End Date |
|---|--------------------|----------------------------------|-------------------|-----------------|
| Meeting | | # | | |
| Number of Individuals Attending Meeting | | # | | |
| Event | | # | | |
| Number of Individuals Attending Event | | # | | |
| Workshops/Trainings | | # | | |
| Number of Individuals Attending Workshop/Training | | # | | |
| Staff Training | | # | | |
| Number of Staff Attending Training | | # | | |
| Counseling Sessions | | # | | |
| Outreach Materials Produced | | Date | | |
| Outreach Materials Distributed | | # | | |
| Outreach Events | | # | | |
| Number of Individuals Attending Outreach Events | | | | |
| Number of Individuals Attending Outreach Events | | # | | |

SUSTAINABLE HOMEOWNERSHIP

MOHCD has allocated General Funds for the following purposes:

- 1. Home Modification Fund.** This funding will support an organization that will administer a home rehabilitation fund for San Franciscan homeowners and renters. The target population is seniors and individuals living with disabilities who need specific home improvements such as grab bars, bathroom modifications, stair lifts, and other kinds of improvements necessary for seniors and persons with disabilities to age in place. The selected organization will be expected to work with MOHCD to create appropriate policies and procedures; provide outreach to identify appropriate homeowners and renters; screen individuals for eligibility; assist the homeowner/renter to select a contractor; and provide construction management services to work with the homeowner/renter and the contractor. \$350,000 of General Funds are available.

Table of Possible Client Activities and Outcomes for this Program Area

| Activity | Outcome |
|--|--|
| Individuals receiving home modification assistance | Individuals whose home is made more accessible |

Table of Possible Non-Client Client Activities for this Program Area

| Unit of measure | Description | Goal # or Completion Date | Start Date | End Date |
|---|-------------|---------------------------|------------|----------|
| Number of Eligible Applications Received | | # | | |
| Outreach Materials Produced | | Date | | |
| Outreach Materials Distributed | | # | | |
| Outreach Events | | # | | |
| Number of Individuals Attending Outreach Events | | | | |
| Number of Individuals Attending Outreach Events | | # | | |