



Mayor's Office of Housing and Community Development

BOARD & MAYORAL DISCRETIONARY GRANTS

REQUEST FOR PROPOSALS (#2021-01) FY2021-22

Date Issued: November 17, 2021

Deadline for Proposal Submission: December 10, 2021 at 5p.m.

RFP Questions? Need alternative formats for persons with disabilities? Email CommDevRFP@sfgov.org

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Mayor's Office of Housing & Community Development

The mission of the Mayor's Office of Housing and Community Development (MOHCD) is to support San Franciscans with affordable housing opportunities and essential services to build strong communities. The department is organized into four divisions: Housing, Community Development, Homeownership and Below Market Rate (HBMR) programs, and Fiscal/Administrative.

The Community Development division works with a broad network of community-based partners to create an inclusive and equitable City where all residents can thrive. Specifically, MOHCD's Community Development division:

- Manages local General Fund money to support programs that meet the essential needs of the city's most vulnerable residents.
- Administers major federal grant programs, including the U.S. Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) program and its Housing Opportunities for Persons with AIDS (HOPWA) program.
- Manages Housing Trust Fund to support housing stability services, as well as the Complete Neighborhoods program that supports community amenities in neighborhoods impacted by increased housing density.

MOHCD's investments support the city's most vulnerable residents by providing much needed services, strengthening civil society, and advancing individual and collective opportunity. It is imperative for the office to be intentional and explicit in meeting its goals of reducing racial disparities in service delivery and increasing social and economic opportunities within San Francisco.

Racial Equity

In partnership with city and community leaders, MOHCD seeks to advance opportunities and improve programmatic outcomes for Black, Brown, and low-income residents. As such, MOHCD assesses programs, contracts, and procurements to ensure they advance the city's racial equity goals and will be working closely with organizations to monitor the impact of investments. Capacity building will be provided, as well as clear information and the creation of channels to give and receive feedback to ensure that all parties are aligned in the expectation to create an inclusive and equitable City where all residents can thrive. MOHCD also affirms its commitment to centering its work on culturally responsive solutions developed by the people most impacted by social inequities.

Impact of Covid-19

MOHCD understands that COVID-19 disproportionately impacts Black, Indigenous, and People of Color and has deepened its partnership with organizations that have responded to the emerging needs of vulnerable residents throughout the COVID-19 response and recovery. MOHCD adjusted its funding portfolios to better align with the goals of the City's Economic Recovery Task Force while remaining grounded in the MOHCD HUD Consolidated plan.

1. **Housing Stabilization** – Addressing immediate housing needs.
2. **Anti-Displacement** - Protecting the stability of communities and families through access to legal services and supporting community-based networks to strengthen and increase service connections.
3. **Economic Self-Sufficiency** – Reaching the most vulnerable residents and providing opportunities for economic advancement.

SUMMARY OF FUNDING OPPORTUNITIES

Background

MOHCD has a responsibility to maintain transparency in its processes. As such, MOHCD is conducting an open RFP process for approved budget amendments received through the FY21-22 City budgeting process. This open and competitive process is utilized throughout the City for the allocation of public funds.

Each year at the beginning of the new fiscal year, the San Francisco Board of Supervisors releases a list of budget amendments, commonly known as “addbacks”. Similarly, the Mayor releases a list of amendments annually, known as “mayoral enhancements”. These are discretionary funds that the district supervisors allocate to various city departments for programs that benefit city residents. Below are the current funding opportunities:

	Title	Term	FY21/22	FY22/23	Total Funding	Program Area
1	Coordination of Public Safety in District 4 (Page 5)	1/1/22 - 12/31/22	\$150,000	N/A	\$150,000	Community Building
2	Public Safety Program in the Southeast Asian Community in District 6 and citywide (Page 5)	1/1/22 - 12/31/22	\$500,000	N/A	\$500,000	Community Building
3	Funding to Support Filipinx Performer/Artist Organization in District 6 (Page 6)	1/1/22 - 12/31/22	\$50,000	N/A	\$50,000	Community Building
4	Outdoor Programming for The American Indian/Indigenous Community (Page 6)	1/1/22 - 6/30/23	\$100,000	\$100,000	\$200,000	Community Building
5	Support Services for Formerly Homeless Veterans in Supportive Housing (Page 7)	1/1/22 - 12/31/22	\$115,000	N/A	\$115,000	Housing Place-Based Services
6	Funding to Support an Organization Focusing on Communications and Capacity Building for American Indian/Tribal Communities (Page 7)	1/1/22 - 6/30/23	\$45,000	\$45,000	\$90,000	Community Building

RFP Timeline: *Dates are subject to change*

RFP Issued	November 17, 2021
MOHCD Pre-Submission Webinar	November 19 2021 9:30am-10:30am
Deadline for Questions	November 24, 2021
Answers to RFP Questions Posted	November 30, 2021
Proposals Due	December 10, 2021 at 5:00pm
Intent to Award Letters Sent	December 23, 2021
Appeals Period Ends	December 30, 2021
Contract Term Begins	January 1, 2022

ELIGIBILITY REQUIREMENTS

MOHCD Eligibility Requirements

All applicants must meet all the following eligibility requirements to be considered for MOHCD funding.

- Applicants must be a community-based agency that is non-profit and tax-exempt under Section 501(c)(3) of the Internal Revenue Code or apply under a valid fiscal sponsor.
- Organizations receiving a grant from this RFP must be approved City suppliers or have started the process of becoming a City Supplier at time of proposal submission.
- MOHCD contracts are administered on a cost reimbursement basis. Grantees are reimbursed after invoicing for expenses incurred.
- No City agencies or departments may apply for funding under this RFP.
- Additional requirements may be detailed under each funding opportunity description.

Supplier Status

Agencies funded through this RFP must be City-approved suppliers and not be on the City Supplier Debarred list before receiving funds.

- Organizations must be approved City suppliers in order to enter into contract with MOHCD. If your agency is not currently a City Supplier you must begin the process of becoming one with the submission of your proposal, in order to avoid lengthy and avoidable delays.
- Supplier application packets can be obtained from the Office of Contract Administration at City Hall, 1 Dr. Carlton B. Goodlett Place, Room 430, San Francisco, CA 94102 or downloaded from the Office of Contract Administration website at www.sfgov.org/oca.
- More information on becoming a City supplier is available at the San Francisco City Supplier Portal, at <https://sfcitypartner.sfgov.org/>.
- Subcontractors are not required to be City-approved suppliers; only the lead agency or fiscal sponsor must be City-approved.

Compliance Standards

Applicants must agree to meet Compliance Standards established by the City and MOHCD throughout the grant term and participate in fiscal and program monitoring.

- **Insurance** - General liability, workers compensation and auto insurance must be compliant and current to encumber funds and must remain current throughout the grant.
- **Equal Benefits Ordinance** - Organizations agree to administer benefits equally to employees with domestic partners and employees with spouses. More information is available at <https://sfgov.org/cmd> and is managed by the Office of Contract Administration.
- **SF Human Rights Commission**- Organizations must comply with prohibitions against discrimination in fair housing and equal employment opportunity.
- **Sunshine Ordinance**- Under Chapter 12L of the San Francisco administrative code, non-profits that receive more than \$250,000 in city funds must comply with specific open government requirements and respond to requests for financial and meeting information from members of the public.
- **Accessibility**- Programs and services must be accessible to persons with disabilities. Program access can be achieved in many cases without having to alter the existing facility.
- **Religious Activity**- Funds may not be used for religious purposes or for the improvements of property owned by religious entities except where the grant recipient is a secular non-profit organization with a long-term lease.
- **Political Activity**- No funds received through this RFP shall be used to provide financial assistance for any program that involves political activities. Applicants must comply with Section 1.126 of the San Francisco Campaign and Governmental Conduct Code.

TECHNICAL ASSISTANCE RESOURCES

MOHCD staff will be available to answer questions and provide information throughout this RFP application process.

Daily one-on-one support available: - Email CommDevRFP@sfgov.org	November 17 through December 10, 2021
MOHCD Pre-Submission Webinar Click the link to register and receive Zoom info	November 19, 2021 9:30am – 10:30am
Deadline for Questions	November 24, 2021
Answers to RFP Questions Posted	November 30, 2021

MOHCD RFP Pre-Submission Webinar

A live virtual pre-submission webinar will take place on November 19, 2021. Staff will provide an overview of the RFP process, including eligibility criteria, MOHCD funding priorities, and how to apply. The webinar will be recorded and made available on the MOHCD website here: <https://sfmohcd.org/community-development-funding-opportunities>.

- To attend a webinar, you must first register. After registering, you will receive a confirmation email containing information about joining the webinar.
- To register for the pre-submission Zoom webinar, click [this link](#).

MOHCD One-on-One Technical Assistance/RFP Questions

MOHCD is committed to providing as much clarity as possible during this RFP process. Please submit your questions about the RFP in writing to CommDevRFP@sfgov.org by November 24, 2021. Our response to your questions is scheduled to be posted on November 30, 2021 on the MOHCD website.

DETAILED DESCRIPTIONS OF FUNDING OPPORTUNITIES

The final terms of conditions of each awarded grant are subject to negotiation. Through this RFP process, MOHCD is seeking proposals for the following six (6) funding opportunities

1. COORDINATION OF PUBLIC SAFETY IN DISTRICT 4

MOHCD is seeking grant proposals to support the coordination of public safety activities in the San Francisco's 4th Supervisorial District. This funding should increase the capacity and impact of existing efforts.

This RFP will provide up to \$150,000 of one-time funding for a grant starting as early as January 1, 2022. The final terms of conditions of the grant are subject to negotiation.

The coordination of public safety should address two primary elements:

Public Safety Coordination:

- Implement a mapping process of relevant neighborhood activities and public safety needs.
- Coordinate regular meetings of public safety stakeholders to improve communication and coordination.
- Identify strategies to address public safety needs and gaps within the neighborhood infrastructure.
- Leverage existing neighborhood assets to include a public safety component and enhance public safety work.
- Develop goals and outcomes to illustrate the impact of public safety efforts in the District.

Community Communications:

- Create and manage a bilingual communications plan including a website, social media channels and press work to inform community of public safety programs, resources, and activities.
- Work with various stakeholders to bring in a public safety lens and programming to community activities
- Lead an asset mapping process of festivals and events, merchants, Sunset Chinese Cultural District entities, and affordable housing sites.
- Increase capacity and impact of community building efforts to proactively build public safety

Applicant Qualifications:

Applicants (and their proposed subcontractors, if applicable) must have the ability to provide culturally competent/humble services in appropriate languages for the communities being served, and history of effectively serving residents and households in District 4.

2. PUBLIC SAFETY PROGRAM IN THE SOUTHEAST ASIAN COMMUNITY

MOHCD is seeking grant proposals to support the coordination of public safety activities City's Southeast Asian community in District 6 and citywide. This funding should grow the capacity and impact of existing efforts.

This RFP will provide up to \$500,000 of one-time funding for twelve-month grant starting as early as January 1, 2022. The final terms of conditions of the grant are subject to negotiation.

The coordination of public safety should address two primary elements:

Public Safety Coordination and Activities:

- Convene District 6 community stakeholders and merchants to create centralized services network that serve D6 API seniors and families to increase outreach and impact.
- Create citywide bilingual outreach materials such as flyers, videos, and pamphlets that include safety awareness tools, a reporting hotline, and community resources.

- Provide bilingual chaperones and escorts for residents and seniors to and from appointments and errands within their neighborhood.
- Provide bilingual personal safety training and bystander trainings for residents and community organizations.
- Promote cross racial solidary work through dialogue between youth and elders, Black, Latinx and Asian community through intergenerational conversations and workshops.
- Promote open and outdoor space and neighborhood community and celebrate District 6's cultural diversity.

Applicant Qualifications:

Applicants (and their proposed subcontractors, if applicable) must have the ability to provide culturally competent/humble services in appropriate languages for the Southeast communities being served, and history of effectively serving Southeast Asian residents and households in District 6 and citywide as appropriate. Grantees may provide a multi-year workplan to expend funds over a two-year period.

3. FUNDING TO SUPPORT FILIPINX PERFORMER/ARTIST ORGANIZATION IN DISTRICT 6.

This RFP will provide up to \$50,000 of one-time funding for a twelve-month grant starting as early as January 1, 2022. The final terms of conditions of the grant are subject to negotiation.

This grant is intended to fund an organization that focuses on preserving Filipinx culture through dance, music, and the arts. The purpose of this funding is to amplify tribal/traditional cultural continuity and help increase awareness of Filipinx contributions. The organization should have deep roots within District 6 and align with the goals and purpose of the SOMA Pilipinas Cultural Heritage District. This program will support community building among the Filipinx community and strengthen connections for individual and community well-being.

Applicant Qualifications:

Applicants (and their proposed subcontractors, if applicable) must have the ability to provide culturally competent/humble services within the SOMA Filipinx community and have a history working in District 6.

4. OUTDOOR PROGRAMMING FOR THE AMERICAN INDIAN/INDIGENOUS COMMUNITY

This RFP will provide up to \$100,000 of funding per fiscal year for a two-year period starting as early as January 1, 2022 and ending on June 30, 2023.

This funding opportunity is intended to support a collaboration amongst American Indian community-based organizations to create access to land and thereby offer outdoor programming within San Francisco for the Native community. The outdoor programming will support the American Indian community networks and strengthen service connections such as health and wellness, indigenous plant and medicine knowledge, as well as provide a space for community building activities.

Applicant Qualifications:

Applicants (and their proposed subcontractors, if applicable) must have the ability to provide culturally competent/humble services for the communities being served and have a history of effectively serving American Indian/Indigenous residents and households.

5. SUPPORT SERVICES FOR FORMERLY HOMELESS VETERANS IN SUPPORTIVE HOUSING

MOHCD is seeking grant proposals to support programming that would provide a coordinated approach to engage formerly homeless veterans in a supportive housing setting, increase their social connection and rebuild their mental health and resiliency, in light of isolation due to COVID-19 pandemic.

This RFP will provide up to \$115,000 of one-time funding for twelve-month grant starting as early as January 1, 2022. The final terms of conditions of the grant are subject to negotiation.

Programming should include the following activities:

- Peer support to veterans, ideally provided by a person with lived experience in homelessness and recovery; peer support will include one-on-one support, peer support groups, ability to support a tenant council, and assistance with property management.
- Cultural and recreational activities to engage formerly homeless veterans in their housing setting, including appropriate program supplies such as laptops/tablets to promote digital engagement.
- Transportation for veterans to activities, health appointments, and similar appointments.

Applicant Qualifications:

Applicants must have the ability to provide culturally competent/humble services in appropriate languages for formerly homeless veterans in a supportive housing setting and show a history of effectively serving this population.

6. FUNDING TO SUPPORT AN ORGANIZATION FOCUSING ON COMMUNICATIONS AND CAPACITY BUILDING FOR AMERICAN INDIAN/TRIBAL COMMUNITIES

This RFP will provide up to \$45,000 of funding per fiscal year for a two-year period starting as early as January 1, 2022 and ending on June 30, 2023.

This funding opportunity is intended to support community-building efforts within the American Indian Tribal Communities through supporting American Indian leadership, indigenous-based networks, and building partnerships across Indigenous and non-Indigenous organizations and Tribal governments. This funding opportunity defines capacity building as sharing information and resources through various mediums including electronic communications networks, advancing community dialogue on key issues, maximizing participation of Indigenous leaders to address common concerns, and collectively creating new strategies to improve the outcomes and opportunities for Indigenous communities.

Applicant Qualifications:

Applicants (and their proposed subcontractors, if applicable) must have the ability to provide culturally competent/humble services for the communities being served and have a history of effectively serving American Indian/Tribal Communities.

MOHCD PROPOSAL SUBMISSION INSTRUCTIONS

HOW TO SUBMIT A GRANT PROPOSAL

MOHCD FY21-22 Board and Mayoral Discretionary Grants (#2021-01)

1

REGISTER & ATTEND OUR PRE-SUBMISSION WEBINAR

November 19, 2021
9:30am – 10:30am

We will lead an optional virtual workshop to provide an overview of the RFP process, including eligibility criteria, MOHCD funding priorities, and how to apply. We encourage you to attend the workshop before submitting a proposal. For translation or interpretation services, email CommDevRFP@sfgov.org at least 72 hours in advance. For speech or hearing-impaired callers, email CommDevRFP@sfgov.org.

2

PUT TOGETHER YOUR PROPOSAL PACKET

All documents listed below can be found in fillable formats at the following website-
<https://sfmohcd.org/community-development-funding-opportunities>.

Proposal Packet Checklist:

- Proposal Cover Sheet (see pg. 9 and posted in Word on MOHCD website)
- Board of Directors (see pg.10 and posted in Word on MOHCD website)
- Proposal Narrative Responses (see p.11 for instructions)
- Project Budget (see p.12 for instructions)
- Agency-Wide Budget (see p.12 for instructions)

The following documents are also required if you are not currently funded by MOHCD:

- Agency's Articles of Incorporation, including all amendments
- Agency's By-Laws, including all amendments
- Evidence of agency's Federal Tax Exempt 501(c)(3) status

3

SUBMIT YOUR PROPOSAL PACKET

PROPOSAL DUE DATE: December 10, 2021 AT 5:00pm

HOW TO SUBMIT A FINAL PROPOSAL PACKET:

1. Attach all documents to one email for each proposal. Subject Line should state "MOHCD Discretionary Grants RFP Final Proposal" and include your agency name.
2. Send to CommDevRFP@sfgov.org before 5pm on Friday, December 10, 2021. Proposals received after 5pm on the submission date will not be considered.
3. Please send proposals early ensure the ability to address any unforeseen technical difficulties.
4. Please email CommDevRFP@sfgov.org immediately if you are experiencing any technical difficulties.

PROPOSAL COVER SHEET

MOHCD FY21-22 Board and Mayoral Discretionary Grants (#2021-01)

A fillable word version of this form can be found at <https://sfmohcd.org/community-development-funding-opportunities>.

Funding Opportunity # _____ and name _____

Agency Name:

Street Address:

City:

State:

Zip Code:

Main Phone:

Project Name:

Project Description (one-liner):

Project Site Address (if different from above):

City:

State:

Zip Code:

Executive Director/CEO:

Name:

Phone:

Email:

Chief Financial Officer:

Name:

Phone:

Email:

Chief Operating Officer:

Name:

Phone:

Email:

Primary Project Contact Person (if different):

Name:

Phone:

Email:

Total Proposal Request: \$

Total FY 21/22 Agency Budget: \$ _____

I certify that the information provided in this proposal is true.

Signature of Executive Director

Date

Lead Applicant's Board of Directors

MOHCD FY21-22 Board and Mayoral Discretionary Grants (#2021-01)

A fillable word version of this form can be found at <https://sfmohcd.org/community-development-funding-opportunities>.

Name	Years on Board	Home Neighborhood	Job or Relevant Experience

PROPOSAL NARRATIVE QUESTIONS

MOHCD FY21-22 Board and Mayoral Discretionary Grants (#2021-01)

The proposal narrative should not exceed 6 total pages. MOHCD will not accept any handwritten narratives. Font size must be at least 12 point. Pages must be standard 8-1/2 by 11.

Proposal Narrative Questions (Up to 80 points)

As part of each narrative response, include how the project will address and advance racial equity, as well as how it addresses the needs of the city's most vulnerable populations (including the impacts of COVID-19).

- (1.) **Target Population:** Describe the target population(s) you will serve with this proposed program, your experience serving them, and their key needs. In your answer, describe how your proposed program will engage these populations, and identify and address these needs, including any cultural, language, gender (as evidenced by your policies, procedures, practices and staffing), as well as how the program will connect participants to additional resources. (Up to 15 points)
- (2.) **Program Design:** Describe your proposed program, including the activities or types of services, how they will be provided, and your approach (such as timeline, hours and days of operation, examples, best practices, and why this model best serves your target population)? (up to 20 points)
- (3.) **Experience:** Describe your agency's experience providing the types of activities described in this RFP, including how long the activities have been provided, any specific successes and challenges that you have experienced? (Up to 10 Points).
- (4.) **Staffing:** Describe the staffing plan for your proposed program, including all leadership, direct service and supportive roles. Include job titles, brief job descriptions, and the necessary experience for each staff member, including for staff that need to be hired? (Up to 5 points)
- (5.) **Advancing Racial Equity:** How do you seek to engage all underserved communities that need the services you provide in order to address social and racial inequities? (Up to 10 points)
- (6.) **Partnerships:** Describe any established and/or mutually proposed partnerships this program will maintain with other service providers or systems, including their added benefit to the program design? (Up to 5 points)
- (7.) **Impact:** Describe how you will measure the quantity, quality, impact, and overall success of your proposed program. Provide estimated annual targets for activities/services provided and outcomes achieved? (Up to 10 points)
- (8.) **Evaluation:** Describe processes and systems your agency has in place to evaluate services, program quality and impact? (Up to 5 points)

Proposal Budget Items

MOHCD FY21-22 Board and Mayoral Discretionary Grants (#2021-01)

A fillable word version of this form can be found at <https://sfmohcd.org/community-development-funding-opportunities>.

1. For your Project Budget, please include budget items for a twelve-month period. The budget should include not only your MOHCD grant request including any other funding sources. For quick reference, below is the Project Budget Form.
2. You can access a fillable MOHCD Project Budget form in Excel format at <https://sfmohcd.org/community-development-funding-opportunities>

MOHCD PROJECT BUDGET WORKSHEET							
	AGENCY NAME:	INSTRUCTIONS- • Everything in blue is MOHCD's budget template. • Everything in yellow must be filled out by the applicant. • If applicable, include your project's two largest secured funding sources in the column headers labeled "Other Funding Amount" and insert the source's name. • You may add rows/lines to the "Item Detail" Sections to accurately reflect your proposed budget.					
	PROPOSAL NAME:						
7	LINE ITEM	ITEM/NAME DETAIL		Current Grant Request to	Other Secured Funding from	Other Secured Funding from	
8		Staff Name & Title	Rate/Hr. \$ of Hrs.	MOHCD Grant Request	Amount from	Amount from	
9	Salaries & Wages						
10							
11							
12							
13							
14							
15		Total Salaries & Wages		\$ -	\$ -	\$ -	
SALARIES & WAGES BUDGET NARRATIVE: Please provide a detailed description of the items listed above and how they relate to							
18	Fringe Benefits	FICA				\$ -	
19		SUI				\$ -	
20		Workers Compensation				\$ -	
21		Medical Insurance				\$ -	
22		Retirement				\$ -	
23		Other				\$ -	
24		Total Fringe Benefits		\$ -	\$ -	\$ -	
26	Contractual Service	ITEM/NAME DETAIL		MOHCD Grant Request	Other Secured Amount from	Other Secured Amount from	
27							
28							
29		Total Contractual Services		\$ -	\$ -	\$ -	
CONTRACTUAL SERVICES BUDGET NARRATIVE: Please provide a detailed description of the items listed above and how they rel							
34	Equipment (including leasing)	ITEM DETAIL		MOHCD Grant Request	Other Secured Amount from	Other Secured Amount from	
35							
36							
37		Total Equipment		\$ -	\$ -	\$ -	
EQUIPMENT BUDGET NARRATIVE: Please provide a detailed description of the items listed above and how they relate to the prop							
41	Other	ITEM DETAIL		MOHCD Grant Request	Other Secured Amount from	Other Secured Amount from	
42		Travel					
43		Insurance				\$ -	
44		Office and/or Project Space Rental				\$ -	
45		Office and/or Project Supplies				\$ -	
46		Telecommunications				\$ -	
47		Utilities				\$ -	
48		Total Other		\$ -	\$ -	\$ -	
"OTHER" BUDGET NARRATIVE: Please provide a detailed description of the items listed above and how they relate to the propos							
51	Indirect	Total Indirect (no more than 15%)				\$ -	
52		INDIRECT BUDGET NARRATIVE: Please provide a detailed description of the items listed above and how they relate to the propos					
53	TOTAL				\$ -	\$ -	\$ -

3. The Agency-Wide Budget must be submitted and is a part of your submission packet (see page 8).

SCORING

Grant proposals that meet our Eligibility Criteria (see Page 3) will be scored, ranked, and receive a funding recommendation based on the ranking. Proposals that do not satisfy the Eligibility Criteria will be determined as non-responsive to this RFP and will not be reviewed.

Proposals will be reviewed and will be evaluated by the following criteria:

Proposal Scoring Rubric	
Proposal Section	Point Value
1. Target Population	15
2. Program Design	20
3. Experience	10
4. Staffing	5
5. Advancing Racial Equity	10
6. Partnerships	5
7. Impact	10
8. Evaluation	5
9. Program Budget	20
Total	100

MOHCD will average the initial reviewers scores for each proposal to generate its final score. This will ensure all proposals have a final score out of 100 points. Final scores allow MOHCD to develop a final ranking of eligible proposals for each funding opportunity.

MOHCD will release intent to award letter in late December 2021.

APPEALS PROCESS

Proposals will be determined as non-responsive if they are incomplete, undelivered, or do not meet the Eligibility Criteria (see Page 3). If we determine your proposal to be non-responsive, we will inform you. Applicants may appeal a determination of non-responsiveness to this RFP by submitting notice by email to MOHCD setting forth the grounds for the appeal by no later than five (5) business days after receiving MOHCD's determination.

Organizations will be notified if a proposal was not selected for an award. If there is disagreement with the decision, organizations may file a formal appeal within five (5) business days of the award announcement. MOHCD must receive the appeal on or before the fifth business day.

The appeal must include a written statement of each of the grounds for appeal. An individual authorized to represent the respondent must submit the appeal by email to CommDevRFP@sfgov.org. The appeal must cite all applicable laws, rules, procedures, or provisions that we did not follow faithfully, as documented in this RFP. The appeal must specify facts and evidence enough for us to determine its validity. Disagreements about program quality or value do not constitute grounds for appeal. Failure to object or appeal in the manner and within the times set forth above will constitute a complete and irrevocable waiver of any appeal of MOHCD's decision.

MOHCD will only accept appeals of non-responsiveness or an award decision by email. It is the responsibility of applicants to ensure email delivery prior to the deadline specified.

A panel selected by MOHCD will review all eligible appeals, and the panel decisions will be final. If necessary, we will schedule a meeting with the respondent within ten (10) calendar days of receiving the appeal.

APPENDIX A: MOHCD Target Populations

MOHCD's Equity Goal is to advance opportunities and improve programmatic outcomes for the most vulnerable residents utilizing population-level indicators and community-level indicators.

The results of this RFP will further focus MOHCD's investments in the highest priority areas of housing stability, anti-displacement, and economic self-sufficiency.

MOHCD TARGET POPULATIONS

1. Culturally Specific Groups:
 - Asian (including Chinese, Filipino and Southeast Asian)
 - Black and African American
 - Latino
 - Middle Eastern and North African
 - American Indian and Indigenous
 - Samoan and Other Pacific Islander
2. Very Low-Income Households that are Not Homeless
3. Very Low-Income Homeowners
4. People Experiencing Homelessness
5. Households with Low Educational Attainment
6. Limited English Proficient Households
7. Immigrants, including Undocumented Immigrants and Refugees
8. Households with Low Digital Access/Literacy
9. Public Housing, RAD and HOPE SF Residents
10. Disconnected Transitional Age Youth
11. Persons Living with HIV/AIDS
12. Seniors and Persons with Disabilities
13. LGBQ Residents
14. Transgender Residents
15. Opportunity Neighborhood Residents
16. Veterans
17. Survivors of Domestic Violence
18. Households Experiencing Violence
19. Re-Entry Population

APPENDIX B: Population-Level Indicators, and Disparity Indicators

MOHCD is working to address disparities and ensure measurable outcomes for vulnerable populations in San Francisco. MOHCD is building upon its 2020-2025 Consolidated Plan and aligning its program areas with the Economic Recovery Task Force Policy Recommendations to ensure a coordinated recovery for San Francisco.

Examples of selected population-level indicators, key program outcomes, and key disparity indicators by program area are included below for reference.

1. **Invest in Housing:** (City ERTF Policy Recommendation)

Ensuring families and individuals are stably housed: (MOHCD Consolidated Plan Goal)

Race and Ethnicity	Percentage of households who own their home	Percentage of households who spend > 30% of gross income on their home	Percentage of households who spend > 30% of gross income on rent
American Indian	39.48 %	75.70 %	44.29 %
Black	30.01 %	73.09 %	58.38 %
Chinese	58.18 %	63.58 %	42.66 %
Filipino	50.15 %	70.72 %	37.43 %
Latino	27.34 %	77.88 %	54.25 %
Southeast Asian	44.53 %	70.09 %	46.17 %
Pacific Islander	54.55 %	52.62 %	26.66 %
White	39.71 %	71.06 %	40.56 %
All Other Asian	35.88 %	70.43 %	44.21 %
All Other Race	28.88 %	39.43 %	21.46 %
All San Franciscans	41.93 %	70.20 %	44.30 %

2018 American Community Survey 1-Year Estimates, IPUMS USA, University of Minnesota, www.ipums.org.

2. **Pursue Economic Justice:** (City ERTF Policy Recommendation)

Ensuring Families and Individuals Are Resilient and Economically Self-Sufficient: (MOHCD Consolidated Plan Goal)

Race and Ethnicity	Percentage of residents who are extremely-low or low-income	Percentage of residents who are below the federal poverty line	Percentage of residents who are considered working poor
American Indian	26.62 %	28.22 %	0.00 %
Black	51.55 %	32.83 %	16.96 %
Chinese	40.18 %	9.65 %	7.75 %
Filipino	29.48 %	7.92 %	2.95 %
Latino	47.97 %	13.15 %	11.33 %
Southeast Asian	35.19 %	13.13 %	7.47 %
Pacific Islander	20.71 %	4.00 %	0.00 %
White	21.43 %	7.67 %	2.54 %
All Other Asian	27.35 %	9.06 %	3.31 %
All Other Race	22.22 %	18.28 %	1.35 %
All San Franciscans	32.55 %	10.83 %	5.36 %

2018 American Community Survey 1-Year Estimates, IPUMS USA, University of Minnesota, www.ipums.org.

3. **Job Connections:** (City ERTF Policy Recommendation)

Ensuring Families and Individuals Are Resilient and Economically Self-Sufficient (MOHCD Consolidated Plan Goal)

Race and Ethnicity	Percentage of residents who are unemployed	Percentage of residents who have attained less than a bachelor's degree	Percentage of residents who are not considered English proficient
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American Indian	15.86 %	64.79 %	0.00 %
Black	3.83 %	76.00 %	0.36 %
Chinese	2.58 %	62.90 %	28.07 %
Filipino	2.25 %	56.36 %	7.94 %
Latino	3.05 %	71.30 %	12.27 %
Southeast Asian	1.96 %	67.92 %	25.60 %
Pacific Islander	1.26 %	66.25 %	3.31 %
White	2.35 %	30.40 %	0.84 %
All Other Asian	1.68 %	36.77 %	5.78 %
All Other Race	0.00 %	34.33 %	0.00 %
All San Franciscans	2.58 %	49.81 %	9.91 %

2018 American Community Survey 1-Year Estimates, IPUMS USA, University of Minnesota, www.ipums.org.

