

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



**London N. Breed**  
Mayor

**Daniel Adams**  
Director

**Acquisition and Capital Improvements for the Organizations Working with API  
Residents RFP (2023-03a)**  
**Date: April 16, 2024**

- Q1: Regarding the lease requirements, is the 5 or 10 year tenure period referencing the full length of the lease from the signing date, the amount of time that must be remaining on the lease at the time of submission, or the amount of time that must be remaining on the lease as of the contract start date?**
- A1: For acquisition the tenure period starts with the purchase of the real property. For leased facilities it starts at the completion of the improvements, this date is based off the date of last payment made for the grant agreement.
- Q2: Is there a preference to fund projects in certain districts like the last round?**
- A2: No there is not a preference for projects in specific districts.
- Q3: Can multiple projects be funded in 1 district?**
- A3: It is possible for multiple projects to be funded in one district. MOHCD will always evaluate our current and future investment in certain areas with a lense of equity.
- Q4: Can an existing capital grant from MOHCD or another CCSF department be used as matching funds?**
- A4: Matching funds from another city department are allowable, but matching funds may not come from MOHCD.
- Q5: Regarding the audit requirements, how will organizations be required to respond... audits do not appear in the required proposal documents?**
- A5: Audits are not necessary to submit as a part of the proposal and are not evaluated, they are required should your organization be awarded. We are sharing the post award requirements for your information.
- Q6: Are closing costs (e.g. title, recording) and broker fees eligible costs?**
- A6: No, closing costs and broker fees are not eligible costs under the grant.
- Q7: RFP mentions commercial spaces as ineligible. Can MOHCD clarify if this applies to leasing or acquisition of commercial businesses or commercial activity?**
- A7: The term commercial space in the RFP refers to a space that would house a for-profit enterprise or activity. The space funded with the grant cannot house such activities. This applies to both acquisition and leasing.

**Q8: If projects only request funding to cover acquisition and soft costs, but are seeking private funds to pay for hard costs, is a project still subject to prevailing wage requirements per MOHCD.**

**A8:** Per the RFP, respondents may apply for either acquisition or capital improvements for the submitted project, but not both. Soft costs are not eligible expenses for acquisition grants.