



**Mayor's Office of Housing and Community Development**

**COMMUNITY DEVELOPMENT DISCRETIONARY GRANT  
REQUEST FOR PROPOSALS  
FY2024-25 (#2024-01a)**

Date Issued: **August 13, 2024**

Deadline for Submission: **September 13, 2024 at 5:00 pm PT**

**RFP Questions? Need alternative formats for persons with disabilities? Email [CommDevRFP@sfgov.org](mailto:CommDevRFP@sfgov.org)**

# TABLE OF CONTENTS

1	Mayor's Office of Housing & Community Development
2	Summary of Funding Opportunity & Tentative RFP Timeline
3	Eligibility Requirements
4	RFP Assistance & Resources
5	MOHCD Discretionary Grants
7	Proposal Submission Instructions
8	Proposal Cover Sheet
9	Lead Applicant's Board of Directors
10	Proposal Narrative Questions
11	Proposal Budget & Agency Wide Budget Instructions
12	Scoring & Appeals Process
13	Appendix A: MOHCD Target Populations
14	Appendix B: Population-Level Indicators and Key Disparity Indicators

# 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.

## MOHCD's Guiding Document

MOHCD's work is guided by a primary planning document called the Consolidated Plan. The Consolidated Plan serves as the application for several federal funding sources and provides additional context for MOHCD's work. The Consolidated Plan can be found on our website [www.sfmohcd.org](http://www.sfmohcd.org).

## SUMMARY OF FUNDING OPPORTUNITY

MOHCD has a responsibility to maintain transparency in its processes. This open and competitive process is utilized throughout the City for the allocation of public funds. MOHCD is issuing this request for proposals to solicit proposals for the following funding opportunity. The term of the grants and funding amount are also shown in the table below. Please note the final terms and conditions of the grant are subject to negotiation.

Title	Term	Total Funding
Human Trafficking Prevention	1 Year	\$50,000

### **Tentative RFP Timeline:** *Dates are subject to change*

<b>RFP Issued</b>	<b>August 13, 2024</b>
MOHCD Pre-Submission Webinar	August 19, 2024 at 2PM
Deadline to submit questions	August 23, 2024 at 5PM
Response to questions issued	August 28, 2024
<b>Proposals Due</b>	<b>September 13, 2024 at 5:00 pm</b>
Notification to Confirm Successful Proposal Submission	<b>By September 17, 2024</b>
Intent to Award Letters Sent	October 2024
<b>Contract Term Begins</b>	<b>December 1, 2024</b>

# 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.
- You must sign and meet the provisions of a grant agreement. The grant agreement includes a scope of work and budget.
- Please note, MOHCD cannot reimburse for expenses incurred before the start of the grant agreement.

**Audit Requirements-** To be a MOHCD grantee, ONE of the following audit documents is required.

- **Standard CPA Audit** – A standard audit is required for all agencies with a total budget over \$500,000 in the previous fiscal year.
- **CPA Financial Review-** A financial review is allowed in place of standard audit for agencies with a total budget between \$250,000-\$500,000 in the previous fiscal year.
- **OMB A-133 Audit** - *If agency expended more than the threshold amount of \$750,000 or more in federal funds in the previous fiscal year.*
- **Letter-** If the agency's total budget is less than \$250,000 a letter can be provided stating that no audit was performed per the agency's global budget size.
- **A Fiscal Year Audit** should have been completed by March 31, 2024, and will cover the following period- July, 1, 2022-June 30, 2023.
- **A Calendar Year Audit** should have been completed by September 30, 2024, and will cover the following period- January 1, 2023-December 31, 2023.

## 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](http://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.
- **Corporate Good Standing** – Applicants must be in good standing with the California Attorney General’s Registry of Charitable Trusts, California Secretary of State, and California Franchise Tax Board by the time of grant execution and remain in good standing during the term of the agreement. Your organization will be responsible for ensuring any non-profit subgrantees or fiscally sponsored organization are also in compliance with all requirements of the Attorney General’s Registry of Charitable Trusts and all other corporate requirements under California law

## RFP ASSISTANCE & RESOURCES

### MOHCD RFP Pre-Submission Webinar

A live virtual pre-submission webinar will be offered. Staff will provide an overview of the RFP process, including eligibility criteria, MOHCD funding opportunities, and how to apply.

- 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 on the links below:

[Pre-Submission Webinar Link](#)

Click the link above to register and receive Zoom info

August 19, 2024 at 2PM

### 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](mailto:CommDevRFP@sfgov.org) by August 23, 2024 at 5PM.

We will do our best to issue our response to your questions on August 28, 2024 on MOHCD website.

# MOHCD Discretionary Grant

Through this RFP process, MOHCD is seeking proposals for the following funding opportunity. The final terms and conditions of each awarded grant are subject to negotiation. Please note your proposal might be considered for future funding opportunities without submission of an additional response. In such a case, the funds awarded will not exceed \$500,000 or 150% of the original grant amount authorized through this RFP, whichever is greater. At this time, no additional funds are available.

## 1. Human Trafficking Prevention

Title	Term	Total Funding
Human Trafficking Prevention	1 Year	\$50,000

**Strategy:** Human trafficking is defined as crime that involves compelling or coercing a person to provide labor or services, or to engage in commercial sex acts. It is a serious crime often recognized as modern-day slavery and serves as a violation of human rights. Victims may vary regardless of race, national origin, age, gender identity, sexual orientation, socioeconomic status, education level, or citizenship status. However, in crimes of exploitation and abuse, human traffickers often prey upon members of marginalized communities and vulnerable individuals. To help address, MOHCD is seeking proposals to provide a variety of services to victims and survivors of sex trafficking in San Francisco to help them to successfully thrive in society.

**Service to be Provided:** This RFP will provide up to \$50,000 of funding per year for a one-year period starting December 1, 2024. The source of this funding is a one-year addback which is not in MOHCD's budget for FY 25-26, so the applicant should not expect additional support from MOHCD for this program after the end date of this grant. Services may include some or all of the following:

- **Outreach, Intervention & Education:** Provide services to prevent violence against women and girls through accessible and culturally competent workshops, community outreach, and education that promotes safety, emotional well-being, and economic independence to target populations. Priorities include community-directed, neighborhood-based, comprehensive violence prevention and educational programs/workshops and services. Educational programs/workshops may involve a variety of institutions, including health, education, social services, and criminal justice. Applicants should provide extensive outreach to engage with individuals most impacted by human trafficking and facilitate educational programs and workshops that promotes safety, emotional well-being, and economic independence.
- **Enhanced Information and Referral Services:** Clients at risk of violence should receive assistance to support with navigating a range of options to make the most informed service decisions. Clients should be connected to an appropriate referral service that best addresses their individual needs. Services may include emergency lodging and shelter, referrals to other prevention and intervention services such as accompaniment, individual or group counseling, crisis intervention, or other advocacy services to enhance self-sufficiency.

**Applicant Qualifications:** Applicants (and their proposed subcontractors, if applicable) must have the ability to provide culturally competent/humble services in appropriate languages for the targeted populations being served, and history of effectively serving victims of human trafficking in San Francisco.

# MOHCD PROPOSAL SUBMISSION INSTRUCTIONS

## HOW TO SUBMIT A GRANT PROPOSAL

1

### REGISTER & ATTEND OUR PRE-SUBMISSION WEBINAR

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

2

### PUT TOGETHER YOUR PROPOSAL PACKET

Templates for some of the documents listed below can be found in fillable formats on MOHCD website- <https://sf.gov/information/community-development-funding-opportunities>

**Proposal Packet Checklist: all the following documents are required as part of submission. Please note if you do not submit all the required items, your proposals will be considered non-responsive and will not be considered for award.)**

- Proposal Cover Sheet (see p. 7 for more information - **TO BE SUBMITTED ONLINE**)
- Board of Directors (see p. 8 and a template posted on MOHCD website)
- Proposal Narrative Responses (see p.9 for instructions)
- Project Budget and Budget Narrative (see p.10 for instructions and a template posted on MOHCD website)
- Agency-Wide Budget (see p.10 for more information)

3

### SUBMIT YOUR PROPOSAL PACKET

**PROPOSAL DUE DATE: September 13, 2024 at 5:00 PM**  
**HOW TO SUBMIT A FINAL PROPOSAL PACKET:**

1. **NEW STEP** - Submit online cover sheet at <https://forms.office.com/g/xWyaFT7LTB>
2. Attach all other documents to one email for each proposal and send it to [CommdevRFP@Sfgov.org](mailto:CommdevRFP@Sfgov.org). Subject Line should state "MOHCD Discretionary Grant RFP Final Proposal" and include your agency name.
3. Please submit one proposal per funding opportunity.
4. All required documents must be submitted before 5PM on the due date. Proposals received after 5PM will not be considered.
5. Please send proposals early ensure the ability to address any unforeseen technical difficulties.
6. Please email [CommDevRFP@sfgov.org](mailto:CommDevRFP@sfgov.org) immediately if you are experiencing any technical difficulties.
7. A confirmation email will be sent within 3 business days after the date of your submission. If you do not receive a confirmation email, please email [CommDevRFP@sfgov.org](mailto:CommDevRFP@sfgov.org) to ensure your proposal has been received.
8. **All required documents including online cover sheet must be submitted by the deadline. Partial or incomplete proposals will be considered nonresponsive and ineligible for award.**



# PROPOSAL COVER SHEET

**NEW STEP** - Proposal cover sheet can be found online and must be submitted using the following link - <https://forms.office.com/g/xWyaFT7LTB>. We ask that you provide the information requested by filling out all required fields and press "submit" at the end. Please fill out one cover sheet per proposal/funding opportunity. Failing to submit the cover sheet online by the stated deadline will result in your proposal being considered non-responsive and will be ineligible for award.

## MOHCD Discretionary Grants RFP FY24-25 Cover Sheet

Thank you for your interests in MOHCD's Discretionary Grants RFP. Please fill out all the required field below and press "submit". In addition to the cover sheet, other required documents must be submitted via email to [CommdevRFP@sfgov.org](mailto:CommdevRFP@sfgov.org) by **September 13, 2024 at 5PM**. Please fill out one form per proposal/funding area. The link to this form will be disabled after the deadline. Please note failure to submit all required elements of proposal by the stated deadline will result in your proposal considered nonresponsive and ineligible for award.

\* Required

1. You are submitting a proposal for \*

Funding Opportunity - Human Trafficking Prevention

2. Your Agency Name \*

If fiscally sponsored, please enter the name of the fiscally sponsored organization. We will ask you about your fiscal sponsor later.

Enter your answer

3. Phone Number (XXX-XXX-XXXX) \*

Enter your answer

4. Street Address (Street, City, State and Zip Code) \*

Enter your answer

5. Name of Your Agency's Executive Director/CEO \*

# LEAD APPLICANT'S BOARD OF DIRECTORS

A fillable Word version of this form can be found at <https://sf.gov/information/community-development-funding-opportunities>

Name	Years on Board	Home Neighborhood	Job or Relevant Experience

# PROPOSAL NARRATIVE QUESTIONS

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

- (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.
- (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.
- (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.
- (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.
- (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. Describe how the project will address and advance racial equity, and how it addresses the needs of the city's most vulnerable populations.
- (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.
- (7.) **Impact/Outcomes:** Describe in detail the impact that this project will have on the community and on the individuals served. Provide estimated annual targets for activities/services provided and outcomes achieved.
- (8.) **Evaluation:** Describe processes and systems your agency has in place to evaluate services, program quality and impact.

# PROPOSAL BUDGET & AGENCY WIDE BUDGET INSTRUCTIONS

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://sf.gov/information/community-development-funding-opportunities>
3. Be sure to fill out one project budget per funding opportunity. If you are applying for multiple funding opportunities, your proposal must include budget worksheet for each opportunity to be considered complete.
4. Provide budget narrative in a separate Word documents detailing each line item and what is included in the cost.

MOHCD PROJECT BUDGET WORKSHEET						
4	AGENCY NAME:	<b>INSTRUCTIONS-</b> • 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.				
5	PROPOSAL NAME:					
7	<b>LINE ITEM</b>	<b>ITEM/NAME DETAIL</b>	<b>Current Grant Request to</b>	<b>Other Secured Funding from (Insert Source)</b>	<b>Other Secured Funding from (Insert Source)</b>	<b>Total Project Budget</b>
8		Staff Name & Title	Rate/Hr. # of Hrs.			\$ -
9	Salaries & Wages					\$ -
10						\$ -
11						\$ -
12						\$ -
13						\$ -
14						\$ -
15		<b>Total Salaries &amp; Wages</b>	\$ -	\$ -	\$ -	\$ -
16	<b>SALARIES &amp; WAGES BUDGET NARRATIVE: Please provide a detailed description of the items listed above and how they relate to</b>					
18	Fringe Benefits	FICA				\$ -
19		SUI				\$ -
20		Workers Compensation				\$ -
21		Medical Insurance				\$ -
22		Retirement				\$ -
23		Other				\$ -
24		<b>Total Fringe Benefits</b>	\$ -	\$ -	\$ -	\$ -
26	Contractual Services	<b>ITEM/NAME DETAIL</b>	<b>MOHCD Grant Request</b>	<b>Other Secured Amount from</b>	<b>Other Secured Amount from</b>	<b>Total Project Budget</b>
27						\$ -
28						\$ -
29		<b>Total Contractual Services</b>	\$ -	\$ -	\$ -	\$ -
30	<b>CONTRACTUAL SERVICES BUDGET NARRATIVE: Please provide a detailed description of the items listed above and how they rel</b>					
33	Equipment (including leasing)	<b>ITEM DETAIL</b>	<b>MOHCD Grant Request</b>	<b>Other Secured Amount from</b>	<b>Other Secured Amount from</b>	<b>Total Project Budget</b>
34						\$ -
35						\$ -
36		<b>Total Equipment</b>	\$ -	\$ -	\$ -	\$ -
37	<b>EQUIPMENT BUDGET NARRATIVE: Please provide a detailed description of the items listed above and how they relate to the prop</b>					
40	Other	<b>ITEM DETAIL</b>	<b>MOHCD Grant Request</b>	<b>Other Secured Amount from</b>	<b>Other Secured Amount from</b>	<b>Total Project Budget</b>
41		Travel				\$ -
42		Insurance				\$ -
43		Office and/or Project Space Rental				\$ -
44		Office and/or Project Supplies				\$ -
45		Telecommunications				\$ -
46		Utilities				\$ -
47		<b>Total Other</b>	\$ -	\$ -	\$ -	\$ -
48	<b>"OTHER" BUDGET NARRATIVE: Please provide a detailed description of the items listed above and how they relate to the propos</b>					
49		<b>Total Indirect (no more than 15%)</b>				\$ -
51	Indirect	<b>INDIRECT BUDGET NARRATIVE: Please provide a detailed description of the items listed above and how they relate to the propos</b>				
52						\$ -
53		<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ -

5. The most recent Agency-Wide Budget for FY2024 must be submitted and is a part of your submission packet. The budget should be detailed (not roll-up) and reflect the total revenue and expense for its programs.

## SCORING

Grant proposals that meet our Eligibility Requirements (see p. 3) will be scored, ranked, and receive a funding recommendation based on the ranking. Proposals that do not satisfy the Eligibility Requirements will be determined as non-responsive to this RFP and will not be reviewed including partial or incomplete proposals as well as proposals submitted after the deadline.

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	10
5. Advancing Racial Equity	10
6. Partnerships	5
7. Impact/Outcome	10
8. Evaluation	5
9. Program Budget	15
<b>Total</b>	<b>100</b>

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 the funding opportunity.

If MOHCD receives one proposal, MOHCD staff will review the proposal to ensure eligibility requirements are met and a minimal score of 70 is obtained before initiating the grant negotiation process.

MOHCD will release intent to award letters in late October 2024.

## APPEALS PROCESS

Proposals will be determined as non-responsive if they are incomplete, undelivered, or do not meet the Eligibility Requirements (see p.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](mailto: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. Below are examples of the MOHCD's '2020-2024 Consolidated Plan' strategies' alignment with the City's Economic Recovery Task Force (ERTF) Policy Recommendations. The ERTF Policy Recommendations were created in response to the Pandemic to support a coordinated recovery for San Francisco. Also included below are population-level indicators illustrating the race and ethnicity disparities MOHCD is working to address through the funding it administers as well as the programs it administers.

### 1. Ensuring Families and Individuals Are Stably Housed: (MOHCD Consolidated Plan Goal) Invest in Housing: (ERTF Policy Recommendation)

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 %
<b>All San Franciscans</b>	<b>41.93 %</b>	<b>70.20 %</b>	<b>44.30 %</b>

2018 American Community Survey 1-Year Estimates, IPUMS USA, University of Minnesota, [www.ipums.org](http://www.ipums.org).

### 2. Ensuring Families & Individuals Are Resilient & Economically Self-Sufficient: (MOHCD Consolidated Plan Goal) Pursue Economic Justice: (ERTF Policy Recommendation)

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 %
<b>All San Franciscans</b>	<b>32.55 %</b>	<b>10.83 %</b>	<b>5.36 %</b>

2018 American Community Survey 1-Year Estimates, IPUMS USA, University of Minnesota, [www.ipums.org](http://www.ipums.org).

### 3. Ensuring Families & Individuals Are Resilient & Economically Self-Sufficient (MOHCD Con Plan Goal) Job Connections: (ERTF Policy Recommendation)

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
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 %
<b>All San Franciscans</b>	<b>2.58 %</b>	<b>49.81 %</b>	<b>9.91 %</b>

2018 American Community Survey 1-Year Estimates, IPUMS USA, University of Minnesota, [www.ipums.org](http://www.ipums.org).

