
File ID: 2026-01203

7/21/2026

[Memorandum of Understanding Amendment] Receive and Administer Homeless Housing Assistance Prevention Round 4 and 5 (HHAP-4 and HHAP-5) Funds for Transitional-Age-Youth Sheltering

File ID: 2026-01203

Location: Citywide

Recommendation: Adopt a **Resolution** authorizing the City Manager or designee to: 1) amend the following Funds Transfer Memorandum of Understandings with Sacramento Steps Forward to increase funding to serve Transitional Age Youth shelters: a) Amendment No. 2024-0112-2 for an additional \$363,000 in HHAP-4 funding, and b) Amendment No. 2025-4629-1 for an additional \$534,219 in HHAP-5 funding; and 2) increase the revenue and expenditure budgets in the CoC HHAP Youth Funding Project (G23000100) by \$897,219 (Operating Grants, Fund 2702).

Contact: Brian Pedro, Director, (916) 808-7816, bpedro1@cityofsacramento.org; Rodolfo Davidson, Program Manager, (916) 808-3703, rdavidson@cityofsacramento.org; Department of Community Response

Attachments:

1-Description/Analysis

2-Resolution

3-Amendment No. 2 to Sacramento Steps Forward Funds Transfer Memorandum of Understanding for HHAP-4

4-Amendment No. 1 to Sacramento Steps Forward Funds Transfer Memorandum of Understanding for HHAP-5

Description/Analysis

Issue Detail: Homelessness is an issue that impacts communities without regard to geographic or political boundaries and for which there is no single answer or approach. Shelters play a significant role in addressing homelessness, and as such, it is necessary to create a systemic approach to addressing homelessness, which includes low-to-no barrier crisis shelters. The City of Sacramento recognizes the important role that such shelters play in helping move people out of homelessness and into permanent housing.

According to the 2026 Sacramento Point-in-Time (PIT) Count report, the County of Sacramento had

an estimated homeless population of 7,458 people, including 218 Transitional Age Youth (TAY). The PIT count showed that 346 TAY individuals were sheltered in 2026, a 32% increase from the 2024 PIT count.

The City has consistently collaborated with Sacramento Steps Forward (SSF), the administrative entity for the Sacramento City and County Continuum of Care (CoC), as part of the regional approach to utilize the combined City and CoC allocations of Homeless Housing and Assistance (HHAP) funding for TAY programming.

On February 6, 2024, the City Council adopted resolution 2024-0039 authorizing a Funds Transfer Memorandum of Understanding (MOU) with SSF to receive \$832,311 in HHAP-3 funding and \$1,233,309 in HHAP-4 funding to support the operation of shelters serving TAY between the ages of 18 and 24, (MOU No. 2024-0112).

On March 17, 2026, the City Council adopted resolution 2026-0072 authorizing Amendment No. 1 to the HHAP-3 and HHAP-4 Funds Transfer MOU with SSF to receive an additional \$300,000 of CoC HHAP-3 funds to support the operation of shelters serving TAY. (MOU No. 2024-0112-1)

On October 21, 2025, the City Council adopted resolution 2025-0281 authorizing a Funds Transfer MOU with SSF to receive \$1,334,599 in HHAP-5 to support the operation of shelters serving TAY. (MOU No. 2025-4629)

SSF has additional unspent CoC Youth HHAP-4 and HHAP-5 funding, and on June 17, 2026, the CoC board approved the recommendation to award these funds to the City to support youth sheltering projects.

City staff recommend executing Amendment No. 2024-0112-2 of the HHAP-3 and HHAP-4 Funds Transfer MOU with SSF to receive and administer an additional \$363,000 in HHAP-4 funding, and Amendment No. 2025-4629-1 of the HHAP-5 Fund Transfer MOU with SSF to receive and administer an additional \$534,219 in HHAP-5 funding, to support the operation of shelters serving TAY.

Policy Considerations: Pursuant to Sacramento City Code section 3.56.090, any agreement for non-professional services that is for \$250,000 or more requires City Council approval.

Environmental Considerations: This report concerns administrative activities and government fiscal activities that do not constitute a "project" and is not subject to the provisions of California Environmental Quality Act (CEQA) (CEQA Section 15378(b)(2)). Additionally, the activities in this report are exempt from California Environmental Quality Act (CEQA) review because it can be seen with certainty that no significant effects could occur as a result of implementation (CEQA Guidelines section 15061(b)(3)).

Sustainability: Not applicable.

Commission/Committee Action: Not applicable.

Financial Considerations: With Council approval to receive \$897,219 from Sacramento Steps Forward, the funding will become available (Operating Grants, Fund 2702) in the CoC HHAP Youth Funding Project (G23000100) to support the ongoing operation of shelters designed to serve TAY.

Local Business Enterprise (LBE): Not applicable.

RESOLUTION NO. 2026-XXXX

Adopted by the Sacramento City Council

July 21, 2026

Receive and Administer Homeless Housing Assistance Prevention Round 4 and 5 (HHAP-4 and HHAP-5) Funds for Transitional Age Youth Sheltering.

BACKGROUND

- A. Homelessness is an issue that impacts communities without regard to geographic or political boundaries and for which there is no single answer or approach. Shelters play a significant role in addressing homelessness and as such it is necessary to create a systemic approach to addressing homelessness which includes low to no barrier crisis shelters. The City of Sacramento recognizes the important role that such shelters play in helping move people out of homelessness and into permanent housing.
- B. According to the 2026 Sacramento PIT Count report, the County of Sacramento had an estimated homeless population of 7,458, including 218 Transitional Age Youth. The PIT count showed that 346 TAY individuals were sheltered in 2026, a 32% increase since 2024.
- C. The Homeless Housing, Assistance and Prevention Program (HHAP) was signed into law by Governor Gavin Newsom on July 31, 2019. Authorized by Assembly Bill 101 (Chapter 159, Statutes of 2019), HHAP is designed to provide jurisdictions with one-time grant funding to support regional coordination and expand or develop local capacity to address immediate homelessness challenges.
- D. On November 2022, the City submitted an application for HHAP-4 funds in the amount of \$24,791,417. On February 7, 2023, the City Council adopted Resolution No. 2023-0036, which authorized the City Manager, or the City Manager's designee, to accept the state allocation of \$24,791,417 in grant funds. The City received the first disbursement of HHAP-4 funds in August 2023. The HHAP-4 funding allocation specifically for youth sheltering is 10% of the awarded HHAP-4 funds, or \$2,479,142.
- E. On March 12, 2024 the Sacramento City Council adopted Resolution No. 2024-0070, authorizing the City Manager or the City Manager's designee to apply for and receive HHAP-5 funding from the State of California ("State").
- F. The City has collaborated with Sacramento Steps Forward (SSF), the local Homeless Continuum of Care (CoC) Lead Agency, as part of the collaborative approach to utilize the combined City and CoC allocations of HHAP-1 under Memorandum of Understanding (MOU) No. 2020-0366, HHAP-2 under MOU No. 2022-1212, and HHAP-3 funding under MOU No. 2024-0112 for Transitional Age Youth programming. City and SSF staff wish to continue this collaborative approach to receive and administer the

CoC's HHAP-4 and HHAP-5 funding for Transitional Age Youth shelters.

- G. On March 17, 2026, City Council adopted resolution 2026-0072 authorizing the first amendment of MOU No. 2024-0112 to receive \$300,000 of CoC HHAP-3 funds (Amendment No. 1) to support the operation of shelters serving Transitional Age Youth (TAY) between the ages of 18 and 24.
- H. The City's Department of Community Response (DCR) seeks to amend MOU No. 2024-0112 to receive and administer an additional amount of \$363,000 in HHAP-4 funds (Amendment No. 2) and MOU No. 2025-4629 to receive and administer an additional amount of \$534,219 in HHAP-5 funding (Amendment No. 1) to support the operation of shelters designed to serve Transitional Aged Youth (TAY).

**BASED ON THE
FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES
AS FOLLOWS:**

- Section 1. The City Manager or designee is authorized to execute Amendment No. 2 to the Homeless Housing Assistance Prevention Program Round 4 (HHAP-4) Funds Transfer Memorandum of Understanding with Sacramento Steps Forward (No. 2025-4629) to receive and administer an additional amount of \$363,000, for a new not-to-exceed amount of \$1,596,309, attached (Exhibit A).
- Section 2. The City Manager or the designee is authorized to execute Amendment No. 1 to the Homeless Housing Assistance Prevention Program Round 5 (HHAP-5) Funds Transfer Memorandum of Understanding with Sacramento Steps Forward (No. 2024-0112) to receive and administer an additional amount of \$534,219, for a new not-to-exceed amount of \$1,868,817.79. attached (Exhibit B).
- Section 3. The City Manager, or the City Manager's designee, is authorized to increase revenue and expenditure budgets in the CoC HHAP Youth Funding Project (G23000100) by \$897,219 (Operating Grants, Fund 2702).
- Section 4. The City Manager is authorized to make minor changes or adjustments to Exhibits A and B to correct omissions and errors.
- Section 5. Exhibits A and B are part of this Resolution.

Table of Exhibits:

Exhibit A: Amendment No. 2 to Funds Transfer Memorandum of Understanding for HHAP-4

Exhibit B: Amendment No. 1 to Funds Transfer Memorandum of Understanding for HHAP-5

Contract Routing Sheet

☐ **Payment / Performance Bond Only**

General Routing Information

Department: Community Response Department 

Contract Coordinator: Shannon Cooper Email: scooper@cityofsacramento.org

Effective Date: 07/21/2026 Expiration Date: 11/30/2026

Grant/Project Name: Sacramento Steps Forward

Other Party: CoC HHAP Youth Funding

Original Not to Exceed Amount: \$ 2,365,619.16

Assessor's Parcel Number(s): _____

Project Number: G23000100 Bid/RFQ/RFP#: _____

Supplements/Addendums/Change Orders ☒

Adjusted Amount of this Change (+/-): \$ 363,000.00 New Not to Exceed Amount: \$ 2,728,619.16

Change In Scope: Yes 

Original Contract Number: 2024-0112 Supplement Number: 02

Council Approval ☐

Original Meeting Date: 02/06/2024 Council File ID: 2023-0125

Supplement Meeting Date: 07/21/2026 Council File ID: 2026-01203

Processing Information

- | | |
|---|--|
| ☐ Clerk's Office to Mail for Recording | ☐ Return to Dept for Recording |
| ☐ Return to Dept for Other Party Signature | ☐ Construction Related |
| ☐ Real Estate | ☐ Additional Originals Attached – Return to Dept. |

Add notes/instructions, including any other contract or council file ID numbers related to this agreement:

Signing Authority - Department Directors up to \$100K; \$100K - \$250K City Manager or Assistant City Manager; \$250K+ Council Approval & Council Appointee or designee.

Department Review and Routing

AB 339 Review Confirmation (if needed) _____

Sign _____

Sign Rodolfo Davidson Division Manager

Sign _____

Sign Janet Beckstrom Support Services Manager

Sign _____

CONTRACT #: 2024-0112-02
CONTRACT NAME: CoC HHAP Youth Funding
AGREEMENT TERM: 07/21/2026-11/30/2026
AUTHORIZED RENEWALS:
DEPARTMENT/DIVISION: Community Response/Homeless Services

PROJECT: G23000100
NOT-TO-EXCEED AMOUNT: \$2,728,619.16
SOLICITATION:
LBE (Y/N):
COUNCIL FILE ID: 2026-01203

AMENDMENT NO. 2 TO HHAP-3 & HHAP-4 FUNDS MEMORANDUM OF UNDERSTANDING

The City of Sacramento ("City") and Sacramento Steps Forward ("SSF"), as parties to that certain Homeless Housing, Assistance, and Prevention Program HHAP-3 & HHAP-4 Funds Transfer Memorandum of Understanding designated as Agreement Number **2024-0112**, including any and all prior amendments modifying the Agreement (the Agreement and all amendments are hereafter collectively referred to as the "Agreement"), hereby amend the Agreement as follows:

1. In addition to the \$2,365,619.16 of HHAP-3 and HHAP-4 funds previously disbursed on January 15, 2024 and March 28, 2026, to the City pursuant to the Agreement, SSF agrees to disburse to the City an additional sum not to exceed \$363,000 of HHAP-4 funds within 14 days of the execution of this amendment to the Agreement. Section 2 (Disbursement of Funds) is revised to read as follows:

"SSF shall disburse to the City a sum not to exceed \$2,728,619.16 on or before August 21, 2026. The fund disbursed by SSF under this Agreement are referred to as 'SSF Youth Shelters HHAP-4 funds.'"
2. SSF warrants and represents that the person or persons executing this amendment on behalf of SSF has or have been duly authorized by SSF to sign this amendment and bind SSF to the terms hereof.
3. Except as specifically revised herein, all terms and conditions of the Agreement shall remain in full force and effect, and Grantee shall perform all of the services, duties, obligations and conditions required under the Agreement, as supplemented and modified by this supplemental grant agreement.

[SIGNATURES ON FOLLOWING PAGE]

SUPPLEMENTAL CONTRACT

Approval Recommended By:

Brian Pedro , Director, DCR, City of Sacramento

Approved By:

Trent Simmons, Interim Chief Executive Officer,
Sacramento Steps Forward

Approved By:

Ryan Moore, Assistant City Manager, City of Sacramento

Approved As To Form By:

Audreyell Anderson-White (Jul 14, 2026 11:37:09 PDT)

Audreyell Anderson-White, Deputy
City Attorney

Attest:

City Clerk

Contract Routing Sheet

☐ **Payment / Performance Bond Only**

General Routing Information

Department: Community Response Department 

Contract Coordinator: Shannon Cooper Email: scooper@cityofsacramento.org

Effective Date: 07/21/2026 Expiration Date: 11/30/2026

Grant/Project Name: CoC HHAP Youth Funding

Other Party: Sacramento Steps Forward

Original Not to Exceed Amount: \$ 1,334,598.79

Assessor's Parcel Number(s): _____

Project Number: G23000100 Bid/RFQ/RFP#: _____

Supplements/Addendums/Change Orders ☒

Adjusted Amount of this Change (+/-): \$ 534,219.00 New Not to Exceed Amount: \$ 1,868,817.79

Change In Scope: Yes 

Original Contract Number: 2025-4629 Supplement Number: 01

Council Approval ☐

Original Meeting Date: 10/21/2025 Council File ID: 2025-01540

Supplement Meeting Date: 07/21/2026 Council File ID: 2026-01203

Processing Information

- | | |
|---|--|
| ☐ Clerk's Office to Mail for Recording | ☐ Return to Dept for Recording |
| ☐ Return to Dept for Other Party Signature | ☐ Construction Related |
| ☐ Real Estate | ☐ Additional Originals Attached – Return to Dept. |

Add notes/instructions, including any other contract or council file ID numbers related to this agreement:

Signing Authority - Department Directors up to \$100K; \$100K - \$250K City Manager or Assistant City Manager; \$250K+ Council Approval & Council Appointee or designee.

Department Review and Routing

AB 339 Review Confirmation (if needed) _____

Sign _____

Sign Rodolfo Davidson Division Manager

Sign _____

Sign  Support Services Manager
Janet Beckstrom (Jul 10, 2026 12:08:21 PDT)

Sign _____

CONTRACT #: 2025-4629-01
CONTRACT NAME: CoC HHAP Youth Funding
AGREEMENT TERM: 07/21/2026-11/30/2026
AUTHORIZED RENEWALS: N/A
DEPARTMENT/DIVISION: Community Response/Homeless Services

PROJECT: G23000100
NOT-TO-EXCEED AMOUNT: \$1,868,817.79
SOLICITATION: N/A
LBE (Y/N): N
COUNCIL FILE ID: 2026-01203

AMENDMENT NO. 1 TO HHAP-5 FUNDS TRANSFER MEMORANDUM OF UNDERSTANDING

The City of Sacramento ("City") and Sacramento Steps Forward ("SSF"), as parties to that certain Homeless Housing, Assistance, and Prevention Program HHAP-5 Funds Transfer Memorandum of Understanding designated as Agreement Number **2025-4629**, including any and all prior amendments modifying the Agreement (the Agreement and all amendments are hereafter collectively referred to as the "Agreement"), hereby amend the Agreement as follows:

1. In addition to the \$1,334,598.79 of HHAP-5 funds previously disbursed on November 12, 2025, to the City pursuant to the Agreement, SSF will disburse to the City an additional sum not to exceed \$534,219 of HHAP-5 funds within 14 days of the execution of this amendment to the Agreement. As such, section 2 (Disbursement of Funds) of the Agreement is revised to read as follows:

"SSF shall disburse to the City a sum not to exceed \$1,868,817.79 on or before August 21, 2026. The funds disbursed by SSF under this Agreement are referred to as 'SSF Youth Shelters HHAP-5 funds.'"
2. SSF warrants and represents that the person or persons executing this amendment on behalf of SSF has or have been duly authorized by SSF to sign this amendment and bind SSF to the terms hereof.
4. Except as specifically revised herein, all terms and conditions of the Agreement shall remain in full force and effect, and the Parties shall perform all of the services, duties, obligations and conditions required under the Agreement, as supplemented and modified by this amendment.

[SIGNATURES ON FOLLOWING PAGE]

SUPPLEMENTAL CONTRACT

Approval Recommended By:

Brian Pedro , Director, DCR, City of Sacramento

Approved By:



Trent Simmons, Interim Chief Executive Officer,
Sacramento Steps Forward

Approved By:

Ryan Moore, Assistant City Manager, City of Sacramento

Approved As To Form By:


Audreyell Anderson-White (Jul 15, 2026 09:35:53 PDT)

Audreyell Anderson-White,
Senior Deputy City Attorney

Attest:

City Clerk