

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: August 3, 2022

CAO File No. 0220-00540-1615

Council File No. 19-0638

Council District: Citywide

To: The Mayor
The Council

From: *for* Matthew W. Szabo, City Administrative Officer 

Reference: Los Angeles Housing Department transmittal dated July 7, 2022; Received by the City Administrative Officer on July 11, 2022; Additional Information Received through July 26, 2022

Subject: **LOS ANGELES HOUSING DEPARTMENT REQUEST FOR AUTHORITY TO EXTEND THE TRAINING GRANT AGREEMENT WITH THE CALIFORNIA COMMUNITY FOUNDATION**

RECOMMENDATIONS

That the Council, subject to approval of the Mayor, authorize the General Manager of the Los Angeles Housing Department (LAHD), or designee, to:

1. Amend the grant agreement with the California Community Foundation, to retroactively extend the term of the agreement by 18 months, for a new end date of June 30, 2023, and update the accomplishments under the grant, in substantial conformance with the amended agreement attached to this report; and,
2. Implement and carry out the remaining portion of the training plan, as amended in Table 2 of the Los Angeles Housing Department transmittal dated July 7, 2022.

SUMMARY

The Los Angeles Housing Department (LAHD) requests authority to amend the \$30,000 grant agreement with the California Community Foundation (CCF) to: 1) retroactively extend the term of the training grant agreement by 18 months, for a revised end date of June 30, 2023, and 2) update the grant accomplishments related to the grant. The LAHD also requests authority to carry out the remaining portion of the training plan, as amended in Table 2 of the LAHD transmittal dated July 7, 2022 (Report).

On September 9, 2019, the Mayor and Council authorized the LAHD to accept the CCF grant award in the amount of \$30,000 to implement a training plan for the LAHD's Housing Development Bureau (HDB) staff with an original end date of June 30, 2020. On December 15, 2020, the Mayor and

Council authorized the LAHD to do the following: 1) extend the term of the grant agreement with the CCF by 18 months to December 31, 2021; 2) update grant accomplishments to require LAHD to assist CCF's to-be-determined contractor in the development of a training program for LAHD's HDB staff; and, 3) revise the grant-funded training plan. The LAHD now requests authority to extend the term for an additional 18 months for a revised end date of June 30, 2023 and revise the training development grant accomplishment language to include the names of the CCF contractors.

Since the Mayor and Council's approval of the training grant, LAHD completed five trainings for HDB staff. The LAHD notes that as a result of the COVID-19 pandemic, trainings that were previously selected under the training grant no longer met the bureau-wide need due to the change in the work environment. The LAHD reassessed the previous types of training, which took into consideration the increased levels of telecommuting staff, and proposed an amended training plan to address the bureau-wide need for skill identification, team building, and updated management methods. The CCF agreed to this change. Additional information regarding the training plan financed by the CCF grant can be found in the LAHD Report.

The CCF grant agreement requires that the LAHD prepare and submit a report to the CCF by June 30, 2023 on the achievement of two objectives: 1) implementing the grant-funded training program; and, 2) assisting CCF training contractors in the development of affordable housing development and finance trainings for LAHD HDB staff. Subsequent to the release of its Report, the LAHD provided a revised copy of the draft grant agreement to reflect the June 30, 2023 end date, which is attached to this report for Council's consideration. This Office concurs with the recommendations of the Department, as amended, to include the revised attachment.

FISCAL IMPACT STATEMENT

There is no impact to the General Fund. The training plan is funded by the California Community Foundation grant funds.

FINANCIAL POLICIES STATEMENT

The recommendations in this report comply with the City's Financial Policies.

MWS:ALA:02230005C

Attachment



GRANT AGREEMENT- AMENDED

Date Revised: July 26, 2022 City of

Los Angeles

Grant Number: BA-19-155473

This grant cover sheet has been amended to reflect the approved modifications to your payment and/or reporting schedule; all other conditions of your grant remain the same as in the originally approved grant agreement. The modifications are indicated in **yellow**. To acknowledge and accept this modification, please return a signed original of this amended grant agreement, and maintain a copy in your records.

Total Intended Amount of Grant: \$30,000.00

Grant Purpose: One-year project support for the City of Los Angeles Housing Department (LAHD) to onboard and train staff to accelerate affordable and permanent supportive housing development.

Start Date: 7/1/2019

End Date: **June 30, 2023** (from December 31, 2021)

Reporting Requirements

Reporting Type	Report Due Date
Report #1	June 30, 2023

Objectives

1. **Continue to implement** training programs that will deepen LAHD staff knowledge and skills, per the revised training plan provided to the California Community Foundation (CCF) on December 31, 2021, and memorialized as per the LAHD report under City Council File 19-0638, dated .
2. **Assist in the development of a training program for the Housing Development Bureau of the Los Angeles Housing Department (LAHD), working with LeSar Development Consultants and The National Development Council, the California Community Foundation (CCF) contractors selected from a Request for Proposals. The contracts with the noted contractors will be procured and funded separately by CCF. LAHD will provide input regarding the final curriculum for the series of affordable housing development and finance trainings.**

Outcomes

N/A

Special Conditions

N/A

Foundation Officer for this Grant

FOR THE GRANTEE:

Date

Signature of Authorized Representative

Print Name

Print Title

FOR THE CALIFORNIA COMMUNITY FOUNDATION:

Date