

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF FINANCIAL ASSISTANCE**

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April 22, 2020

MEMORANDUM FOR: All Potential Applicants

FROM: 
Jennifer Seeger, Acting Deputy Director
Division of Financial Assistance

SUBJECT: **Pet Assistance and Support Program
2019 Notice of Funding Availability**

The California Department of Housing and Community Development (Department) is issuing this memo as a supplement to the Pet Assistance and Support (PAS) Program Notice of Funding Availability (NOFA) dated December 31, 2019. This memo allows for the partial award of funds for applications that passed threshold requirements, if the program is oversubscribed. This includes reducing awards for multiple funding requests if there is a tie based on time of receipt.

The PAS NOFA makes funding available noncompetitively to homeless shelters in order of receipt of application. The PAS program is oversubscribed; therefore, a remedy is needed for funding of awards. This memo serves to address the partial funding of awards on applications received, which resulted in a tie breaker. HCD received 16 applications early and 12 additional applications arrived in a batch delivery on March 2, 2020. Additional applications arrived after all of the funds were allocated.

Section II (c) of the December 31, 2019 NOFA is hereby amended to include the following language: If the PAS program is oversubscribed, funds will be awarded based on the date and time stamp of receipt. If applications are received with the same date stamp and there are insufficient funds available to fund all projects, the Department will make awards based on remaining funds available and in order of the time the application was received. Applications received at the same time will be reduced equally, but to an award amount not below \$100,000.

If you have any questions, please contact Ricki Hammett at (916) 263-3185 or Ricki.Hammett@hcd.ca.gov.