

MHSA HOUSING LOAN PROGRAM
ONGOING ANNUAL MHSA FUND RELEASE AUTHORIZATION FOR FUTURE
UNEUNCUMBERED FUNDS

City/County: _____

Until otherwise directed by City/County, and pursuant to Welfare and Institutions Code (W&I) Section 5892.5, City/County hereby request the annual release of MHSA funds in City/County's CalHFA MHSA account ("Account"). Said Account may include deposits of unencumbered MHSA Housing funds, MHSA residual receipt loan payments, and accrued interest (collectively referred to as "Funds"). As of May 1st of each calendar year, please:

- ☐ **Release and return all Funds to the City/County; OR**
- ☐ **Release and assign all Funds to the CalHFA administered Local Government Special Needs Housing Program.**

On behalf of the City/County listed above, I hereby certify the following:

The City/County will use any released MHSA Funds returned to the City/County to provide housing assistance to the target populations identified in W&I Section 5600.3. Housing assistance means rental assistance or capitalized operating subsidies; security deposits, utility deposits, or other move-in cost assistance; utility payments; moving cost assistance; and capital funding to build or rehabilitate housing for homeless, mentally ill persons or mentally ill persons who are at risk of being homeless; and

The City/County will administer released and returned MHSA Funds in compliance with the requirements of the MHSA including, but not limited to, the following:

- The City/County will follow the stakeholder process identified in (W&I Section 5848), when determining the use of the funds;
- The City/County will include the use of the funds in the County's Three-Year Program and Expenditure Plan or Annual Update, (W&I Section 5847);
- The City/County will account for the expenditure of those MHSA Funds in the City/County's Annual Revenue and Expenditure Report (W&I Section 5899) Reporting will begin in the fiscal year when the MHSA Housing Program funds are returned to the City/County by CalHFA; and
- The City/County will expend the returned funds within three years of receipt or the funds will be subject to reversion. (W&I Section 5892 (h)).

By: _____ Date: _____

Name: _____ Title: _____

**MHSA HOUSING LOAN PROGRAM
ONGOING ANNUAL MHSA FUND RELEASE AUTHORIZATION FOR FUTURE
UNEUNCUMBERED FUNDS**

Make check payable to (if applicable): _____

Address: _____

Must attach evidence of City/County Board of Supervisors Approval

State of California Use Only:

REVIEWED BY:

**Department of Health Care Services
Agency**

California Housing Finance

Signature Date

Signature Date

Name

Name

Title

Title

MHSA HOUSING LOAN PROGRAM
FUND RELEASE AUTHORIZATION FOR EXISTING UNENCUMBERED FUNDS

City/County: _____

Pursuant to Welfare and Institutions Code (W&I) Section 5892.5, City/County hereby request the release of Program unencumbered funds on deposit with CalHFA as of **May 31, 2016**, ("Funds") as follows:

- ☐ **Release and transfer the percent of Funds reflected on Attachment C to the designated MHSA Project COSR's administered by CalHFA; AND/OR**
- ☐ **Release and return \$_____ or the **balance** of Funds to the City/County; AND/OR**
- ☐ **Release and assign the balance of Funds to the CalHFA administered Local Government Special Needs Housing Program ("SNHP").**

On behalf of the City/County listed above, I, hereby certify the following:

The City/County will use any released Funds returned to the City/County to provide housing assistance to the target populations identified in W&I Section 5600.3. Housing assistance means rental assistance or capitalized operating subsidies; security deposits, utility deposits, or other move-in cost assistance; utility payments; moving cost assistance; and capital funding to build or rehabilitate housing for homeless, mentally ill persons or mentally ill persons who are at risk of being homeless..

The City/County will administer released and returned MHSA Funds in compliance with the requirements of the MHSA including, but not limited to, the following:

- The City/County will follow the stakeholder process identified in W&I Section 5848, when determining the use of the funds;
- The City/County will include the use of the funds in the County's Three-Year Program and Expenditure Plan or Annual Update, per W&I Section 5847;
- The City/County will account for the expenditure of those MHSA Funds in the City/County's Annual Revenue and Expenditure Report (W&I Section 5899). Reporting will begin in the fiscal year when the MHSA Housing Program funds are returned to the City/County by CalHFA; and
- The City/County will expend funds within three years of receipt or the funds will be subject to reversion (W&I Section 5892 (h)).

**MHSA HOUSING LOAN PROGRAM
FUND RELEASE AUTHORIZATION FOR EXISTING UNENCUMBERED FUNDS**

By: _____ Date: _____

Name: _____ Title: _____

Make check payable to (if applicable): _____

Address: _____

**Must attach evidence of City/County Board of Supervisors Approval
Must attach Summary of Projects and COSR deposits (if applicable)
(Attachment C)**

State of California Use Only:

REVIEWED BY:

**Department of Health Care Services
Agency**

California Housing Finance

Signature Date

Signature Date

Name

Name

Title

Title