

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

651 Bannan Street, Suite 800  
Sacramento, CA 95811  
(916) 263-2771  
[www.hcd.ca.gov](http://www.hcd.ca.gov)



July 30, 2024

Armando G. Villa, City Manager  
City of Menifee  
29844 Haun Road  
Menifee, CA 92586

Dear Armando G. Villa:

**RE: Conditional Award Commitment and Acceptance of Terms and Conditions  
Permanent Local Housing Assistance, Round 4, Notice of Funding Availability, Fiscal  
Year 2023/2024  
City of Menifee - City of Menifee  
Contract No. 20-PLHA-15551**

The California Department of Housing and Community Development (“**Department**” or “**HCD**”) issued a Permanent Local Housing Assistance (PLHA), Round 4, Notice of Funding Availability on December 29, 2023. The Department is now pleased to inform you of this conditional award to City of Menifee “**Awardee**”. This conditional award is a grant in the amount of \$646,059 (the “**Conditional Award**”) for the above-referenced project (the “**Project**”) and includes the following activity/activities awarded:

- Homebuyer Assistance
- Five Percent (5%) Administrative Costs

The Conditional Award is based on and subject to the Applicant Representations and the Terms and Conditions of Conditional Award, both as further specified and described in this notice of the Conditional Award (the “**Conditional Award Commitment**”). This Conditional Award may only be accepted by timely delivery of a fully executed Acceptance of Terms and Conditions of Conditional Award form to the Department (an executed copy of this form is enclosed herein).

**I. Applicant Representations – Basis of Conditional Award**

In response to the above-mentioned NOFA, the Awardee(s) submitted an application for grant funding of the Project (that application, and all communications and documentation submitted to the Department in support thereof, the “**Application**”).

The Department is making this Conditional Award to the Awardee(s) on the basis of, and in reliance upon, the representations, warranties, projections, and descriptions that the Awardee(s) submitted as part of the Application (the “**Applicant Representations**”).

The Department may rescind this Conditional Award if the Department discovers, at any time prior to disbursement of the Conditional Award, that the Applicant Representations

included material misrepresentations or omissions, regardless of whether or not such misrepresentations or omissions were innocent, unintentional, and/or based upon belief.

## **II. Terms and Conditions of Conditional Award**

TIME IS OF THE ESSENCE IN THE SATISFACTION OF THESE TERMS AND CONDITIONS OF CONDITIONAL AWARD.

The Department may rescind this Conditional Award if any of the terms and conditions enumerated in this Section II (the “**Terms and Conditions of Conditional Award**”) are not timely satisfied. The Terms and Conditions of this Conditional Award and their corresponding timelines are described below.

If the Terms and Conditions of this Conditional Award are timely satisfied, the Department will **(i)** promptly provide a written notification to the Awardee via electronic mail; and **(ii)** circulate an executed copy of an STD 213, Standard Agreement, for all appropriate signatures and approvals in accordance with the timeline specified in Section III of this Conditional Award Commitment.

All timelines shall be calculated in calendar days. Any deadline falling on a weekend or State of California holiday shall be extended to the next business day.

### **A. Timely Execution of Acceptance of Terms and Conditions of Conditional Award Form**

The Awardee shall execute and deliver a copy of the enclosed Acceptance of Terms and Conditions of Conditional Award to the Department within ten (10) calendar days of the date of this Conditional Award Commitment. The Department will deem this condition to be unsatisfied if it receives an executed Acceptance of Terms and Conditions of Conditional Award that has been substantively modified, altered, or amended in any way. The signed Acceptance of Terms and Conditions of Conditional Award form must be submitted to [PLHA@hcd.ca.gov](mailto:PLHA@hcd.ca.gov).

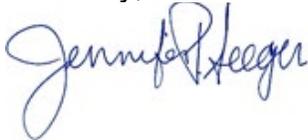
## **III. Delivery of Standard Agreement**

In an effort to be responsive to each Awardee’s closing needs and to ensure timely commitment of funds, the Department commits to delivering an executed copy of the Standard Agreement relative to this Conditional Award within ninety (90) calendar days of receiving all required documents, including all legally sufficient Authorization and Organizational Documents, in connection with this Project and as applicable.

Permanent Local Housing Assistance, NOFA, Round 4, Conditional Award Commitment  
City of Menifee - *City of Menifee*  
Contract No. 20-PLHA-15551  
July 30, 2024  
Page 3

Congratulations on your successful application. For further information, please contact Kelsey Barraza, PLHA Program Manager, Program Design and Implementation Branch, at (916) 820-1287 or [Kelsey.Barraza@hcd.ca.gov](mailto:Kelsey.Barraza@hcd.ca.gov).

Sincerely,

A handwritten signature in blue ink that reads "Jennifer Seeger". The signature is written in a cursive style with a large initial "J".

Jennifer Seeger  
Deputy Director  
Division of State Financial Assistance

Enclosure: Acceptance of Terms and Conditions of Conditional Award form