



TOMÁS J. ARAGÓN, MD, DrPH  
 Director and State Public Health Officer

State of California—Health and Human Services Agency  
 California Department of Public Health



GAVIN NEWSOM  
 Governor

**Exhibit A**  
 Letter of Award

[Date]

[Project Sponsor  
 Organization and  
 Address]

Dear [recipient name],

The California Department of Public Health (CDPH), Office of AIDS (OA) is pleased to announce the intent to award funds to [Project Sponsor organization] for the Housing Opportunities for Persons With AIDS (HOPWA) program.

The goals of OA are: (1) to minimize new HIV infections; (2) to maximize the number of people with HIV who access appropriate care, treatment, support, and (3) reduce HIV/AIDS-related health disparities. To support these goals, OA utilizes U.S. Department of Housing and Urban Development (HUD) funds to administer the HOPWA program to provide housing assistance and supportive services to meet the needs of persons living with HIV (PLWH) who are homeless or at risk of becoming homeless. The goal of the HOPWA program is to assist PLWH in maintaining housing stability and to improve their access to HIV care, treatment, and support.

As the designated State of California HOPWA grantee, OA allocates funds to local government and nonprofit organizations to undertake HOPWA activities that meet the most urgent needs of PLWH not being met by other available public and private resources.

These funds will be available to [Project Sponsor organization] annually from July 1, 2023 through June 30, 2028. The funding amount is allocated through a non-competitive formula. Your maximum amount for the five-year grant period is \$\_\_\_\_\_ for the purpose of serving persons living with HIV in [county name(s)].

Please see the Allocation Table:

FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total
\$	\$	\$	\$	\$	\$



This agreement is valid and enforceable only if sufficient funds are made available to the State by the United States Government for the fiscal years covered by the term of this Agreement. In addition, this Agreement is subject to any additional restrictions, limitations, or conditions enacted by the Congress or any statute enacted by the Congress which may affect the provisions, terms, or funding of this Agreement in any manner. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Grantee to reflect the reduced amount.

The funds must be used to provide allowable services under HOPWA. For guidance, please see the [Scope of Work](https://www.cdph.ca.gov/Programs/CID/DOA/CDPH/Document%20Library/HOPWA_Scope_of_Work_2023_Final_ADA.pdf) (https://www.cdph.ca.gov/Programs/CID/DOA/CDPH Document Library/HOPWA\_Scope\_of\_Work\_2023\_Final\_ADA.pdf). All Grantees must adhere to the Scope of Work, and any subsequent revisions, along with all instructions, policy memorandums, or directives issued by OA. OA will make any changes and/or additions to these guidelines in writing and, whenever possible, notification of such changes shall be made 30 days prior to implementation.

In order to apply for these funds, you must return the required budget documents by **May 22, 2023**. The [documents should be e-mailed](mailto:hopwarfa@cdph.ca.gov) to hopwarfa@cdph.ca.gov and cc' Abigail West at abigail.west@cdph.ca.gov. Please note that no funds are secured until the contract is fully executed.

If you have any questions, please [contact me](mailto:chris.kent@cdph.ca.gov) at (916) 449-5958 or chris.kent@cdph.ca.gov.

Sincerely,



Christopher Kent, MA  
Chief, Care Housing Unit  
Office of AIDS, California Department of Public Health