



Critical Dates for FY 2024/25 City of Pleasanton Housing and Human Services Grant (HHSG) Program

FY 2024/25 Application Cycle	
Application Released via ZoomGrants	Friday, December 1, 2023
VIRTUAL Grant Application Workshop via Zoom	Wednesday, December 6, 2023 10am – 12pm
Application Deadline via ZoomGrants	Friday, January 19, 2024 @ 11:59pm
Civic Arts Commission	Monday, March 4, 2024, 7:00pm
Human Services Commission (HSC) review (<i>attendance is mandatory</i>)	Wednesday, March 6, 2024, 6:00pm
Youth Commission	Wednesday, March 13, 2023, 6:00pm
Housing Commission (HC) review (<i>for housing-related applications</i>)	Thursday, March 21, 2024, 7:00 pm
City Council review of <i>HHSG and Community Grant Program</i> recommendations <u>and</u> Public Hearing for FY 2024/25 CDBG Action Plan	April 16, 2024, 7:00 pm

FY 2024/25 Timeline and Subrecipient Report Deadlines	
Beginning of Fiscal Year	July 1, 2024
Agencies must have at least one invoice submitted by this date	December 31, 2024
First Semi-Annual Report due	January 15, 2025
Semi Annual Labor Standards Report due for 10/1/24 to 3/31/25	April 15, 2025
Equipment Report due (<i>if applicable</i>)	June 30, 2025
Monitoring Visits for FY24/25 Projects	July 2024 – June 2025
Last day to submit invoices for FY24/25	TBD by City's Finance Dept. (estimated July 15, 2025)
Second Semi-Annual / CAPER Reports due	July 15, 2025
MBE/WBE & Section 3 Reports due	July 15, 2025
Semi Annual Labor Standards Report due for 4/1/25 to 9/30/25	October 15, 2025

Semi-Annual Labor Standards Report – *applies to capital projects only*

CAPER – Consolidated Annual Performance & Evaluation Report

MBE/WBE – Minority Business Enterprise/Women Business Enterprises (*applies to contracts \$10,000+*)

Section 3 Report – *applies to contracts of \$100,000+*