File No. 120566 Board Item No. 34

COMMITTEE/BOARD OF SUPERVISORS

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Board of Supervisors Meeting **Date: June 5, 2012**

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☐	☐	**Public Correspondence**

OTHER:

Completed by: Dena Braley **Date: May 30, 2012**

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.

Print Form

Introduction Form

By a Member of the Board of Supervisors or the Mayor

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

☐ 1. For reference to Committee: _____
An ordinance, resolution, motion, or charter amendment.

☒ 2. Request for next printed agenda without reference to Committee.

☐ 3. Request for hearing on a subject matter at Committee: _____

☐ 4. Request for letter beginning "Supervisor _____ inquires"

☐ 5. City Attorney request.

☐ 6. Call File No. _____ from Committee.

☐ 7. Budget Analyst request (attach written motion).

☐ 8. Substitute Legislation File No. _____

☐ 9. Request for Closed Session (attach written motion).

☐ 10. Board to Sit as A Committee of the Whole.

☐ 11. Question(s) submitted for Mayoral Appearance before the BOS on _____

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

☐ Small Business Commission ☐ Youth Commission ☐ Ethics Commission

☐ Planning Commission ☐ Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use a different form.

Sponsor(s):

Supervisor Carmen Chu

Subject:

Accept and Expend Resolution of $25,000 from Koret Foundation to Arts Commission for ArtCare Program

The text is listed below or attached:

Signature of Sponsoring Supervisor: _____

For Clerk's Use Only:

120566

SAN FRANCISCO ARTS COMMISSION

EDWIN M. LEE
MAYOR

TOM DECAIGNY
DIRECTOR OF
CULTURAL AFFAIRS

PROGRAMS

CIVIC ART COLLECTION
CIVIC DESIGN REVIEW
COMMUNITY ARTS
& EDUCATION
CULTURAL EQUITY GRANTS
PUBLIC ART
STREET ARTISTS LICENSES

ARTS COMMISSION GALLERY
401 VAN NESS AVENUE
415.554.6080

WWW.SFARTSCOMMISSION.ORG

ARTSCOMMISSION@SFGOV.ORG

TO: Angela Calvillo, Clerk of the Board of Supervisors

FROM: Tom DeCaigny, Director of Cultural Affairs

DATE: April 20, 2012

SUBJECT: Accept & Expend Resolution for Koret Foundation Grant

GRANT TITLE: Koret Foundation Grant for ArtCare

Attached please find the original and 4 copies of each of the following:

X Proposed grant resolution; original signed by Department, Mayor, Controller

x Grant information form, including disability checklist

x Grant budget

___ Grant application (this was an unsolicited grant award; no application Submitted)

x Grant award letter from funding agency

___ Other (Explain):

Special Timeline Requirements:

The grant period is May 24, 2011-December 30, 2011.

Departmental representative to receive a copy of the adopted resolution:

Name: Rachelle Axel **Phone:** 415.252.2564

Interoffice Mail Address: 25 Van Ness Avenue, Suite 345

Certified copy required Yes ☐ No ☒

(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient).

CITY AND COUNTY OF
SAN FRANCISCO

[Accept and Expend Grant - Koret Foundation Grant - $25,000]

Resolution authorizing the San Francisco Arts Commission to retroactively accept and expend a grant in the amount of $25,000 from the Koret Foundation for the ArtCare Program.

WHEREAS, The 1969 Art Enrichment Ordinance was adopted so that up to two percent of every San Francisco public works project budget be allocated to the commissioning or acquisition of artwork for that site-specific project; and

WHEREAS, The Civic Art Collection now has 4,000 objects worth approximately $93,000,000; and

WHEREAS, The Civic Art Collection includes 19th century historic monuments, 40-year-old contemporary sculptures in every medium, paintings, fiber art, murals, jewelry, ceramics and ephemera, located throughout San Francisco and at SFO; and

WHEREAS, An inadequate amount of Capital Funds are allocated to the maintenance, repair and restoration of the artworks that comprise the Civic Art Collection; and

WHEREAS, If these artworks are not maintained the City will permanently lose these assets; and

WHEREAS, The Arts Commission launched ArtCare in spring 2010, a public-private partnership to raise individual and philanthropic dollars to create a pool of funds for the maintenance, repair and restoration of the aging Civic Art Collection; and

WHEREAS, The Arts Commission proposes to maximize use of available grant funds on program expenditures by not including indirect costs in the grant budget; now, therefore be it

RESOLVED, That the Board of Supervisors hereby waives inclusion of indirect costs in the grant budget; and, be it

FURTHER RESOLVED, That the Board of Supervisors allows for retroactively accepting and expending this awarded Koret Foundation grant to the Arts Commission, with a grant cycle of May 24, 2011 - December 30, 2011; and, be it

FURTHER RESOLVED, That the Arts Commission's request, which has been funded and involves no ASO amendments, be carried out in accordance with all grant requirements and may be spent and reported upon accordingly.

Recommended: _____

Department Head: Tom DeCaigny, Interim Director of Cultural Affairs

Approved: _____
for
Controller

Approved: _____
Mayor Edwin M. Lee

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective March 2005)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **Koret Foundation**

2. Department: **San Francisco Arts Commission**

3. Contact Person: **Rachelle Axel** Telephone: **415-252-2564**

4. Grant Approval Status (check one):

   [x] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: **$25,000**

6a. Matching Funds Required: **$0**
b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: **Koret Foundation**
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary:

Koret Foundation will support the ArtCare program which is dedicated to the maintenance, repair and conservation of San Francisco's Civic Art Collection. Funds will be used to tend to the neediest cases in the collection, the aging public sculptures that have many decades of exposure to natural and man-made elements, causing them to fall into disrepair. Without this restoration and repair work, the City risks losing these cultural assets.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

   Start-Date: **5/24/11** End-Date: **12/30/11**

10a. Amount budgeted for contractual services: **$25,000**

b. Will contractual services be put out to bid? **Yes**

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? **Yes**

d. Is this likely to be a one-time or ongoing request for contracting out? **One-time.**

11a. Does the budget include indirect costs? [ ] Yes [x] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [x] To maximize use of grant funds on direct services
[ ] Other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs? **Arts Commission staff time (collections, accounting, administration, development).**

12. Any other significant grant requirements or comments:

****Disability Access Checklist*****

13. This Grant is intended for activities at (check all that apply):

[ ] Existing Site(s)
[ ] Rehabilitated Site(s)
[ ] New Site(s)

[x] Existing Structure(s)
[ ] Rehabilitated Structure(s)
[ ] New Structure(s)

[X] Existing Program(s) or Service(s)
[ ] New Program(s) or Service(s)

14. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: _____
(Name)

Date Reviewed: 4.17.12

Department Approval: **Tom DeCaigny, Director of Cultural Affairs**
(Name) (Title)

_____
(Signature)

San Francisco Arts Commission
Accept / Expend Documentation

Koret Foundation Grant Budget

Income	
Koret Foundation Grant	$25,000
Total Grant Income	**$25,000**
Expense	
Contracted Conservation Services	$25,000
Total Grant Expenses	**$25,000**
Balance	**$0**

KORET

July 22, 2011

Ms. J.D. Beltran
Interim Director of Cultural Affairs
San Francisco Art Commission
25 Van Ness Avenue, Suite 240
San Francisco, CA 94102

Koret Foundation
Koret Fund
33 New Montgomery
Suite 1090
San Francisco, CA
94105-4526

TEL 415 882 7740
FAX 415 882 7775

RE: REVISED Grant Agreement
Grant No.11-0129 and 11-0147
ArtCare Project

Dear Ms. Beltran:

We are pleased to notify you that the Board of Directors of the Koret Foundation has approved a $25,000 grant to San Francisco Art Commission for the ArtCare Project.

Enclosed are two copies of this award letter and the *Use of Grant Funds*, which together serve as the *Grant Agreement.* Please sign and date one of these sets, and return it to us by **August 1, 2011**. After this date, this grant offer is subject to expiration. The extra copy is for your records.

Release of Funds
Funds payable to City and County of San Francisco dba San Francisco Art Commission for grant number s11-0147 and 11-0147 will be scheduled for release after **August 15, 2011.**

Grant Period
Grant period begins May 24, 2011, and ends December 30, 2011.

Expenses may be encumbered against the grant only during the grant period.

Final Reporting Requirements
Please submit within 15 days of the end of the grant period the following reports on the use of grant funds. These reports are due **January 15, 2012.**

- A statement of revenue and expenses for the entire funded project, including the names and amounts of all foundation support and other major sources of income.
- A copy of your organization's current year revenue and expense statement.
- A copy of your most recent audited financial statements.
- A narrative report describing how you achieved the grant purpose(s), including:
  - what you accomplished with the grant funds;
  - how you achieved your successes, and any challenges you encountered;

ORIGINAL SIGNED & RETURNED

- the impact on your clients, the community and your organization; and
- future plans for your organization and the project.

- Copies of any brochures, articles, and publications related to the grant.

Funds are to be used in accordance with the accompanying *Use of Grant Funds* page. Please refer to the above grant number in all correspondence with us.

We ask that you inform us in writing if there are any changes in personnel important to the administration of the grant, significant difficulties in making use of the funds for the purposes described in this award letter, or if the grant funds cannot be expended in the time period set forth.

Please acknowledge Koret in your printed materials, publications, media interviews, ads and web postings and contact your program officer for approval of any press release that refers to this grant and Koret. Please see the attached Publicity Guidelines for more details on Koret's policies.

In addition, please notify your board of directors, program staff, and your constituents that you have received this funding from the Koret Foundation.

The Koret Foundation is pleased to support San Francisco Art Commission.

Sincerely,

Koret Foundation

Adam Hirschfelder
Senior Program Officer

cc: Mr. P.J. Johnston, President, San Francisco Art Commission
Ms. Rachelle Axel, Development Director, San Francisco Art Commission

We accept this *Grant Agreement*.

Debbie Mello for

Ms. J.D. Beltran
Interim Director of Cultural Affairs

4-20-12
Date