

**File Number:** \_\_\_\_\_  
(Provided by Clerk of Board of Supervisors)

**Grant Ordinance Information Form**  
(Effective July 2011)

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

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

1. Grant Title: Crankstart and Kelson Foundation Clean Slate Program Grant
2. Department: Public Defender
3. Contact Person: Angela Auyong Telephone: 415-553-1677
4. Grant Approval Status (check one):  
 Approved by funding agency  Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$ 285,000
6. a. Matching Funds Required: \$ 0  
b. Source(s) of matching funds (if applicable):
7. a. Grant Source Agency: Non-Profit Organizations  
b. Grant Pass-Through Agency (if applicable):
8. Proposed Grant Project Summary: To expand by 25-30% the capacity of the Clean Slate Unit to meet the increased demand for Clean Slate services.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:  
Start-Date: January 1, 2021 End-Date: December 31, 2021
10. Number of new positions created and funded: 2
11. Explain the disposition of employees once the grant ends? Seeking additional funding support from the grantor for extension if possible or requesting general fund support.
12. a. Amount budgeted for contractual services: \$ 0  
b. Will contractual services be put out to bid?  
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?  
d. Is this likely to be a one-time or ongoing request for contracting out?
13. a. Does the budget include indirect costs?  
 Yes  No  
b. 1. If yes, how much? \$  
b. 2. How was the amount calculated?  
c. 1. If no, why are indirect costs not included?  
 Not allowed by granting agency  To maximize use of grant funds on direct services  
 Other (please explain):  
c. 2. If no indirect costs are included, what would have been the indirect costs?

**14.** Any other significant grant requirements or comments: No

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

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

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Existing Site(s) | <input type="checkbox"/> Existing Structure(s)      | <input checked="" type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s)       | <input type="checkbox"/> Rehabilitated Structure(s) | <input type="checkbox"/> New Program(s) or Service(s)                 |
| <input type="checkbox"/> New Site(s)                 | <input type="checkbox"/> New Structure(s)           |   |

16. The Departmental ADA Coordinator 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 ADA Coordinator or Mayor's Office of Disability Reviewer:


Arlene Laxamana

(Name)

Human Resources Manager

(Title)

Date Reviewed: 2/5/2021

  
(Signature Required)

Overall Department Head or Designee Approval:

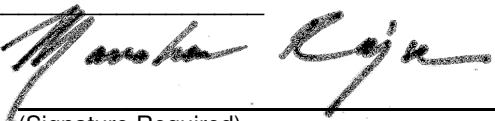
Manohar Raju

(Name)

Public Defender

(Title)

Date Reviewed: 2/5/2021

  
(Signature Required)