

File No. 111112

Committee Item No. 1

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee

Date: November 2, 2011

Board of Supervisors Meeting

Date _____

Cmte Board

- | | | |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget & Legislative Analyst Report |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Ethics Form 126 |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form (for hearings) |
| <input type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |

OTHER

(Use back side if additional space is needed)

- | | | |
|-------------------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>*Technical Proposal - Office of Workforce and Economic Development</u> |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |

Completed by: Victor Young

Date: October 28, 2011

Completed by: Victor Young

Date: _____

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

1 [Accept and Expend Grant - TransitionSF, Enhanced Job Training Demonstration -
2 \$5,724,203]

3 **Resolution authorizing the Office of Economic and Workforce Development to**
4 **retroactively accept and expend a grant in the amount of \$5,724,203 from the**
5 **Department of Labor for TransitionSF.**

6 WHEREAS, The Department of Child Support Services (DCSS) currently administers
7 over 16,000 child support cases; of which, over 1,000 involve a non-custodial parent who are
8 not employed, do not have the skills to enter the workforce, and are not meeting their child
9 support obligations as a result; and

10 WHEREAS, The San Francisco Human Services Agency (SFHSA) has administered
11 the Community Jobs Program (CJP) and Jobs Now that provided transitional jobs for
12 unemployed parents and CalWORKS (TANF) recipients; and

13 WHEREAS, Goodwill Industries of San Francisco, San Mateo and Marin (GW) was one
14 of two community based organizations contracted to provide transitional employment under
15 the Jobs Now program funded by the Recovery Act; and

16 WHEREAS, The Office of Economic and Workforce Development (OEWD) staffs the
17 San Francisco Workforce Investment Board and won an Enhanced Job Training
18 Demonstration grant from the Department of Labor as the lead applicant for the TransitionSF
19 program. TransitionSF is a partnership that includes SFHSA, DCSS, GW, Adult Probation,
20 and the San Francisco Sheriff's Department and will provide 500 non-custodial parents with
21 enhanced transitional job services; and

22 WHEREAS, This grant does not create any new positions as the program activities will
23 be performed by existing staff, and will not require an amendment to the Annual Salary
24 Ordinance; and

25 WHEREAS, This grant does require any matching funds; and

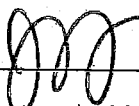
1 WHEREAS, The grant budget includes provision for indirect costs of \$42,447; now,
2 therefore, be it

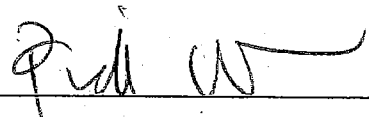
3 RESOLVED, That OEWD is hereby authorized to accept and expend retroactively a
4 grant in the amount of \$5,724,203, for the period of July 1, 2011 through June 30, 2015; and
5 be it

6 FURTHER RESOLVED, That OEWD is hereby authorized to retroactively accept and
7 expend the grant funds pursuant to San Francisco Administrative Code section 10.170-1; and
8 be it

9 FURTHER RESOLVED, That the Director of OEWD is authorized to enter into the
10 agreement on behalf of the City.

11
12 Recommended:

13
14 
15 _____
16 Department Head

17
18 Approved: 
19 _____
20 for Mayor

21
22 Approved: 
23 _____
24 Controller

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

Grant Resolution Information Form
(Effective July 2011)

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: TransitionSF
2. Department: Office of Economic and Workforce Development
3. Contact Person: Erik Ward Telephone: (415) 581-2352
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$5,724,203
- 6a. Matching Funds Required: None
b. Source(s) of matching funds (if applicable): n/a
- 7a. Grant Source Agency: Department of Labor
b. Grant Pass-Through Agency (if applicable): n/a
8. Proposed Grant Project Summary: Provide job training and transitional employment to low-income, non-custodial parents in San Francisco through the Transitions SF program.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: 7/1/11 End-Date: 6/30/15
- 10a. Amount budgeted for contractual services: \$ 3,681,728
b. Will contractual services be put out to bid? No
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? No
d. Is this likely to be a one-time or ongoing request for contracting out? Ongoing
- 11a. Does the budget include indirect costs? Yes No
b1. If yes, how much? \$42,447
b2. How was the amount calculated? 10% of direct costs excluding contractor and interdepartmental services.
c1. 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):

c2. If no indirect costs are included, what would have been the indirect costs?

12. Any other significant grant requirements or comments:

****Disability Access Checklist** (Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

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

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

14. 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 disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

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

Eugene T. Flannery
(Name)

Environmental Compliance Manager/ADA Coordinator
(Title)

Date Reviewed: 10/4/2011

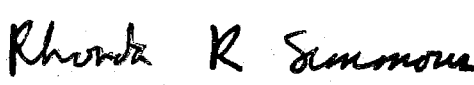

(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Rhonda Simmons
(Name)

Workforce Development Director
(Title)

Date Reviewed: 10/4/2011


(Signature Required)

Dear Rick-

OEWD has 1 retroactive Accept and Expend that I had previously mentioned. The Mayor had done a press release quite some time back (6/27/11) when the grant was awarded.

Accept and Expend Resolution for Federal Grant – TransitionSF, Enhanced Job Training Demonstration – \$5,724,203.

This A&E retroactively authorizes OEWD to accept and expend \$5,724,203 from the Department of Labor. These funds will provide job training and transitional employment to low-income, non-custodial parents in San Francisco. Funds will be contracted out to Goodwill Industries of San Francisco, San Mateo and Marin, \$3,681,728, an existing OEWD grantee. Department of Child Support Services (DCSS) will receive \$220,876 and Human Services Agency (HSA) will receive \$1,354,683. Additional partners include Adult Probation and the Sheriff's Department. There is a signed MOU detailing partners' responsibilities.

The grant timeline is from 7/1/11-6/30/15. It is retroactive because of timing issues. The grant award letter was dated 6/29/11, and mandatory grantee orientation and training was soon after.

The funder allow for \$42,447 in indirect costs, 10% of direct costs excluding contractor and interdepartmental services. No matching funds are required. No ASO amendment is needed.

Please let me know if you have any questions. I will leave this on your chair for signature, and I would like to get it to Jason Elliott this week. I have confirmed that we have the efile and all updated support documents, and they have been saved onto the shared drive.

Thanks,
Leo

TransitionSF FAMIS Grant Budget		
Grant Code: METJSF-1209		
Index Code: ECNBL1TJS		
00101	304,226	
01301	106,479	
02000	42,447	
02100	13,764	
03801	3,681,728	
081CS	220,876	
081SS	1,354,683	
Total	5,724,203	

Budget Worksheet - Main													
Expense	FTE \$/Yr or \$145,731	Hours \$/Hr	COLA 1.01	Year 1 Federal	(not required) Year 1 Leverage	Year 2 Federal	(not required) Year 2 Leverage	Year 3 Federal	(not required) Year 3 Leverage	Year 4 Federal	(not required) Year 4 Leverage	Total Federal	(not required) Total Leverage
A. Personnel				0	7,287	0	7,359	0	7,433	0	7,507	0	29,585
SF Workforce Director				80,000		80,800		81,608		61,818		304,226	0
Project Manager				0		0		0		0		0	0
Subtotal Personnel				80,000	7,287	80,800	7,359	81,608	7,433	61,818	7,507	304,226	29,585
B. Fringe/Benefits													
Fringe/Benefits				28,280		28,280		28,563		21,636		106,479	0
Subtotal Fringe/Benefits				28,280	0	28,280	0	28,563	0	21,636	0	106,479	0
C. Travel													
Travel to Washington D.C.				3,441		3,441		3,441		3,441		13,764	0
Subtotal Travel				3,441	0	3,441	0	3,441	0	3,441	0	13,764	0
D. Equipment													
None				0	0	0	0	0	0	0	0	0	0
Subtotal Equipment				0	0	0	0	0	0	0	0	0	0
E. Supplies													
Subtotal Supplies				0	0	0	0	0	0	0	0	0	0
F. Contractual													
Goodwill Industries				827,789	19,000	1,577,088	0	1,013,968	0	262,883		3,881,728	10,000
HSA				330,567	85,085	684,026	128,430	333,670	116,642	6,420	35,540	1,354,883	329,057
DCSS				97,060		75,553		35,246		13,017		220,876	0
Other Supportive Services				0		0		0		0		0	0
Subtotal Contractual				1,255,416	95,085	2,336,667	128,430	1,382,883	115,542	282,320	35,540	5,257,287	374,597
G. Construction													
None				0	0	0	0	0	0	0	0	0	0
Subtotal Construction				0	0	0	0	0	0	0	0	0	0
H. Other													
Subtotal Other				0	0	0	0	0	0	0	0	0	0
Total Direct Costs				1,266,857	102,372	2,449,188	135,789	1,496,486	122,976	366,216	43,047	5,881,766	404,183
J. Indirect Costs													
Indirect Cost Rate Example:				11,144		11,252		11,361		8,690		42,447	0
Total Costs				1,378,001	102,372	2,460,440	135,789	1,507,856	122,976	374,905	43,047	5,924,203	404,183



[Home](#) > [Apply for Grants](#) > Confirmation

Confirmation

Thank you for submitting your grant application package via Grants.gov. Your application is currently being processed by the Grants.gov system. Once your submission has been processed, Grants.gov will send email messages to advise you of the progress of your application through the system. Over the next 24 to 48 hours, you should receive two emails. The first will confirm receipt of your application by the Grants.gov system, and the second will indicate that the application has either been successfully validated by the system prior to transmission to the grantor agency or has been rejected due to errors.

Please do not hit the back button on your browser.

If your application is successfully validated and subsequently retrieved by the grantor agency from the Grants.gov system, you will receive an additional email. This email may be delivered several days or weeks from the date of submission, depending on when the grantor agency retrieves it.

You may also monitor the processing status of your submission within the Grants.gov system by clicking on the "Track My Application" link listed at the end of this form.

Note: Once the grantor agency has retrieved your application from Grants.gov, you will need to contact them directly for any subsequent status updates. Grants.gov does not participate in making any award decisions.

IMPORTANT NOTICE: If you do not receive a receipt confirmation and either a validation confirmation or a rejection email message within 48 hours, please contact us. The Grants.gov Contact Center can be reached by email at support@grants.gov, or by telephone at 1-800-518-4726. Always include your Grants.gov tracking number in all correspondence. The tracking numbers issued by Grants.gov look like GRANTXXXXXXXX.

Contact Center hours of operation are Monday-Friday from 7:00 A.M. to 9:00 P.M. Eastern Time.

The following application tracking information was generated by the system:

Grants.gov Tracking Number :	GRANT10852068
Applicant DUNS:	78-865-6416
Submitter's Name:	Jennifer Matz
CFDA Number:	17.261
CFDA Description:	WIA Pilots, Demonstrations, and Research Projects
Funding Opportunity Number :	SGA-DFA-PY-10-11
Funding Opportunity Description :	Enhanced Transitional Jobs Demonstration (ETJD)
Agency Name :	Employment and Training Administration
Application Name of this Submission :	Transitions SF
Date/Time of Receipt :	2011.04.15 3:31 PM, EDT

TRACK MY APPLICATION – To check the status of this application, please click the link below:
https://apply07.grants.gov/apply/checkSingleApplStatus.faces?tracking_num=GRANT10852068

It is suggested you Save and/or Print this response for your records.

Opportunity Title:	Enhanced Transitional Jobs Demonstration (ETJD)
Offering Agency:	Employment and Training Administration
CFDA Number:	17.261
CFDA Description:	WIA Pilots, Demonstrations, and Research Projects
Opportunity Number:	SGA-DFA-PY-10-11
Competition ID:	
Opportunity Open Date:	03/02/2011
Opportunity Close Date:	04/15/2011
Agency Contact:	Mamie Williams Grants Management Specialist E-mail: Williams.Mamie@dol.gov Phone: 202-693-3341

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

* Application Filing Name:

Mandatory Documents

Move Form to Complete

Move Form to Delete

Mandatory Documents for Submission

Application for Federal Assistance (SF-424)
Budget Narrative Attachment Form
Budget Information for Non-Construction Program
Project Narrative Attachment Form

Optional Documents

Move Form to Submission List

Move Form to Delete

Optional Documents for Submission

Attachments
Faith Based EEO Survey
Disclosure of Lobbying Activities (SF-LLL)

Instructions

- 1** Enter a name for the application in the Application Filing Name field.

 - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
 - You can save your application at any time by clicking the "Save" button at the top of your screen.
 - The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.

- 2** Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.

 - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
 - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
 - To open and complete a form, simply click on the form's name to select the item and then click on the => button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
 - All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.

- 3** Click the "Save & Submit" button to submit your application to Grants.gov.

 - Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
 - Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
 - The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
 - You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify): _____
---	---	--

* 3. Date Received: Completed by Grants.gov upon submission.	4. Applicant Identifier: _____
--	--

5a. Federal Entity Identifier: _____	5b. Federal Award Identifier: _____
--	---

State Use Only:

6. Date Received by State: _____	7. State Application Identifier: _____
---	---

8. APPLICANT INFORMATION:

*** a. Legal Name:** San Francisco, City & County of

* b. Employer/Taxpayer Identification Number (EIN/TIN): 94-6000417	* c. Organizational DUNS: 7886564160000
--	---

d. Address:

*** Street1:** 50 Van Ness Avenue
Street2: _____
*** City:** San Francisco
County/Parish: _____
*** State:** CA: California
Province: _____
*** Country:** USA: UNITED STATES
*** Zip / Postal Code:** 94102-6013

e. Organizational Unit:

Department Name: Economic & Workforce Devel.	Division Name: Workforce Division
--	---

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: _____ *** First Name:** Rhonda
Middle Name: _____
*** Last Name:** Simmons
Suffix: _____

Title: Director of Workforce Development

Organizational Affiliation:
Mayor's Office of Economic & Workforce Development

*** Telephone Number:** 415-581-2335 **Fax Number:** 415-581-2317

*** Email:** rhonda.simmons@sfgov.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

C: City or Township Government

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Employment and Training Administration

11. Catalog of Federal Domestic Assistance Number:

17.261

CFDA Title:

WIA Pilots, Demonstrations, and Research Projects

*** 12. Funding Opportunity Number:**

SGA-DFA-PY-10-11

* Title:

Enhanced Transitional Jobs Demonstration (ETJD)

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Transitions SF provides enhanced transitional jobs for noncustodial parents, with extended paid work experience, case management, a flexible charter school, and three tiers of transitional employment.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="5,999,981.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="5,999,981.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Enhanced Transitional Jobs Demonstration (ETJD)	17.261	\$	\$	5,999,981.00	\$	5,999,981.00
2.						
3.						
4.						
5. Totals		\$	\$	5,999,981.00	\$	5,999,981.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Enhanced Transitional Jobs Demonstration (ETJD)				
a. Personnel	\$ 79,859.00	\$	\$	\$	\$ 79,859.00
b. Fringe Benefits	27,951.00				27,951.00
c. Travel	13,764.00				13,764.00
d. Equipment	0.00				
e. Supplies	0.00				
f. Contractual	5,866,250.00				5,866,250.00
g. Construction	0.00				
h. Other					
i. Total Direct Charges (sum of 6a-6h)	\$ 5,987,824.00			\$	\$ 5,987,824.00
j. Indirect Charges	12,157.00			\$	\$ 12,157.00
k. TOTALS (sum of 6i and 6j)	\$ 5,999,981.00	\$	\$	\$	\$ 5,999,981.00
7. Program Income	\$ 0.00	\$	\$	\$	\$

Authorized for Local Reproduction

SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8.	\$	\$	\$	\$
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)	\$	\$	\$	\$

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 1,477,398.00	\$ 369,350.00	\$ 369,350.00	\$ 369,349.00	\$ 369,349.00
14. Non-Federal	\$				
15. TOTAL (sum of lines 13 and 14)	\$ 1,477,398.00	\$ 369,350.00	\$ 369,350.00	\$ 369,349.00	\$ 369,349.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. Enhanced Transitional Jobs Demonstration (ETJD)	\$ 2,661,154.00	\$ 1,568,347.00	\$ 293,082.00	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$ 2,661,154.00	\$ 1,568,347.00	\$ 293,082.00	\$

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges: \$5,987,824	22. Indirect Charges: \$12,157
23. Remarks:	

Budget Narrative

A. Personnel

SF Workforce Director— Oversight of workforce division of San Francisco Office of Economic and Workforce Development; supervises all SF OEWD staff including fiscal, administrative and programmatic staff.

Calculation: No Federal funds requested.

Leverage: $0.05 \text{ FTE} \times \$145,731 \text{ annual salary} \times 1.01 \text{ annual COLA} = \$29,586$ over four years in in-kind federal resources will be leveraged.

Project Manager— Overall project management of Transitions SF: ensures progress toward performance outcomes, convenes Steering Committee and any subcommittees; facilitates communication among partners, manages program and fiscal reporting to DOL.

Calculation: $0.30 \text{ FTE} \times \$70,000 \text{ annual salary} \times 1.01 \text{ annual COLA} = \$21,000$ in Year 1, \$21,210 in Year 2, \$21,422 in Year 3, and decreasing by 25% in Year 4 to \$16,227.

Leverage: \$0 in in-kind services will be leveraged.

Subtotal Personnel— \$21,000 in Year 1, \$21,210 in Year 2, \$21,422 in Year 3, and \$16,227 in Year 4. Leverage: \$29,586 in in-kind services will be leveraged.

B. Fringe/Benefits

Including medical, retirement, worker's comp, etc.

Calculation: $35.00\% \times \text{Subtotal Personnel} = \$7,350$ in Year 1, \$7,424 in Year 2, \$7,498 in Year 3, and \$5,680 in Year 4.

C. Travel

Travel to Washington D.C.— Mandatory grantee orientation and training conference

Calculation: \$600 plus \$69 per diem x 3 days plus \$170 hotel x 2 nights x 3 staff per year
= \$3,441 in Years 1, 2, 3, & 4.

D. Equipment

None

E. Supplies

None

F. Contractual

Goodwill Industries— Goodwill of San Francisco/San Mateo will provide detailed assessments, case management, placement into transitional employment, ongoing support services and barrier mitigation, contextualized job skills and soft skills training, job development, placement into unsubsidized employment, retention services, and followup for an estimated 85% of Transitions SF participants. Goodwill has also committed to creating 250 transitional employment slots over the course of the grant in Goodwill stores and warehouses.

The subcontract with Goodwill covers

Program Director— Program Oversight & Direction

Calculation: 0.20 FTE x \$79,706 annual salary x 1.01 annual COLA= \$15,941 in
Year 1, \$16,101 in Year 2, \$16,262 in Year 3, and \$16,424 in Year 4.

Program Manager— Staff, Day-to-day Program, and Implementation Management

Calculation: 1.00 FTE x \$54,600 annual salary x 1.01 annual COLA= \$54,600 in Year 1, \$55,146 in Year 2, \$55,697 in Year 3, and \$56,254 in Year 4.

Career Advisor— Career Advisors create Personal Life Plans with participants; determine ETJ placements in coordination with Intake/Assessment specialists; provide coaching and contextualized soft skills training, retention services, follow up. One Career Advisor will be dedicated to the project throughout the 48 months. Career Advisors staffing for this position and the three below is calculated to ramp up with the influx of Transitions SF participants in Years 2 and 3 and ramp down in Year 4.

Calculation: 1.00 FTE x \$40,040 annual salary x 1.01 annual COLA= \$40,040 in Year 1, \$40,440 in Year 2, \$40,845 in Year 3, and \$41,253 in Year 4.

Career Advisor— Career Advisor to start 6 months into project, through month 42.

Calculation: 0.50 FTE in Years 1 and 4, 1.00 FTE in Years 2 and 3 x \$40,040 annual salary x 1.01 annual COLA = \$20,020 in Year 1, \$40,440 in Year 2, \$40,845 in Year 3, and \$20,627 in Year 4.

Career Advisor— Career Advisor for years 2 & 3 of project for ramp up period

Calculation: 1.00 FTE x \$40,040 annual salary x 1.01 annual COLA = \$0 in Year 1, \$40,040 in Year 2, \$40,440 in Year 3, and \$0 in Year 4.

Career Advisor— Career Advisor for years 2 & 3 of project for ramp up period.

Calculation: 1.00 FTE x \$40,040 annual salary x 1.01 annual COLA = \$0 in Year 1, \$40,040 in Year 2, \$40,440 in Year 3, and \$0 in Year 4.

Intake and Eligibility Assessment Specialist— One AS dedicated from beginning of project through month 42. Provide assessment of skills, interests and barriers; work

with Career Advisors to identify optimal placements for Transitions SF participants, conduct workshops as needed. Assessments and evaluation of skills learned will be repeated ongoing through follow-up.

Calculation: 1.00 FTE decreasing to 0.50 FTE in Year 4 x \$41,600 annual salary x 1.01 annual COLA = \$41,600 in Year 1, \$42,016 in Year 2, \$42,436 in Year 3, and \$21,430 in Year 4.

Intake and eligibility Assessment Specialist— Additional AS to start month 8, through month 36, for ramp up.

Calculation: 0.50 FTE x \$41,600 annual salary x 1.01 annual COLA = \$6,933 in last 4 months of Year 1, \$21,008 in Year 2, \$21,218 in Year 3, and \$0 in Year 4.

Business Relations Specialist— Additional BRS to start month 5, through month 42 to manage private sector ETJ placements and unsubsidized employment opportunities, works with Career Advisors and employers to help resolve any issues with ETJ or unsubsidized placements.

Calculation: 1.00 FTE x \$42,640 annual salary x 1.01 annual COLA = \$24,873 in last 7 months of Year 1, \$43,066 in Year 2, \$43,497 in Year 3, and \$21,966 in first 6 months of Year 4.

Business Relations Specialist— Additional BRS for years 2 & 3 of project, when placement into unsubsidized employment and job retention assistance (in coordination with Career Advisors) will ramp up.

Calculation: 0.50 FTE x \$42,640 annual salary x 1.01 annual COLA = \$0 in Year 1, \$21,320 in Year 2, \$21,533 in Year 3, and \$0 in Year 4.

Fringe/Benefits:— Including FICA, SUI, Workers' Comp., medical

Calculation: 22% x Subtotal Personnel = \$44,882 in Year 1, \$79,116 in Year 2, \$79,907 in Year 3, and \$39,150 in Year 4.

Public Transit Passes & Mileage Reimbursement for Local Travel— For shared Public Transit passes, and local travel not possible by public transit.

\$1,500 in Years 1, 2 and 3, and \$900 in Year 4.

Assessment Tool— Year 1: Upgrade/enhancement to existing or purchase of new comprehensive assessment tool. Year 2, 3, 4 ongoing upgrades as needed and yearly service agreement.

Calculation: \$15,000 in Years 1, \$1,500 in Years 2 and 3, and \$750 in Year 4.

Leverage: \$10,000 in in-kind services will be leveraged.

ETJ supplies for participants— For clothes, tools, uniforms, etc. for ETJ placements

Calculation: \$3,000 in Year 1, \$6,000 in Year 2, \$6,000 in Year 3, and \$1,200 in Year 4.

General Office— Case management supplies, desk supplies for new staff

Calculation: \$1,500 in Year 1, \$1,200 in Year 2, \$1,200 in Year 3, and \$500 in Year 4.

Contractor: Family Services Agency— Substance abuse treatment for NCPs. The budget does not allow for comprehensive substance abuse treatment for all participants in need, so Career Advisors will triage cohorts and reserve these resources for those whose needs are most severe.

San Francisco Office of Workforce and Economic Development
Enhanced Job Training Demonstration Grant

Calculation: \$100/hr x 200 hours in Year 1, 320 hours in Year 2, 200 hours in Year 3, and 100 hours in Year 4= \$20,000 in Year 1, \$32,000 in Year 2, \$20,000 in Year 3, and \$10,000 in Year 4.

Contractor: Walden House— Mental Health services for NCPs. The budget does not allow for comprehensive mental treatment for all participants, so Career Advisors will triage cohorts and reserve these resources for those most in need.

Calculation: \$100/hr x 250 hours in Year 1, 400 hours in Year 2, 350 hours in Year 3, and 150 hours in Year 4= \$25,000 in Year 1, \$40,000 in Year 2, \$35,000 in Year 3, and \$0 in Year 4.

Contractor: Lawyer's Committee— Legal support for Transitions SF participants.

Calculation: \$7,500 in Year 1, \$10,000 in Year 2, \$10,000 in Year 3, and \$2,500 in Year 4.

Wages for TJ participants— Wages during ETJ placements, 85% of participants, 22% attrition accounted for from initial assessment to end of ETJ period.

Calculation: Wages are for 26 weeks, 32 hours a week, at \$9.92/hr. = \$720,000 in Year 1, \$1,479,200 in Year 2, \$700,000 in Year 3, and \$0 in Year 4.

Milestone/Achievement-based Incentives for pre-ETJ participants— during pre-ETJ training & workshops, for milestones such as attendance in first weeks, obtaining a state ID card, etc.

Calculation: \$80/milestone incentive x 4 milestones x 180 participants in Year 1, 200 participants in Year 2, and 90 participants in Year 3= \$57,600 in Year 1, \$64,000 in Year 2, \$28,800 in Year 3, and \$0 in Year 4.

Other supportive services— An average of \$48 participant for such supportive services as transportation assistance, barrier removal assistance

Calculation: $\$47.87 \times 180$ participants in Year 1, 200 participants in Year 2, 90 participants in Year 3 = \$8,617 in Year 1, \$9,574 in Year 2, \$4,308 in Year 3, and \$0 in Year 4.

Indirect Costs— $6\% \times$ Direct Costs = \$66,516 in Year 1, \$5,022 in Year 2, \$75,086 in Year 3, and \$13,977 in Year 4.

Subtotal Goodwill = \$1,175,123 in Year 1, \$2,208,730 in Year 2, \$1,326,515 in Year 3, and \$246,932 in Year 4.

Goodwill Leverage: \$10,000 in in-kind services will be leveraged as noted in the budget, in addition to over \$1.4 million in the provision of digital literacy services to Transitions SF participants (funded through Microsoft) and additional staff time for digital literacy workshops and other client contact.

San Francisco Human Services Agency— will provide detailed assessments, case management, placement into transitional employment, ongoing support services and barrier mitigation, contextualized job skills and soft skills training, job development, placement into unsubsidized employment, retention services, and followup for an estimated 15% of Transitions SF participants. SFHSA has also committed to working collaboratively with Goodwill to develop public and private sector ETJ opportunities for participants.

Case Managers—create Personal Life Plans with participants; determine ETJ placements; provide coaching and contextualized soft skills training, retention services, follow up.

Calculation: No Federal funding requested.

San Francisco Office of Workforce and Economic Development
Enhanced Job Training Demonstration Grant

Leverage: 0.50 FTE in Y1; 0.80 FTE in Y2, 0.8 FTE in Y3, and 0.50 FTE in Y4, x
\$51,500 annual salary x 1.01 annual COLA = \$135,913 in in-kind services will be
leveraged.

Intake and eligibility assessment— provide assessment of skills, interests and barriers;
work with Case Managers to identify optimal placements for Transitions SF participants,
conduct workshops as needed.

Calculation: No Federal funding requested.

Leverage: 0.50 FTE in Years 1 and 2, 0.25 FTE in Y3, 0 in Y4. x \$48,000 annual
salary x 1.01 annual COLA for Years 1, 2 and 3 = \$62,929 in in-kind services will be
leveraged.

Job Developer— works with employer community to develop private sector ETJ
placements and unsubsidized employment opportunities, works with case manager and
employers to help resolve any issues with ETJ or unsubsidized placements.

Calculation: No Federal funding requested.

Leverage: 0.50 FTE x \$52,000 annual salary x 1.01 annual COLA for Years 1, 2 and
3 = \$65,783 in in-kind services will be leveraged.

Fringe/Benefits— Calculated at 34% of salaries. Includes FICA, SSI, workers
compensation, vacation, pension, and sick leave.

Calculation: No Federal funding requested.

Leverage: \$89,972 in in-kind services will be leveraged.

Mileage— \$918 in Year 1, \$1,836 in Year 2, \$1,836 in Year 3, and \$0 in Year 4.

Aptitude and interest tests— Careersource accounts, MBTI other assessments as deemed
appropriate by Case Managers.

San Francisco Office of Workforce and Economic Development
Enhanced Job Training Demonstration Grant

Calculation: \$50.00 x 60 in Year 1, 250 in Year 2, and 190 in Year 3 = \$2,000 in Year 1, \$7,500 in Year 2, \$5,500 in Year 3, and \$0 in Year 4.

Leverage: \$10,000 in in-kind services will be leveraged.

General Office Supplies— general office supplies for project.

Calculation: \$300 in Year 1, \$2,000 in Year 2, \$2,000 in Year 3, and \$1,000 in Year 4.

Supplies for participants— Miscellaneous tools, uniforms, supplies for ETJ or unsubsidized placements.

Calculation: 100 x 14 in Year 1, 15 in Year 2, 15 in Year 3, and 10 in Year 4 = \$1,400 in Year 1, \$1,500 in Year 2, \$1,500 in Year 3, and \$1,000 in Year 4.

Contractor: San Francisco Family Services Agency— Substance abuse treatment for NCPs. The budget does not allow for comprehensive substance abuse treatment for all participants in need, so Case Managers will triage cohorts and reserve these resources for those most in need.

Calculation: \$100 per hour of treatment x 60 hours in Y1, 80 in Y2, 70 in Y3, and 20 in Y4 = \$6,000 in Year 1, \$8,000 in Year 2, \$7,000 in Year 3, and \$2,000 in Year 4.

Leverage: \$0 in in-kind services will be leveraged as of the time of writing; however, the partnership will seek additional resources to support this service for participants in need.

Contractor: Walden House Behavioral Health Care— Mental health services

Calculation: \$100 x 60 in Year 1, 80 hours in Year 2, and 70 hours in Year 3 = \$6,000 in Year 1, \$8,000 in Year 2, \$7,000 in Year 3.

San Francisco Office of Workforce and Economic Development
Enhanced Job Training Demonstration Grant

Leverage. \$0 in in-kind services will be leveraged as of the time of writing; however, the partnership will seek additional resources to support this service for participants in need.

Other supportive services— transportation assistance for participants during ETJ placements. San Francisco is a compact city, but some placements may be outside the City and require assistance for transportaton.

Calculation: \$1,500 in Year 1, \$2,000 in Year 2, \$2,000 in Year 3, and \$1,000 in Year 4.

Wages for participants— Includes 15% benefits. Wages during ETJ placements

Calculation: \$9.92 per hour for 32 hours/week for 25 weeks of ETJ, calculated on a rolling basis with cohorts starting in Year 1, month 6 and entering ETJ approximately every 4-5 months until the last of six cohorts enters ETJ at Year 3, month 3. Cohorts entering ETJ will start at 70 participants for cohort and ramp up to 90 per cohort starting with cohort 4. = \$131,420 in Year 1, \$281,887 in Year 2, \$127,611 in Year 3, and \$0 in Year 4.

Stipends for ETJ participants— Stipends during initial workshops, barrier mitigation

Calculation: \$100/stipend x 21 participants x 6 milestones in Year 1, 6 milestones in Year 2, and 4 milestones in Year 3 = \$12,600 in Year 1, \$12,600 in Year 2, \$8,400 in Year 3, and \$0 in Year 4.

Indirect Costs— 5.00% x Direct Costs = \$8,107 in Year 1, \$16,266 in Year 2, \$8,142 in Year 3, and \$250 in Year 4.

Subtotal HSA = \$170,245 in Year 1, \$341,589 in Year 2, \$170,989 in Year 3, and \$5,250 in Year 4.

HSA Leverage: \$364,597 in in-kind services will be leveraged.

San Francisco Department of Child Support Services— Outreach, recruitment, child support case management court order processing, etc.

Child Support Officer I— Provides enhanced services to Transitions Now participants in explaining, modifying, setting aside Child Support orders. Liaison between Family Law Court and case managers. Reduced to one 0.5 FTE in Year 4 for follow up

Calculation: 1.50 FTE x \$69,535 annual salary = \$37,303 in Year 1, \$37,303 in Year 2, \$23,535 in Year 3, and \$8,692 in Year 4.

Leverage: \$180,000 in in-kind services will be leveraged.

Attorney— Works with the Family Law Court to file motions to modify, suspend, or set aside Child Support orders as appropriate for participants in Transitions SF.

Calculation: 0.50 FTE x \$172,588 annual salary = \$27,508 in Year 1, \$13,147 in Year 2, \$0 in Year 3, and \$0 in Year 4.

Leverage: \$88,786 in in-kind services will be leveraged.

Fringe/Benefits:— Including medical, retirement, worker's comp, etc.

Calculation: 44.00% x Subtotal Personnel = \$28,517 in Year 1, \$22,198 in Year 2, \$10,355 in Year 3, and \$3,824 in Year 4.

Leverage: \$118,266 in in-kind services will be leveraged.

Indirect Cost Rate:—

Calculation: 4.00% x Direct Costs = \$3,733 in Year 1, \$2,906 in Year 2, \$1,356 in Year 3, and \$501 in Year 4.

Subtotal DCSS = \$97,060 in Year 1, \$75,553 in Year 2, \$35,246 in Year 3, and \$13,017 in Year 4.

DCSS Leverage: \$387,052 in in-kind services will be leveraged.

Subtotal Contractual— \$1,442,428 in Year 1, \$2,625,872 in Year 2, \$1,532,751 in Year 3, and \$265,199 in Year 4.

Leverage: \$374,597 in in-kind services will be leveraged.

G. Construction

None

H. Other

None

I. Total Direct Costs

Project Year	Funds Requested	Leverage
Year 1	\$1,474,219	\$102,372
Year 2	\$2,657,946	\$135,789
Year 3	\$1,565,111	\$122,975
Year 4	\$290,547	\$43,047
Total	\$5,987,824	\$404,183

J. Indirect Costs

Calculation: 10.00% x Non-Contractual Direct Costs = \$3,179 in Year 1, \$3,207 in Year 2, \$3,236 in Year 3, and \$2,535 in Year 4. Overall indirect costs for the project, including subcontracts, total 5.6% (\$334,020 total for all four years).

Total Costs

Project Year	Funds Requested	Leverage
Year 1	\$1,477,398	\$102,372
Year 2	\$2,661,154	\$135,789
Year 3	\$1,568,347	\$122,975
Year 4	\$293,082	\$43,047
Total	\$5,999,981	\$404,183

Additional Leverage

In addition to the leverage noted above, partners are leveraging a percentage of their normal indirect cost in order to provide sufficient staffing and wage subsidies for an enhanced transitional job model with higher touch case management, specialized services from DCSS, and extended paid work experience to ensure that all participants are thoroughly prepared for unsubsidized employment. Partners are also leveraging administrative, IT, fiscal, and MIS staff, facilities, and supplies in support of this project; however, we have not asked for exact calculations of each contribution in this regard.

San Francisco Office of Workforce and Economic Development
Enhanced Job Training Demonstration Grant

TECHNICAL PROPOSAL

Introduction: The San Francisco Office of Economic and Workforce Development (OEWD), which staffs the San Francisco Workforce Investment Board, is the lead applicant in “Transitions SF,” an Enhanced Job Training Demonstration (EJTD) partnership that includes the San Francisco Human Services Agency (HSA), the San Francisco Department of Child Support Services (DCSS), the San Francisco Sheriff’s Department (SFSD), and Goodwill Industries of San Francisco, Marin and San Mateo. Transitions SF builds on the City’s highly successful Community Jobs Program (CJP)/Jobs Now employment programs, and a number of innovative practices at DCSS, the OEWD, SFSD, and HSA. Transitions SF combines systemic collaboration, intensive case management and barrier mitigation, a unique adult education charter school, and a three-tier system of transitional jobs with nonprofit, public, and private sector employers.

1. Statement of Need and Target Population(s)

A. Area where program will operate. Transitions SF will target low income, non-job-ready, noncustodial parents (NCPs). DCSS has over 16,000 active child support cases, of which 4,489 involve a custodial party and noncustodial parent both residing in San Francisco. Of this number, 1,317 NCPs were identified as fitting within the target population. We are designating the entire City/County as our service area, with particular focus on the Bayview Hunter’s Point (BVHP), Visitacion Valley (VV), Tenderloin (TL), Mission, and South of Market (SOMA) districts where a disproportionate percentage of low-income, non-job ready, NCPs reside.¹

Area	BVHP	VV	TL	Mission	SOMA	SF
Population	33,170	40,134	28,991	74,633	23,016	776,733
Unemployment	n/a	n/a	n/a	n/a	n/a	9.1%
Poverty rate	21.7%	11.1%	24.5%	14.4%	22.5%	11.3%
Children in poverty	26.3%	16.4%	33.4%	17.7%	21.7%	13.6%

¹ San Francisco has been extremely aggressive in addressing the needs of low-income individuals who are homeless or at risk for homelessness, including the widespread use of Single Occupancy Residences (SROs) spread throughout the City.

Table 1: Descriptive Data for San Francisco City/County

Area	BVHP	VV	TL	Mission	SOMA	SF
High school dropout rate	n/a	n/a	n/a	n/a	n/a	23%
# w/out HS diploma	36.4%	36.9%	27.1%	26.7%	27.3%	19.8%
NCPs not paying CS	357	157	54	129	99	1,337
NCPs in criminal justice system	n/a					237

The population targeted faces considerable challenges in meeting their personal financial needs and child support obligation, such as 1) involvement in the criminal justice system and insurmountable arrears accrued during prior periods of incarceration; 2) significant barriers to employment, including criminal records, low academic skills, poor soft and hard job skills, substance abuse, mental health problems, limited work history; 3) legal barriers such as a lack of a driver's license and immigration documentation, and 4) minimum visitation with their child(ren), resulting in hostility to the justice system and/or custodial parent.

Participants in Transitions SF reside in the second most expensive place to live in the United States, with a cost of living 98.7% above the national mean—largely driven by housing prices that are approximately 68% of the annual cost of living.² San Francisco's unemployment rate also remains high, exceeding that of other comparable metropolitan areas such as Seattle and Boston,³ making it even more difficult for low skilled and otherwise disadvantaged residents who are seeking employment and advancement in a highly competitive labor market. While the unemployment rate dipped to 9.1% in February 2011, it is still above the neighboring counties of Marin and San Mateo at 7.8% and 8.3%, respectively, and above the U.S. unemployment rate of 8.9%.⁴ While 13% of San Francisco residents live below the federal poverty line (based on an annual income \$17,600),⁵ many more struggle due to the high cost of living. According to the Self-Sufficiency Standard, an income measure calculated according to the cost of basic family

² Runzheimer International, 2005. <http://www.runzheimer.com/news/news.2005.10.18.aspx>, accessed March 26, 2011.

³ Department of Labor, Bureau of Labor Statistics, January 2011. "Unemployment Rates for Large Metropolitan Areas".

⁴ Preliminary data. State of California Employment Development Department. News Release March 25, 2011.

⁵ U.S. Census Bureau. 2005-2009 American Community Survey.

FORM SFEC-126:
NOTIFICATION OF CONTRACT APPROVAL
(S.F. Campaign and Governmental Conduct Code § 1.126)

City Elective Officer Information <i>(Please print clearly.)</i>	
Name of City elective officer(s): Members, Board of Supervisors	City elective office(s) held: Members, Board of Supervisors
Contractor Information <i>(Please print clearly.)</i>	
Name of contractor: Goodwill Industries of San Francisco, San Mateo, and Marin	
<i>Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary.</i>	
1. Elise Clowes, Suzanne Dibianca, Robert Ginis, Jacquelyn Hadley, Michael Joseph, Tricia Lesser, Christina Polischuk, Shepard Pollack, John Power, Michael Stajer, Jane Vaughan, Michael Weir, Frank T. Williams.	
2. Deborah Alvarez-Rodriguez President/CEO; Gary Grellman CFO, Linda Shih COO	
3. NA	
4. Family Services Agency, Walden House, Lawyer's Committee	
5. NA	
Contractor address: 1500 Mission Street, San Francisco, CA 94103	
Date that contract was approved: <i>(By the SF Board of Supervisors)</i>	Amount of contract: \$5,031,210
Describe the nature of the contract that was approved: Transitional employment training	
Comments:	

This contract was approved by (check applicable):

the City elective officer(s) identified on this form

a board on which the City elective officer(s) serves: San Francisco Board of Supervisors
Print Name of Board

the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits

Print Name of Board

Filer Information <i>(Please print clearly.)</i>	
Name of filer: Angela Calvillo, Clerk of the Board	Contact telephone number: (415) 554-5184
Address: City Hall, Room 244, 1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102	E-mail: Board.of.Supervisors@sfgov.org

Signature of City Elective Officer (if submitted by City elective officer)

Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

Date Signed

