

File No. 210179

Committee Item No. 1

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date April 14, 2021

Board of Supervisors Meeting

Date _____

Cmte Board

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- Department/Agency Cover Letter and/or Report
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- Application
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OTHER (Use back side if additional space is needed)

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Completed by: Linda Wong Date April 9, 2021

Completed by: Linda Wong Date _____

1 [Accept and Expend Grant - Amend the Annual Salary Ordinance - Retroactive - Crankstart
2 Foundation - Kelson Foundation - Clean Slate Program Grant - \$250,000 and \$35,000
3 Respectively]

4 **Ordinance retroactively authorizing the Public Defender’s Office to accept and expend**
5 **a grant in the amount of \$250,000 from the Crankstart Foundation, and a grant in the**
6 **amount of \$35,000 from Kelson Foundation, to expand by 25-30% the capacity of the**
7 **Clean Slate Unit to meet the increased demand for Clean Slate services for the period**
8 **of January 1, 2021, through December 31, 2021; and to amend the Annual Salary**
9 **Ordinance No. 166-20 (Annual Salary Ordinance, File No. 200568 for Fiscal Years 2020-**
10 **2021 and 2021-2022) to provide for the addition of two grant-funded positions, 1 FTE in**
11 **Class 8177 Attorney and 1 FTE in Class 8173 Legal Assistant.**

12 Note: Additions are *single-underline italics Times New Roman*;
13 deletions are *~~strikethrough italics Times New Roman~~*.
14 Board amendment additions are double underlined.
15 Board amendment deletions are ~~strikethrough normal~~.

16 Be it ordained by the People of the City and County of San Francisco:

17 **Section 1. Findings**

18 (a) Recent criminal justice reform legislation, passed by the California Legislature in
19 2020, became effective on July 1, 2020 and January 1, 2021. This Legislation potentially will
20 provide thousands of people with opportunities to remove significant barriers to employment
21 and housing by allowing them the potential to terminate probation early (AB 1950), terminate
22 sex offender registration (SB 384), and to have a fair chance at licensing in certain
23 occupations (AB 2147 & AB 2138).

24 (b) The San Francisco Public Defender’s Office (“Public Defender” or “PDR”) applied to
25 the Crankstart Foundation to double the capacity of its Clean Slate Unit in order to meet

1 anticipated exponentially increased community demand to have criminal convictions
2 expunged, felonies reduced to misdemeanors, probationary terms shortened, and sex
3 offender registrations terminated for qualifying clients. The Public Defender was awarded a
4 grant in the amount of \$250,000 from the Crankstart Foundation and a grant in the amount of
5 \$35,000 from Kelson Foundation, which is part of the Crankstart Foundation.

6 (c) In order for this new legislation to have its greatest and intended impact in removing
7 barriers to employment and housing, relief must be provided to eligible San Franciscans as
8 rapidly as possible. To efficiently accomplish this relief, the Public Defender's Clean Slate Unit
9 would need to add one full-time attorney and one full-time paralegal, at minimum. Additionally,
10 in order to educate people about these new avenues of relief for which they may be eligible,
11 the Clean Slate Unit, will need to hold monthly community clinics (on Zoom until the COVID-
12 19 pandemic is declared over). Each community clinic, in addition to being three to four hours
13 long, typically triples the number applications the Unit receives for that week.

14 (d) The Clean Slate Unit is partnering with the San Francisco District Attorney, the San
15 Francisco Police Department and the A. Phillip Randolph Institute to reach the widest number
16 of San Francisco residents as possible in communities most impacted by decades of mass
17 incarceration.

18 (e) The grant will monitor and evaluate both the change in client capacity and the
19 outcomes of the Clean Slate Unit's community clinics, due to the two additional full-time
20 positions.

21 (f) The grant award period is January 1, 2021 to December 31, 2021.

22

23 **Section 2. Authorization to Accept and Expend Grant Funds**

24 (a) The Board of Supervisors hereby authorizes the Public Defender to retroactively
25 accept and expend \$250,000 in grant funds from the Crankstart Foundation and \$35,000 in

1 grant funds from the Kelson Foundation, for the purpose of expanding by 25-30% the capacity
2 of the Clean Slate Unit to meet the increased demand of Clean Slate services due to the
3 recent criminal justice reform legislation, which provides the potential to reduce probationary
4 terms, to prohibit the use of certain felony convictions for licensing, and to terminate some sex
5 offender registration after 10 and 20 year periods of registration.

6 (b) The Board of Supervisors hereby authorizes the Public Defender to maximize
7 use of available grant funds on program expenditures by not including indirect costs in the
8 grant budget, and waiving indirect costs.

9 (c) The Board of Supervisors hereby authorizes the Public Defender to expend any
10 interest earned in accordance with the terms under which the principal is received and
11 expended.

12
13 **Section 3. Grant funded positions; Amendment to Fiscal Years 2020-2021 and**
14 **2021-2022 Annual Salary Ordinance.**

15 The hereinafter designated sections and items of Ordinance No. 166-20 (Annual Salary
16 Ordinance File No. 200568 for FYs 2020-2021 and 2021-2022) are hereby amended to add
17 two (2) positions to the Public Defender as follows:

18
19 Department: PDR (232082) Public Defender's Office
20 Program: Crankstart Foundation Clean Slate Program
21 Fund: 13730
22 Project ID: 10037266
23 Activity ID: 0001
24
25

Amendment	No. of Positions	Class	Compensation Schedule	Department
Add in FY 20-21	0.44 FTE	8177 Attorney	\$8,536 Biweekly	PDR
Add in FY 20-21	0.44 FTE	8173 Legal Assistant	\$3,868 Biweekly	PDR
Add in FY 21-22	0.44 FTE	8177 Attorney	\$8,536 Biweekly	PDR
Add in FY 21-22	0.44 FTE	8173 Legal Assistant	\$3,868 Biweekly	PDR

Department: PDR (232082) Public Defender's Office
 Program: Kelson Foundation Clean Slate Program
 Fund: 13730
 Project ID: 10037266
 Activity ID: 0002

Amendment	No. of Positions	Class	Compensation Schedule	Department
Add in FY 20-21	0.06 FTE	8177 Attorney	\$8,536 Biweekly	PDR
Add in FY 20-21	0.06 FTE	8173 Legal Assistant	\$3,868 Biweekly	PDR
Add in FY 21-22	0.06 FTE	8177 Attorney	\$8,536 Biweekly	PDR
Add in FY 21-22	0.06 FTE	8173 Legal Assistant	\$3,868 Biweekly	PDR

1 APPROVED AS TO FORM:
2 DENNIS J. HERRERA, City Attorney

APPROVED AS TO CLASSIFICATION
DEPARTMENT OF HUMAN RESOURCES

3

4

5 By: /s/_____

By: /s/_____

6 Jana Clark

7 Deputy City Attorney

8

9 APPROVED: /s/_____

10 Mayor

11

12 APPROVED: /s/_____

13 Ben Rosenfield

14 Controller

15

16 Recommended:

17

18 /s/_____

19 Manohar Raju

20 Public Defender

21

22

23

24

25

LEGISLATIVE DIGEST

[Accept and Expend Grant - Amend the Annual Salary Ordinance - Retroactive - Crankstart Foundation - Kelson Foundation - Clean Slate Program Grant - \$250,000 and \$35,000 Respectively]

Ordinance retroactively authorizing the Public Defender's Office to accept and expend a grant in the amount of \$250,000 from the Crankstart Foundation, and a grant in the amount of \$35,000 from Kelson Foundation, to expand by 25-30% the capacity of the Clean Slate Unit to meet the increased demand for Clean Slate services for the period of January 1, 2021, through December 31, 2021; and to amend the Annual Salary Ordinance No. 166-20 (Annual Salary Ordinance, File No. 200568 for Fiscal Years 2020-2021 and 2021-2022) to provide for the addition of two grant-funded positions, 1 FTE in Class 8177 Attorney and 1 FTE in Class 8173 Legal Assistant.

Background Information

Recent criminal justice reform legislation, passed by the California Legislature in 2020, potentially will provide thousands of people with opportunities to remove significant barriers to employment and housing by allowing them the potential to terminate probation early, terminate sex offender registration, and to have a fair chance at licensing in certain occupations. The San Francisco Public Defender's Office ("Public Defender" or "PDR") applied to the Crankstart Foundation to double the capacity of its Clean Slate Unit in order to meet anticipated exponentially increased community demand to have criminal convictions expunged, felonies reduced to misdemeanors, probationary terms shortened, and sex offender registrations terminated for qualifying clients. The Public Defender was awarded a grant in the amount of \$250,000 from the Crankstart Foundation and a grant in the amount of \$35,000 from Kelson Foundation, which is part of the Crankstart Foundation. In order for this new legislation to have its greatest and intended impact in removing barriers to employment and housing, relief must be provided to eligible San Franciscans as rapidly as possible. To efficiently accomplish this relief, the Public Defender's Clean Slate Unit seeks to add one full-time attorney and one full-time paralegal. Additionally, the Clean Slate Unit, plans to hold monthly community clinics. Each community clinic, in addition to being three to four hours long, typically triples the number applications the Unit receives for that week.

The Clean Slate Unit is partnering with the San Francisco District Attorney, the San Francisco Police Department and the A. Phillip Randolph Institute to reach the widest number of San Francisco residents as possible in communities most impacted by decades of mass incarceration. The grant will monitor and evaluate both the change in client capacity and the outcomes of the Clean Slate Unit's community clinics, due to the two additional full-time positions.

Amendments to Current Law

The proposed ordinance authorizes the Public Defender to retroactively accept and expend \$250,000 in grant funds from the Crankstart Foundation and \$35,000 in grant funds from the Kelson Foundation, for the purpose of expanding by 25-30% the capacity of the Clean Slate Unit to meet the increased demand of Clean Slate services due to the recent criminal justice reform legislation, which provides the potential to reduce probationary terms, to prohibit the use of certain felony convictions for licensing, and to terminate some sex offender registration after 10 and 20 year periods of registration. The proposed ordinance also authorizes the Public Defender to maximize use of available grant funds on program expenditures by not including indirect costs in the grant budget, and waiving indirect costs and to expend any interest earned in accordance with the terms under which the principal is received and expended.

The proposed ordinance also amends the Annual Salary Ordinance, Fiscal Years 2020-2021 and 2021-2022, to reflect the addition of two positions, including an attorney and a legal assistant.

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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)

CRANKSTART

Crankstart Foundation - CRK-2020-42917
Application Submitted: 10-30-2020

Organization Overview

Organization Name: San Francisco Public Defender's Office

Organization Address: 555 7th St
San Francisco, CA 94103

Website: <https://sfpublicdefender.org/>

Contact Information

Primary Contact Name: Hadi Razzaq

Primary Contact Title:

Primary Contact Email: hadi.razzaq@sfgov.org

Primary Contact Phone: Ext.

Director/CEO Name: Hadi Razzaq

Director/CEO Title:

Director/CEO Email: hadi.razzaq@sfgov.org

Director/CEO Phone: Ext.

CRANKSTART

Crankstart Foundation - CRK-2020-42917
Application Submitted: 10-30-2020

GRANT APPLICATION INSTRUCTIONS

Be crisp, clear and concrete in your answers. We appreciate data and minimal jargon. We value your time and gladly welcome your feedback on this application process.

Request Type: Proposal

Proposal Summary

Requested Amount: \$282,963.00

Project/Program Title: SF Public Defender Clean Slate Clinic

Current Year Operating Budget (approx.): \$41,000,000.00

Top five non-government grants in the past three years

[Please use this format: Funder Name - \$Amount. Example: Collins Foundation - \$10,000]

We have not received any non-governmental grants in the past three years.

Top 3 key partners/collaborators

CRANKSTART

Crankstart Foundation - CRK-2020-42917
Application Submitted: 10-30-2020

(1) Criminal justice and City partners San Francisco District Attorney, San Francisco Sheriff's Department, San Francisco Adult Probation, San Francisco Superior Court, Department of Children Youth and Families

(2) Community-based non-profit organizations B-Magic and Mo' Magic.

(3) Policy advocacy partners - Young Women's Freedom Center, Silicon Valley De-Bug

Grant Geographic Service San Francisco Bay Area-wide
Area County:

Ages of clients served (% 6%
17 or younger):

Ages of clients served (% 19%
18-25):

Ages of clients served (% 66%
26-50):

Ages of clients served (% 10%
50 or older):

Ages of clients served 0%
(n/a):

Total %: 101%

The calculated total will appear after you click on Save Draft button.

CRANKSTART

Crankstart Foundation - CRK-2020-42917
Application Submitted: 10-30-2020

Percentage of clients 20%
served who are
homeless:

Percentage of clients 5%
served who are
immigrants:

Percentage of clients 100%
served that are at or
below 30% of Area
Median Income:

CRANKSTART

Crankstart Foundation - CRK-2020-42917
Application Submitted: 10-30-2020

Race/Ethnicity percentages of clients served

Race/Ethnicity	Percentage	Please Specify
% American Indian/Alaska Native	0%	
% Asian	4%	
% Black/African American	50%	
% Hispanic/Latinx	20%	
% Native Hawaiian/Other Pacific Islander	3%	
% White	21%	
% Mixed Race	0%	
% Other	1%	Please Specify Other
Unknown/NA	1%	Please Specify Unknown

CRANKSTART

Crankstart Foundation - CRK-2020-42917
Application Submitted: 10-30-2020

Race/Ethnicity percentages of your board

Race/Ethnicity	Percentage	Please Specify
% American Indian/Alaska Native	0%	
% Asian	0%	
% Black/African American	0%	
% Hispanic/Latinx	0%	
% Native Hawaiian/Other Pacific Islander	0%	
% White	0%	
% Mixed Race	0%	
% Other	100%	We are a City Department, and do not have a board.
Unknown/NA	0%	Please Specify Unknown

Total number of board members: 0

CRANKSTART

Crankstart Foundation - CRK-2020-42917
Application Submitted: 10-30-2020

Race/Ethnicity percentages of your staff

Race/Ethnicity	Percentage	Please Specify
% American Indian/Alaska Native	2%	
% Asian	23%	
% Black/African American	14%	
% Hispanic/Latinx	20%	
% Native Hawaiian/Other Pacific Islander	0%	
% White	40%	
% Mixed Race	1%	
% Other	0%	Please Specify Other
Unknown/NA	0%	Please Specify Unknown

Total number of 185 employees (FTE or equivalent):

unduplicated 20,000 individuals served annually:

CRANKSTART

Crankstart Foundation - CRK-2020-42917
Application Submitted: 10-30-2020

**# unduplicated Unknown
households served
annually:**

**Is there anything else you would like to share about the clients you serve?
(Suggested word limit is 200 words)**

The Public Defender's Office provides legal representation to persons charged with a crime in San Francisco who do not have the financial means to retain their own counsel. Each year, the office serves 20,000 people. 100 percent of the clients we serve are indigent, meaning they are all extremely low income. Over 50 percent of our clients are Black, over 75 percent are people of color and many are homeless, mentally ill, or both.

Narrative Questions

Pitch (Suggested word limit is 200 words)

In one paragraph, please summarize what you plan to do and why Crankstart should support it.

CRANKSTART

Crankstart Foundation - CRK-2020-42917 Application Submitted: 10-30-2020

Since 1999, our office's Clean Slate Unit has expunged criminal records of individuals whose convictions are obstacles to obtaining employment, housing, and education. The Unit currently assists approximately 5,600 clients per year and has cleared about 28,800 criminal records over the course of the last twenty years. And yet, we still have a backlog of over 1500 clients, and as a result of recent state legislation that shortens probation terms for individuals and other changes in state law, we anticipate needing to assist hundreds of new clients at the beginning of 2021. We would love to grow the Unit in two significant ways to meet these demands: (1) hire a full-time attorney and paralegal dedicated to working exclusively with our Clean Slate clients; and (2) create an innovative partnership with a San Francisco law school to widen the Unit's reach. Through a clinical program, law students will gain experience writing motions and representing clients in court, and also make a significant difference in people's lives by providing direct legal services. This program will help build a bench of future lawyers who understand and care deeply about the issues our clients face and the conditions of racial and economic injustice.

Organizational Background and Track Record of Success (Suggested word limit is 400 words)

Provide a description of your organization or collaborative, including its mission, history, current work, and major accomplishments. If you are applying on behalf of a collaborative, include information about each member organization.

Our Office was established in 1921 to provide legal representation to individuals charged with crimes in San Francisco who did not have the financial means to hire an attorney. Under the leadership of Jeff Adachi, the elected Public Defender from January 2003 until his death in February 2019, our Office rose to national prominence as a model of public defense, winning awards from the American Bar Association, the National Association of Criminal Defense Lawyers, the National Legal Aid and Defenders Association, the Mayor's Fiscal Advisory Committee, and the California Public Defenders Association.

CRANKSTART

Crankstart Foundation - CRK-2020-42917 Application Submitted: 10-30-2020

Currently led by Mano Raju and Chief Attorney Matt Gonzalez, our team provides zealous, compassionate, and inspired legal representation to over 20,000 people annually.

Working on “advocacy teams” with investigators, paralegals, and social workers, our trial lawyers have a stellar record of success in the courtroom. In 2019, our Felony Unit tried 66 jury trials to verdict, and our Misdemeanor Unit tried 146. Across both units, we earned over 1800 case dismissals and achieved outcomes better than the District Attorney’s pre-trial offer in over 50% of cases.

Our aggressive litigation and courtroom advocacy are coupled with the recognition that, for most of our indigent clients, their criminal case is not the only issue they face. Therefore, our work is holistic, client-centered, and community-driven. It includes representing immigrants facing deportation; steering clients to treatment in Behavioral Health Court, Drug Court, Young Adult Court, and other collaborative courts to address the underlying issues that led to their arrest; having a team of social workers who assist clients with reentry services, including mental health and substance use treatment, housing, and employment; and keeping our youth out of the system through our community-based programs B-Magic and Mo’ Magic.

Our most-recently formed units expand our mission to tackle the deeply embedded systemic inequities that pervade the criminal legal system. Our Integrity Unit tracks and reports police, sheriff, prosecutorial, and judicial misconduct, and provides post-conviction advocacy to those who may be eligible for resentencing under the law. Our Policy Unit advocates for racial justice, bail reform, and other changes in local and state law to make the system more fair, equitable and just. During the COVID-19 health emergency, these units have worked tirelessly to reduce the county jail and state prison populations.

Values (Suggested word limit is 300 words)

CRANKSTART

Crankstart Foundation - CRK-2020-42917
Application Submitted: 10-30-2020

Collaboration is the guiding principal of our grantmaking. We partner with other funders to find and invest in solutions, exceptional organizations and joint efforts. We look for organizations committed to fairness and inclusion. Describe your organization's values and approach.

CRANKSTART

Crankstart Foundation - CRK-2020-42917 Application Submitted: 10-30-2020

As Public Defenders, we play an active role in fighting for fairness, inclusion, and justice in the criminal legal system. Our office represents the most marginalized— over 50% of our clients are Black, over 75% are people of color, and many are homeless or have mental health issues. We are therefore dedicated to ensuring that real, lasting change takes place — change which is informed and led by our clients’ communities, and change that takes place in the context of deep collaboration and connection.

Our vision and approach are based on three principles:

We fight: We leave no stone unturned as we fight for our clients in the trenches of the criminal courts. We aggressively litigate our clients’ cases, we consult with and employ experts, and we conduct full and independent investigations.

We heal: Most formerly incarcerated people are not accustomed to being heard — partially or fully — by the most powerful actors in the system. There is often little trust of police, judges, prosecutors, probation officers, or parole agents. We provide a trust-building relationship that enables us to learn about and address the underlying issues that led to our clients’ arrests, so they are empowered to reenter our communities. In addition, by removing barriers, our Clean Slate work provides opportunities for our clients to lead safe and meaningful lives and reduces recidivism.

We build: To participate in the broader justice movement, we build alliances with our clients, their families and communities, and advocate collectively for systemic changes aimed at transforming the system itself. Further, as part of our deep commitment to keeping people out of the criminal legal system, we strive to keep vulnerable populations — particularly youth and transitional age youth — engaged in ways that make them less likely to get entangled in system in the first place.

Leadership (Suggested word limit is 300 words)

CRANKSTART

Crankstart Foundation - CRK-2020-42917
Application Submitted: 10-30-2020

What personal and professional experiences do your executive director and key leaders bring to this project? If you are applying on behalf of a collaborative, describe briefly how members contribute and work together.

CRANKSTART

Crankstart Foundation - CRK-2020-42917 Application Submitted: 10-30-2020

Mano Raju is the elected Public Defender. A son of immigrants from a farming village in India, Mano's pursuit of justice is rooted in his acute awareness of the ramifications of social inequalities.

Mano completed his undergraduate degree at Columbia University and obtained his Juris Doctor from U.C. Berkeley. He worked as a Deputy Public Defender in Contra Costa County for seven years before he was recruited by Jeff Adachi to join the SF Public Defender's Office in 2008. Due to his impressive practice as a felony trial attorney, he was promoted to the Director of Training and then Manager of the Felony Unit.

Mano is deeply committed to a client-centered approach, measuring our impact not in numbers, but in the people we represent. He encourages staff to take a personal interest in our clients' lives – not only to fiercely litigate and win cases, but also to raise our voice against the inequities our clients encounter in the criminal legal system.

Matt Gonzalez is our Chief Attorney. He is responsible for overseeing and managing all internal operations of the Office.

Matt served as a Deputy Public Defender from 1991 to 2001, establishing himself as a fierce trial attorney. From 2001-2005, Matt served a term as an elected member of the San Francisco Board of Supervisors. He then returned to the Office in 2011 as Chief Attorney.

Matt received his Bachelor of Arts from Columbia University and his Juris Doctor from Stanford Law. He is the recipient of numerous awards, including Defender of the Year by the California Public Defenders Association and Lawyer of the Year by the La Raza Lawyers Association.

Mano and Matt seek to solidify our reputation as not only a formidable group of lawyers, but also as catalysts for criminal justice reform and transformation.

CRANKSTART

Crankstart Foundation - CRK-2020-42917
Application Submitted: 10-30-2020

Request

Goals and Strategies (Suggested word limit is 500 words)

What do you hope to accomplish with this funding? What are your specific strategies for achieving these goals?

GOALS:

(1) Exponentially increasing the number of clients for whom we are successful in removing employment barriers. The only way to do this without increasing our staff by three-fold would be through the development of a clinical program in cooperation with a local law school, which will take attorney resources to develop but will ultimately enable us to assist more clients and simultaneously inspire law students to be concerned about reentry, criminal justice, and addressing critical unmet legal needs.

(2) In the first year, increase by 25% the number of clients for whom we file motions to expunge convictions, reduce felonies to misdemeanors, obtain Certificates of Rehabilitation and relief from immigration consequences of criminal convictions. (With recent changes in California law, scheduled to take effect January 1 and July 1, 2021, and new relief opportunities opening up for our clients we expect a three-fold increase in Clean Slate applications over the next 12 months; currently we get approximately 120 new applications per month.)

(3) Inspire, train and and provide clinical opportunities for qualified law students to provide direct services specifically around expungement of convictions and removal of barriers. We see this as a win-win: the Clean Slate Clinic expands its ability to provide direct client services, and the attorney-client relationship enriches a law student's education and provides a stronger foundation for future employment as a public defender and/or advocate for criminal legal system second chances. The goal is to have 12-14 students in the clinic for the first year of the clinical program.

CRANKSTART

Crankstart Foundation - CRK-2020-42917
Application Submitted: 10-30-2020

STRATEGIES

(1) Partner with a local law school such as USF or UC Hastings. Both have well-established clinical education structures and existing relationships with the SF Public Defender's Office. We will work with the law school to fit the new clinic into their schedule and the school's philosophical approach to a legal education.

(2) Dedicate an attorney at the Public Defender's Office to design a syllabus, training materials and a client selection process to pick cases that would inspire a student's passion, such as motions for a finding of factual innocence, or petitions to reduce felonies to misdemeanors.

(3) The students would need to be rising 3Ls and certified under State Bar rules for law student certification. The clinic would take similar time and energy as a part-time job for the students. There would be a 3-hour lecture portion once per week and then 1-2 court mornings per week plus office hours related to client interviews, and finally case conferences with the Clean Slate team.

(4) Student certification and vetting would be handled by our already-in-place Intern Recruitment process.

(5) The program would be supplemented by Clean Slate community clinics that the students would staff under attorney supervision (1 or 2 times per month). By bringing Clean Slate directly to the community, through partnerships with community-based non-profits and agencies, we would remove transportation and logistical barriers (such as child care, lack of adequate technology) to coming to the public defender office or filling out an application on-line.

Results (Suggested word limit is 500 words)

CRANKSTART

Crankstart Foundation - CRK-2020-42917 **Application Submitted: 10-30-2020**

Describe the immediate results and long-term outcomes you anticipate. If applicable, describe goals for systemic change and how you will measure and evaluate your results.

The immediate results would be our ability to extend direct services to our clients in a more rapid and efficient manner.

Looming on the horizon is the growing need for Clean Slate services with reductions to probationary terms, new prohibitions preventing the use of some criminal convictions to prevent licensing; and a tiered sex offender registration scheme that will require us to file hundreds of petitions removing people from the sex offender registration list. Many people will be seeking a plethora of relief in the coming years as the news spreads of these reforms.

Adding an additional attorney and paralegal and then leveraging those two positions by taking on 6 students who each could do the work of an entry level attorney will exponentially increase the motions we can file and the court appearances we can make. This will lead to at least more than one thousand San Franciscans who are able to successfully apply for employment, housing and educational opportunities every year, who will no longer have to carry the stress, stigma and difficulties associated with having outstanding felony convictions that are easily searchable. This not only will help our clients and former clients, it will help them better support their children; their parents; their community.

The long-term outcomes would be dependent on how many years the clinical program lasted. If it lasts a minimum of three years, the long-term outcomes would be not only greater visibility for the Clean Slate program, but a ripple effect in the community for knowledge about clearing their criminal records. The Public Defender's Office does not have an advertising budget, but, aided by a media campaign, we could also show how our successful outcomes made Clean Slate clients a wise community investment for hiring. It is important to remove the stigma of having a past criminal record (once probation is terminated and there are no new arrests or convictions) since

CRANKSTART

Crankstart Foundation - CRK-2020-42917 Application Submitted: 10-30-2020

that stigma attaches to approximately 25% of black males.

This will also create another important pipeline to grow the next generation of lawyers who are trained in the public defender model of service to low income clients, within a critical anti-racist framework. The more people working in the criminal legal system who view our clients with humanity and empathy, the better the outcomes will be for low income people who become ensnared in the system.

After a couple of semesters, we would have enough stories of successful outcomes (records expunged, felonies reduced, employment obtained) to demonstrate that making an investment in people who have faced economic instability due to criminal convictions adds to the public safety of our community and perhaps reveal that most people just need a chance at opportunity.

Sustainability (Suggested word limit is 500 words)

How will you sustain or grow this work beyond the grant period? How will this grant leverage additional funds? Summarize your track record securing funding from other sources.

Future Funding Opportunities:

University Partners: If the first two clinic semesters are successful in providing student enrichment (which we feel confident we can achieve since they will receive direct client involvement and court appearances) the clinical program might receive some clerical and technology support from the University. With a third and fourth successful semesters, the University might agree to make the clinic an adjunct professor position.

Then, building on that success, additional grant moneys could become available to create one or possibly two Clean Slate post-bar fellowships, also funded through a University Law Program. Such fellowships are highly sought after, and Universities are often looking for opportunities such as this

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for the students who are interested in public interest law.

City Partners: We have past experience with a grant-funded pilot eventually receiving permanent City funding. What is now our Legal Educational Advocacy Program (LEAP) began as a grant funded by the Board of State and Community Corrections. The program is staffed by a full-time Education Attorney and a Youth Advocate who provide specialized legal and school-based advocacy in order to improve educational outcomes for youth involved in school disciplinary hearings and/or who have been involved in the criminal legal system in some way. This need was previously unmet.

The initial funding for LEAP was provided by a grant from the Department of Justice for three years commencing on 2012. The grant funding expired on December 31, 2014, and after advocacy from our office, the City then took over funding of that program. Over the past two years alone LEAP has served over 200 students. By keeping youth in appropriate school placements and advocating for necessary school supports, LEAP-involved youth are compliant with their probation, are less likely to reoffend, and are more likely to graduate from high school. In 2013 alone, LEAP handled 70 new referrals from the SFUSD and the Courts. The team represented youth in 137 IEP meetings, helping students and parents obtain school resources for special education students.

Similarly, we believe that the attorney and paralegal position for this proposed Clean Slate pilot could become City-funded positions after a successful pilot program is able to show measurable impact on our clients and communities. Through annual collection of data, the sharing of stories of people impacted by this program, and community support, we believe that we will be able to build support for this initiative with our local elected officials.

Required Documents

Please upload the following documents as PDFs. If you are unable to include

CRANKSTART

Crankstart Foundation - CRK-2020-42917 Application Submitted: 10-30-2020

any of these items, please write a brief explanation and upload as pdf for that item. If you have a fiscal sponsor, only upload documents for your project (not for the fiscal sponsor)

Current budget

Public_Defender_Budget_Summary.pdf

52 KB - 10/30/2020 3:34PM

Total Files: 1

Audited financials for the two most recent periods

audited_financials_-_crankstart_grant.pdf

93.1 KB - 10/30/2020 3:46PM

Total Files: 1

Income statements and balance sheets for the last three years

income_statements_-_crankstart_grant.pdf

74.8 KB - 10/30/2020 3:48PM

Total Files: 1

List of 10 largest grants received in the past three years, including amount, purpose and duration. Please include at least five non-governmental sources.

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other_grants_-_crankstart_grant.pdf

106.6 KB - 10/30/2020 3:50PM

Total Files: 1

List of board members, noting officers and affiliations

board_members_-_crankstart_grant.pdf

58 KB - 10/30/2020 3:54PM

Total Files: 1

Bios for the key staff who will lead the work described in this proposal.

key_staff_bio_-_crankstart_grant.pdf

150.9 KB - 10/30/2020 3:56PM

Total Files: 1

Contact information for key community partners with whom you will collaborate.

community_partners_-_crankstart_grant.pdf

81.1 KB - 10/30/2020 3:58PM

Total Files: 1

If desired, upload additional materials you feel help to illustrate your proposal

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Crankstart Foundation - CRK-2020-42917
Application Submitted: 10-30-2020

emails_from_clients_seeking_clean_slate_assistance.pdf

58.4 KB - 10/30/2020 3:43PM

Total Files: 1

If you have a fiscal sponsor, upload a letter from them confirming your relationship. Do not submit their financial, board or staff information; submit only your project's information.

THANK YOU. We look forward to reading your application.

Requests History

Requests Declined

#	Submission ID	Date Declined	Requested Amount	Grant/Project Title
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Grants Awarded

#	Submission ID	Grant Date	Grant Amount	Grant/Project Title	Term
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First Grant:

Last Grant:

TOTAL BUDGET – HISTORICAL COMPARISON

Authorized Positions	2019-2020 Original Budget	2020-2021 Proposed Budget	Change From 2019-2020	2021-2022 Proposed Budget	Change From 2020-2021
Total Authorized	194.08	188.34	(5.74)	183.69	(4.65)
Non-Operating Positions (cap/other)	(5.00)	(3.00)	2.00	(3.00)	
Net Operating Positions	189.08	185.34	(3.74)	180.69	(4.65)

Sources

InterGovernmental Rev-Federal	192,150	240,790	48,640	65,790	(175,000)
Intergovernmental Rev-State	383,000	350,663	(32,337)	270,000	(80,663)
Expenditure Recovery	100,000	92,000	(8,000)	92,000	
General Fund Support	40,598,295	40,853,996	255,701	40,273,715	(580,281)
Sources Total	41,273,445	41,537,449	264,004	40,701,505	(835,944)

Uses - Operating Expenditures

Salaries	27,490,992	26,976,592	(514,400)	26,174,215	(802,377)
Mandatory Fringe Benefits	10,599,501	10,998,024	398,523	11,000,526	2,502
Non-Personnel Services	1,197,672	1,263,672	66,000	1,197,672	(66,000)
Materials & Supplies	136,809	245,809	109,000	136,809	(109,000)
Services Of Other Depts	1,848,471	2,053,352	204,881	2,192,283	138,931
Uses Total	41,273,445	41,537,449	264,004	40,701,505	(835,944)

Uses - Division Description

PDR Public Defender	41,273,445	41,537,449	264,004	40,701,505	(835,944)
Uses by Division Total	41,273,445	41,537,449	264,004	40,701,505	(835,944)

**San Francisco Public Defender
Application for Grant from Crankstart**

Audited financials for the two most recent periods

Please access audit reports from the Office of the Controller's website:

<http://openbook.sfgov.org/webreports/search.aspx?searchString=&year=1986&year2=2021&type=All&index=0&index2=0&index3=0>

**San Francisco Public Defender
Application for Grant from Crankstart**

Income statements and balance sheets for the last three years

Our Office is a Department of the City and County of San Francisco. We are not a revenue generating department and do not produce income statements or balance sheets.

San Francisco Public Defender Application for Grant from Crankstart

List of 10 largest grants received in the past three years, including amount, purpose and duration. Please include at least five non-governmental sources.

We received three grants in the past three years. Details are listed below.

- (1) The Board of State and Community Corrections (BSCC) funded a 36-month grant for San Francisco to implement Law Enforcement Assisted Diversion (LEAD SF). LEAD SF was an innovative pre-booking diversion program that referred eligible individuals to community-based health and social services as an alternative to jail and prosecution. San Francisco applied for the BSCC grant to address racial disparities in the San Francisco jails, to avoid the need to build a replacement jail, and to better meet the needs of individuals with a history of substance use and contact with the criminal legal system. The program also aimed to improve the health status and reduce the recidivism rate of participants, and to strengthen collaboration with city and community based partners. Our office received \$507,335 in grant funds. This grant expired in June 2020.
- (2) The Federal Department of Justice, Office of Justice Programs provides Federal Edward Byrne Memorial Justice Assistance Grant (JAG) Program funds a Reentry Social Worker in our Office. The goal of this grant is to reduce recidivism by providing interventions that address the substance abuse and mental and behavioral health challenges of felony clients. This is a continuous grant from 2009. The total amount received is \$589,954.
- (3) The Federal Department of Justice awarded the Coronavirus Emergency Supplemental Funding (CESF) to the Public Defender's Office to obtain software, equipment and programming expertise to digitize the documents in our practice, convert in-person and in-office work into remote collaboration, and to minimize our clients' exposure to the jails and the operations of the criminal legal system. This is a one-year grant and the amount is \$175,000.

**San Francisco Public Defender
Application for Grant from Crankstart**

List of board members, noting officers and affiliations

We are a City Department, and as such, do not have any board members.

San Francisco Public Defender Application for Grant from Crankstart

Bios for the key staff who will lead the work described in this proposal.

Rebecca Young, who is the Managing Attorney of Collaborative & Specialty Courts will design and lead the clinical program. Rebecca co-chairs the office's Racial Justice Committee and Bay Area Public Defenders for Racial Justice. She brings a wealth of trial, clinical teaching and community outreach experience to this position.

Rebecca is a biracial, bicultural woman born of an American mother and an immigrant father who came to the United States in 1948 to flee certain persecution in Shanghai, China. Rebecca's formative years were spent in Harlem where she learned that for a mixed kid there was safety in multiculturalism.

Rebecca's lifelong commitment to racial justice began when her family moved to an *all-white suburb* of NYC, and she witnessed her father being mocked by neighborhood kids, and along with her siblings personally endured daily racial taunts on the bus to middle school. These experiences formed a lightning bolt through her psyche that finally grounded itself in public defender work after she made her way to law school.

Rebecca obtained her undergraduate degree at San Francisco State University and obtained her JD from Golden Gate University. Prior to being recruited by Jeff Adachi in 2003, Rebecca was a death penalty research attorney in Contra Costa County, ran a successful private criminal defense trial practice and taught at New College School of Law.

At New College (1999 – 2003) Rebecca supervised the Criminal Defender Clinic until joining the SF Public Defender in May 2003. She designed a comprehensive skills training course for students who wanted litigation experience, wrote a handbook for the students, & inspired 3Ls in vigorous advocacy for clients charged with misdemeanors. She also taught the ethics of representation, attorney-client confidentiality, handling client conflicts, and professionally addressing prosecutorial misconduct.

**San Francisco Public Defender
Application for Grant from Crankstart**

Contact information for key community partners with whom you will collaborate

Rebecca has reached out to Bill Ong Hing and Lara Bazelon at USF School of Law about a collaboration. USF already has a well-developed clinical program structure in place, and it should not be too difficult to incorporate another one, especially one that would be geared to providing direct services to clients needing to remove employment barriers.

Additionally, Rebecca is working with two members of the San Francisco Police Department (Officer Raphael Rockwell and Tiffany Sutton (non-sworn) to hold Clean Slate Clinics in the Bayview and the Fillmore.

San Francisco Public Defender Application for Grant from Crankstart

Please see some recent examples of emails we routinely receive from clients seeking Clean Slate assistance. Client names and contact information have been removed.

Name *

Email *

Phone Number

Message

To whom it may concern:

Hello! My name is _____ After recently hearing Governor Newsom signed the bill no. 2147 (that expunges records of ex-con wildfire fighters), I wanted to take this opportunity to do so. I want to request my "rap sheet" as well as petition the court for my records to be expunged. I would like to become a firefighter if my records are expunged. Please let me know if you can help me. Thank you for your time.

Name *

Email *

Phone Number

Message

Hello, I have a civil record that i would like to be sealed. This is because the record appears in google search and i already lost jobs because of it. how can i do that. Thank you, _____

Name *

Email *

Phone Number

Message

Hello,

In March of 2014 my record was cleared through Project Clean slate. However, when I have undergone a background check it has come up for employment- I did not get the job and I was denied approval to purchase a firearm.

Is there another step needed to clear my record?

Name *

Email *

**Phone
Number**

Message

Hello,

I was referred to this department from ADA Ghafourpour regarding a case she was on in 2013 when she was my public defender. That arresting case number is 13661332. She informed me that this office can file a motion to seal this record pursuant to 851.90. I would like to do so. I'm currently applying for my state Guard Card with the the state of Arizona. They are showing that this case if still "open" when in fact it has been dismissed. Can you please file that motion and provide me with all the records and information I need to submit to the Arizona Department Of Public Safety?

Thank you,

Crankstart Foundation & Kelson Foundation Clean Slate Program

Cost Category	Budget
I. Personnel	\$ 285,000
8177 - Deputy Public Defender	\$ 126,698
8177 - Fringe & Benefits	\$ 38,854
8173 - Legal Assistant	\$ 82,784
8173 - Fringe & Benefits	\$ 36,664
Total	\$ 285,000

Grant Revenue	Amount
I. Crankstart Foundation	\$ 250,000
8177 - Deputy Public Defender @ 0.88FTE	\$ 111,138
8177 - Fringe & Benefits @ 0.88FTE	\$ 34,082
8173 - Legal Assistant @ 0.88FTE	\$ 72,618
8173 - Fringe & Benefits 0.88FTE	\$ 32,162
Total	\$ 250,000

II. Kelson Foundation	\$ 35,000
8177 - Deputy Public Defender @ 0.12FTE	\$ 15,560
8177 - Fringe & Benefits @ 0.12FTE	\$ 4,772
8173 - Legal Assistant @ 0.12FTE	\$ 10,166
8173 - Fringe & Benefits @ 0.12FTE	\$ 4,502
Total	\$ 35,000

CRANKSTART

To: San Francisco Public Defender's Office

Attention: Hadi Razzaq

From: Jackie Downing

Date: December 08, 2020

I am pleased to inform you that Crankstart has made a non-conditional grant to San Francisco Public Defender's Office in the amount of \$250,000 for the SF Public Defender Clean Slate Clinic. By depositing this payment, San Francisco Public Defender's Office agrees to:

- Use the grant funds solely for purposes that are consistent with the federal and state rules for tax exempt status.
- Provide no benefits or services to the foundation's board members or staff.
- Reference the foundation as "Crankstart" in any printed or published materials or correspondence.
- Submit a report to the foundation on the results of your work through our [online grants management portal](#) by July 31, 2021.
- Confirm by email when funds are received.

The foundation is honored to support San Francisco Public Defender's Office. Please email future correspondence to grants@crankstart.org. We prefer to receive all correspondence by email.

Thank you for your good work.

Best wishes,

Jackie Downing
Executive Director
Crankstart

KELSON

To: San Francisco Public Defender's Office

Attention: Hadi Razzaq

From: Jackie Downing

Date: December 15, 2020

I am pleased to inform you that the Kelson Foundation has made a non-conditional grant to San Francisco Public Defender's Office in the amount of \$35,000 for the clean slate program. By depositing this payment, San Francisco Public Defender's Office agrees to:

- Use the grant funds solely for purposes that are consistent with the federal and state rules for tax exempt status.
- Provide no benefits or services to the foundation's board members or staff.
- Reference the foundation as "Kelson" in any printed or published materials or correspondence.

The foundation is honored to support San Francisco Public Defender's Office. Kelson is part of a family of funds managed by Crankstart and so please email future correspondence to grants@crankstart.org. We prefer to receive all correspondence by email.

Thank you for your good work.

Best wishes,

Jackie Downing
Executive Director
Crankstart & Kelson

Auyong, Angela (PDR)

From: Jessica Sutton <jsutton@pfs-llc.net>
Sent: Thursday, December 10, 2020 4:00 PM
To: Auyong, Angela (PDR)
Subject: RE: Kelson Foundation grant

Hi Angela,

The Crankstart award is \$250,000 and the Kelson award is \$35,000. These are two separate grants/separate foundations but for the same project. Both grant terms can begin Jan 1 – Dec 31 with reports due July 31.

Let me know if you have any other questions.

Best,
Jessica

From: Auyong, Angela (PDR) <angela.auyong@sfgov.org>
Sent: Thursday, December 10, 2020 3:55 PM
To: Jessica Sutton <jsutton@pfs-llc.net>
Subject: RE: Kelson Foundation grant

Hi Jessica,

I hope you are doing well.

I am working on the accept and expend ordinance of the grant. We are so exciting about the opportunity that you provided us. We appreciate your support to our office and clients!

I have a couple of questions:

1. What is the grant start and end date?
2. To confirm: Kelson Foundation will give us \$35,000; Crankstart Foundation will award us \$215,000, so the total award is \$250,000.
3. Since Kelson Foundation is part of the Crankstart family of foundations, also based on the award letter from your email, can we treat this as one grantor who is the Crankstart Foundation for total award of \$250,000?

Thank you so much!

Angela

Angela Auyong | Office Manager

Office of the Public Defender | City & County of San Francisco

555 7th Street | San Francisco, CA 94103

Phone: (415) 553-1677 | Fax: (415) 553-1607 | Email: Angela.Auyong@sfgov.org

From: Jessica Sutton [<mailto:jsutton@pfs-llc.net>]

Sent: Tuesday, December 08, 2020 6:07 PM

To: Razzaq, Hadi (PDR) <hadi.razzaq@sfgov.org>

Cc: Auyong, Angela (PDR) <angela.auyong@sfgov.org>

Subject: Kelson Foundation grant

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hi Hadi,

The Kelson Foundation, which is part of the Crankstart family of foundations, has awarded the San Francisco Public Defender's Office a grant of \$35,000 for the clean slate program work that Crankstart has funded (Crankstart funding should arrive this week). I have attached the award letter for the recent Crankstart grant and will follow up once the wire transfer is processed.

Angela, can I use the same payment information to process this new grant from Kelson?

Thank you,

Jessica

Jessica Sutton | Senior Grants Manager

CRANKSTART

1660 Bush Street, Suite 300, San Francisco, CA 94109 | 415.561.6540 ext. 238

Pronouns: she/her

A partner of [Pacific Foundation Services](#)

Please note: In response to the current public health crisis, our offices remain closed and our team is balancing the various demands of working remotely. We appreciate your understanding that response times may be delayed.

TO: Angela Calvillo, Clerk of the Board of Supervisors

FROM: Manohar Raju, Public Defender

DATE: February 5, 2021

SUBJECT: Accept and Expend Ordinance for Subject Grant

GRANT TITLE: Crankstart and Kelson Foundation Clean Slate Program Grant

Attached please find the original* and one copy of each of the following:

Proposed grant ordinance; original* signed by Department, Mayor, Controller

Grant information form, including disability checklist

Grant budget

Grant application

Letter of Intent or grant award letter from funding agency

Ethics Form 126 (if applicable)

Contracts, Leases/Agreements (if applicable)

Other (Explain):

Special Timeline Requirements:

Departmental representative to receive a copy of the adopted ordinance:

Name: Angela Auyong

Phone: 415-553-1677

Interoffice Mail Address: 555 7th Street, San Francisco, CA 94103

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).

Introduction Form

By a Member of the Board of Supervisors or 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 inquiries"
- 5. City Attorney Request.
- 6. Call File No. from Committee.
- 7. Budget Analyst request (attached written motion).
- 8. Substitute Legislation File No.
- 9. Reactivate File No.
- 10. Topic 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 the Imperative Form.

Sponsor(s):

Subject:

The text is listed:

Signature of Sponsoring Supervisor:

For Clerk's Use Only