

(Effective July 2011)

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

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

1. Grant Title: HAVA Polling Place Accessibility Training Program
2. Department: Elections
3. Contact Person: John Arntz Telephone: 415 554 4348
4. Grant Approval Status (check one):  
☒ Approved by funding agency ☐ Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$60,380.03
6. a. Matching Funds Required: N/A  
b. Source(s) of matching funds (if applicable):
7. a. Grant Source Agency: U.S. Elections Assistance Commission  
b. Grant Pass-Through Agency (if applicable): California Secretary of State

8. Proposed Grant Project Summary: After Department personnel attend a mandatory training on polling place accessibility, the proposed grant project will provide funding for signage at polling places informing voters of accessible voting options. The signage will also inform voters they can vote outside the polling place and that poll workers will bring ballots or voting devices to the voters. The signage also provides voters with the method to directly contact the Department to request assistance at the polling places.

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

Start-Date: July 1, 2023      End-Date: June 30, 2025

10. a. Amount budgeted for contractual services: \$0  
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?  
d. Is this likely to be a one-time or ongoing request for contracting out?
11. a. Does the budget include indirect costs?  
[ ] Yes [X] No  
b. 1. If yes, how much? \$  
b. 2. How was the amount calculated?  
c. 1. If no, why are indirect costs not included?  
[X] 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? N/A

**\*\*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 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)           |   |

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:

Andy Pastalaniec  
(Name)

Manager, Precinct Services/ADA Coordinator  
(Title)

Date Reviewed: 3/15/2024

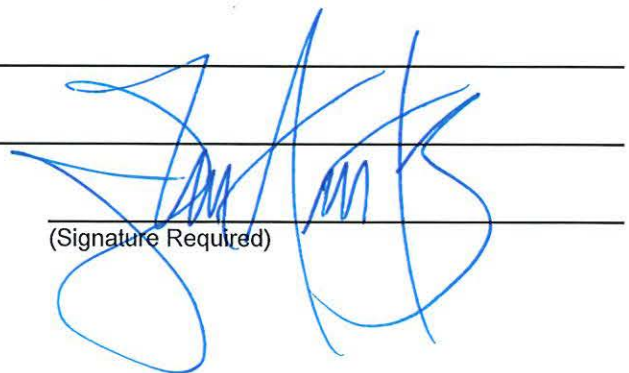
  
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

John Arntz  
(Name)

Director  
(Title)

Date Reviewed: 3/15/24

  
(Signature Required)