

**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: Northern California Apprentice Network Sustainability Grant
2. Department: Office of Economic and Workforce Development
3. Contact Person: Alesandra Lozano Telephone/Email: alesandra.lozano@sfgov.org
4. Grant Approval Status (check one):  

☒ Approved by funding agency
☐ Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$675,000
6. a. Matching Funds Required: N/A  
b. Source(s) of matching funds (if applicable): N/A
7. a. Grant Source Agency: The James Irvine Foundation  
b. Grant Pass-Through Agency (if applicable): N/A
8. Proposed Grant Project Summary: Sustainability of the Northern California Apprentice Network and regional tech apprenticeship coordination and expansion in partnership with the Bay Area Video Coalition and Bay Area Council.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:  

Start-Date: 10/11/2024
End-Date: 10/11/2027
10. a. Amount budgeted for contractual services: \$440,000  
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? N/A  
d. Is this likely to be a one-time or ongoing request for contracting out? One-time
11. a. Does the budget include indirect costs?  

☒ Yes
☐ No

b. 1. If yes, how much? \$65,000  
b. 2. How was the amount calculated? 10% of the budget  
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?

**\*\*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 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:

Armina Brown  
(Name)

Operations Manager  
(Title)

Date Reviewed: 12/19/2024 | 3:43 PM PST

DocuSigned by:  
Armina Brown  
958708D170304F1...  
(Signature Required)

**Department Head or Designee Approval of Grant Information Form:**

Sarah Dennis Phillips  
(Name)

Executive Director, Office of Economic and Workforce Development  
(Title)

Date Reviewed: 12/19/2024 | 3:24 PM PST

DocuSigned by:  
Sarah Dennis Phillips  
CFD077DC9F0E2478...  
(Signature Required)