

**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** Stacey Hoang, Finance Division Analyst  
**DATE:** March 23, 2015  
**SUBJECT:** Accept and Expend Resolution for Subject Grant  
**GRANT TITLE:** Vertiba In-kind Technical Assistance for SFDA Crime Strategies Unit

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Attached please find the original\* and 1 copy of each of the following:

X  Proposed grant resolution; original\* signed by Department, Mayor, Controller

X  Grant information form, including disability checklist

n/a  Grant budget

n/a  Grant application

X  Grant award letter from funding agency

n/a  Ethics Form 126 (if applicable)

n/a  Contracts, Leases/Agreements (if applicable)

X  Other (Explain): Statement of Work

**Special Timeline Requirements:**

Please schedule for the earliest available date.

**Departmental representative to receive a copy of the adopted resolution:**

Name: Sheila Arcelona

Phone: 415-734-3018

Interoffice Mail Address: Hall of Justice, Room 322

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).