

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:** FY2013 Lead Hazard Reduction Demonstration Grant Program
- 2. **Department:** Mayor's Office of Housing and Community Development
- 3. **Contact Person:** Sonia Delgado-Schaumberg Telephone: 415-701-5540

4. **Grant Approval Status (check one):**

Approved by funding agency Not yet approved

5. **Amount of Grant Funding Approved or Applied for:** \$3,000,000

6a. **Matching Funds Required:** \$930,000 over a three year grant period
b. **Source(s) of matching funds (if applicable):** Community Development Block Grant funds (76% of match) and in-kind support from the Department of Public Health (24% of match)

7a. **Grant Source Agency:** US Department of Housing and Urban Development
b. **Grant Pass-Through Agency (if applicable):** N/A

8. **Proposed Grant Project Summary:**

The award will be used to implement and administer the Mayor's Office of Housing and Community Development Lead Hazard Reduction Demonstration Grant Program. The program will provide grants to property owners to remediate lead-based paint hazards in pre-1978, privately owned housing for low-income families. The program also will provide outreach and education for the prevention of lead poisoning in children ages six and younger.

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

Start-Date: August 1, 2013 End-Date: July 31, 2016

10a. **Amount budgeted for contractual services:** \$329,200

b. **Will contractual services be put out to bid?** Yes

c. **If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?** Yes

d. **Is this likely to be a one-time or ongoing request for contracting out?** One-time

11a. **Does the budget include indirect costs?** Yes No

b1. **If yes, how much?** \$164,957.93 from the grant

b2. **How was the amount calculated?** The grantor allows a maximum of 15% of salary and fringe expenditures to be included for indirect costs.

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: HUD requires quarterly progress reports

****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 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 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 Flannery
(Name)

Environmental Compliance Manager
(Title)

Date Reviewed: _____ (Signature Required)

Department Head or Designee Approval of Grant Information Form:

Olson Lee
(Name)

Director
(Title)

Date Reviewed: _____ (Signature Required)