

File No. 220952

Committee Item No. 12

Board Item No. \_\_\_\_\_

# COMMITTEE/BOARD OF SUPERVISORS

## AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee

Date September 28, 2022

Board of Supervisors Meeting

Date \_\_\_\_\_

### Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

### OTHER (Use back side if additional space is needed)

<input type="checkbox"/>	<input type="checkbox"/>	_____
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<input type="checkbox"/>	<input type="checkbox"/>	_____

Completed by: Brent Jalipa

Date September 22, 2022

Completed by: Brent Jalipa

Date \_\_\_\_\_

1 [Accept and Expend Grant - Retroactive - David and Katherine deWilde - Summer Together  
2 Program - \$500,000]

3 **Resolution retroactively authorizing the Department of Children Youth and Their**  
4 **Families to accept and expend a grant in the amount of \$500,000 from David and**  
5 **Katherine deWilde to support community and school-based organizations that provide**  
6 **math and literacy programming for the Summer Together Program for the period of**  
7 **June 1, 2022, through September 30, 2022.**

8  
9 WHEREAS, The Department of Children Youth and Their Families (DCYF) applied for  
10 funding on behalf of the City and County of San Francisco for the David and Katherine  
11 deWilde Grant; and

12 WHEREAS, David and Katherine deWilde will distribute a grant of \$500,000 to the City  
13 and County of San Francisco for the support to community and school-based organizations to  
14 provide math and literacy programming for Summer Together Program June 1, 2022 through  
15 September 30, 2022; and

16 WHEREAS, Any interest earned on the grant funds will go to the funded activities; and

17 WHEREAS, The grant does not require an Annual Salary Ordinance Amendment; and

18 WHEREAS, DCYF proposes to maximize use of available grant funds on program  
19 expenditures by not including indirect costs in the grant budget; now, therefore, be it

20 RESOLVED, That the Board of Supervisors authorizes DCYF to accept and expend  
21 the grant of \$500,000 from David and Katherine deWilde for the support to community and  
22 school-based organizations to provide math and literacy programming; and, be it

23 FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of  
24 indirect costs in the grant budget; and, be it

1           FURTHER RESOLVED, That DCYF is hereby authorized to expend the interest  
2 income earned on this grant from David and Katherine deWilde; and, be it

3           FURTHER RESOLVED, That the Mayor, or alternatively the Executive Director of  
4 DCYF, is hereby authorized to act on behalf of the City and County of San Francisco in  
5 connection with the David and Katherine deWilde award, and to enter into, execute, and  
6 deliver any and all documents required or deemed necessary or appropriate to be awarded  
7 the David and Katherine deWilde award, and all amendments thereto, including the grant  
8 proposal for this funding and the Grant Agreement with David and Katherine deWilde; and, be  
9 it

10           FURTHER RESOLVED, That grant funds received hereunder shall not be used to  
11 supplant expenditures controlled by this body; and, be it

12           FURTHER RESOLVED, That the City and County of San Francisco agrees to abide by  
13 the terms and conditions of the Grant Agreement as set forth by David and Katherine  
14 deWilde; and, be it

15           FURTHER RESOLVED, That within thirty (30) days of the agreement being fully  
16 executed by all parties, DCYF shall provide a copy to the Clerk of the Board for inclusion into  
17 the official file.



**File Number:** 220952  
(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: **David and Katherine deWilde Summer Together Grant**
- 2. Department: **The Department of Children Youth and Their Families**
- 3. Contact Person: **Sherrice Dorsey** Telephone: **628-652-7146**
- 4. Grant Approval Status (check one):

Approved by funding agency                       Not yet approved

5. Amount of Grant Funding Approved or Applied for: **\$500,000**

- 6. a. Matching Funds Required: **No**
- b. Source(s) of matching funds (if applicable): **N/A**

- 7. a. Grant Source Agency: **David and Katherine deWilde**
- b. Grant Pass-Through Agency (if applicable): **N/A**

8. Proposed Grant Project Summary:

**The grant will be used to support community and school-based organizations to provide math and literacy programming for Summer Together Program.**

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

**This project is intended for June to September 2022.**

Start-Date: **June 1, 2022**    End-Date: **September 30, 2022**

- 10. a. Amount budgeted for contractual services: **\$500,000**
- b. Will contractual services be put out to bid? **No, existing contracts are in place for this service purpose.**
- 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? **N/A**
- b. 2. How was the amount calculated? **N/A**
- 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?

**The contract administration of the community-based organization has been operationalized within the existing contracts, therefore no indirect costs required.**

**12. Any other significant grant requirements or comments:**

**\*\*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: **The sites for the Summer Together programs are ADA compliant.**

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Anthony Tek

(Name)

Operations Assistant

(Title)

Date Reviewed: 8/3/2022

DocuSigned by:

*Anthony Tek*

(Signature Required)

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

Maria Su, Psy.D.

(Name)

Executive Director, Department of Children, Youth & Their Families

(Title)

Date Reviewed: 8/3/2022

DocuSigned by:

*Maria Su*

(Signature Required)

14 June 2022

Maria Su, Psy.D.  
Executive Director  
City and County of San Francisco, Department of Children, Youth and Their Families (DCYF)  
1390 Market Street, Suite 900  
San Francisco, CA 94102  
Tel: 415-554-3547

Dear Maria:

We are pleased to state our intention to make a grant or cause a grant to be made a of \$500,000 to San Francisco Department of Children, Youth, and Their Families (DCYF) to support 2022 Summer Together programming, which is intended to be gifted or caused upon signing the agreement and subject to a matching grant from Crankstart, a private charitable foundation.

We look forward to being informed about the progress of your work with San Francisco children and youth this summer.

After reviewing the enclosed agreement, please sign and return the original executed agreement to us.

Sincerely,

David and Katherine deWilde  
2650 Green Street  
San Francisco, CA 94123

The following Agreement applies to use of grants made or caused by David and Katherine deWilde (“Donors”) to City and County of San Francisco, Department of Children, Youth and Their Families (DCYF) (“Grantee”):

#### GRANT AMOUNT AND GRANT TERM

Donors intend to make a grant or cause a grant of \$500,000 to San Francisco Department of Children, Youth, and Their Families (DCYF) for 2022 Summer Together program (6/1/22-9/30/22).

This grant agreement does not represent, nor is it intended to create a legally binding pledge for the Donors, the Donors’ estate(s), or any other party to make a grant or any payment to the City and County of San Francisco or to DCYF.

#### GRANT PURPOSE

The grant is intended to be used to support expenses pertaining to math and literacy programming for Summer Together program for Summer 2022. Donors expect that any earnings with respect to the grant funds be used to support Summer Together 2022 activities.

#### GOALS

1. DCYF is expected to allocate “Summer Together” funding to community and school-based organizations to support summer programming that focuses on literacy and math support, academic supports, social/emotionally learning, behavioral and mental health support, career/college supports, and enrichment and physical activities.
2. DCYF is expected to provide over 25,000 summer slots to highest priority and hardest to reach youth which includes foster care, public housing/SRO, underhoused/homeless, low income Asian, African American, Latinx and Pacific Islander youth.

#### REPORTING

Submit the following items according to the stated deadlines:

- Updated organizational profile and goals due June 30, 2022 by email to Alyssa Moore at Open Impact: amoore@openimpact.io
- Progress report due November 15, 2022
- Final evaluation by external evaluator due February 15, 2023

#### GRANT DISBURSEMENT

Donors intend to make the grant or cause that the grant be distributed once the agreement is signed.

#### TERMS



- Only use the grant funds to provide grants to organizations recognized by the Internal Revenue Service as public charities.
- Grantee hereby irrevocably and unconditionally agrees, to the fullest extent permitted by law, to defend, indemnify, and hold harmless the Donors and agents, and all of the Donors' related entities from and against any and all claims, liabilities, losses and expenses (including reasonable attorney's fees) directly, indirectly, wholly or partially arising from or in connection with the grant, or in any way relating to the subject of this Agreement. This paragraph shall survive the termination of this Agreement.

#### MEDIA AND PUBLICITY

Please refer to the Donors as "David and Katherine deWilde" in all written materials including annual reports and donor lists on your website. We kindly request that you do not announce the grant on social media (e.g., Twitter, Facebook) or issue a press release.

We are honored to support your work. Should you have any questions regarding this grant, please let us know.

Sincerely,



David deWilde



Katherine deWilde

Maria Su,  
Authorized Signatory of San Francisco Department of Children, Youth, and Their Families

Date

## Grant Budget

Budget Line Item	Amount
Community Based Organization Services	500,000
<b>Total</b>	<b>500,000</b>



## San Francisco Ethics Commission

25 Van Ness Avenue, Suite 220, San Francisco, CA 94102

Phone: 415.252.3100 . Fax: 415.252.3112

[ethics.commission@sfgov.org](mailto:ethics.commission@sfgov.org) . [www.sfethics.org](http://www.sfethics.org)

Received On:

File #: 220952

Bid/RFP #:

### Notification of Contract Approval

SFEC Form 126(f)4

(S.F. Campaign and Governmental Conduct Code § 1.126(f)4)

A Public Document

Each City elective officer who approves a contract that has a total anticipated or actual value of \$100,000 or more must file this form with the Ethics Commission within five business days of approval by: (a) the City elective officer, (b) any board on which the City elective officer serves, or (c) the board of any state agency on which an appointee of the City elective officer serves. For more information, see: <https://sfethics.org/compliance/city-officers/contract-approval-city-officers>

#### 1. FILING INFORMATION

<b>TYPE OF FILING</b>	<b>DATE OF ORIGINAL FILING (for amendment only)</b>
Original	
<b>AMENDMENT DESCRIPTION – Explain reason for amendment</b>	

#### 2. CITY ELECTIVE OFFICE OR BOARD

<b>OFFICE OR BOARD</b>	<b>NAME OF CITY ELECTIVE OFFICER</b>
Board of Supervisors	Members

#### 3. FILER'S CONTACT

<b>NAME OF FILER'S CONTACT</b>	<b>TELEPHONE NUMBER</b>
Angela Calvillo	415-554-5184
<b>FULL DEPARTMENT NAME</b>	<b>EMAIL</b>
office of the clerk of the Board	Board.of.Supervisors@sfgov.org

#### 4. CONTRACTING DEPARTMENT CONTACT

<b>NAME OF DEPARTMENTAL CONTACT</b>	<b>DEPARTMENT CONTACT TELEPHONE NUMBER</b>
Mendy Ma	628-652-7143
<b>FULL DEPARTMENT NAME</b>	<b>DEPARTMENT CONTACT EMAIL</b>
CHF Dept of Children Youth & Their Families	mendy.ma@dcyf.org

5. CONTRACTOR	
<b>NAME OF CONTRACTOR</b> David and Katherine dewilde	<b>TELEPHONE NUMBER</b> 650-347-7124
<b>STREET ADDRESS (including City, State and Zip Code)</b> 2650 Green Street San Francisco, CA 94123	<b>EMAIL</b> amoore@openimpact.io

6. CONTRACT		
<b>DATE CONTRACT WAS APPROVED BY THE CITY ELECTIVE OFFICER(S)</b>	<b>ORIGINAL BID/RFP NUMBER</b>	<b>FILE NUMBER (If applicable)</b> 220952
<b>DESCRIPTION OF AMOUNT OF CONTRACT</b> \$500,000		
<b>NATURE OF THE CONTRACT (Please describe)</b> This is for the David and Katherine dewilde grant. David and Katherine dewilde will distribute a grant of \$500,000 to the City and County of San Francisco for the support to community and school-based organizations to provide math and literacy programming for Summer Together Program June 1, 2022 to September 30, 2022.		

7. COMMENTS

8. CONTRACT APPROVAL	
This contract was approved by:	
<input type="checkbox"/>	THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM
<input checked="" type="checkbox"/>	A BOARD ON WHICH THE CITY ELECTIVE OFFICER(S) SERVES Board of Supervisors
<input type="checkbox"/>	THE BOARD OF A STATE AGENCY ON WHICH AN APPOINTEE OF THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM SITS

**9. AFFILIATES AND SUBCONTRACTORS**

List the names of (A) members of the contractor’s board of directors; (B) the contractor’s principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
1	dewilde	David	Shareholder
2	dewilde	Katherine	Shareholder
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#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
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**9. AFFILIATES AND SUBCONTRACTORS**

List the names of (A) members of the contractor’s board of directors; (B) the contractor’s principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
39			
40			
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Check this box if you need to include additional names. Please submit a separate form with complete information. Select “Supplemental” for filing type.

**10. VERIFICATION**

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information I have provided here is true and complete.

**I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.**

<p><b>SIGNATURE OF CITY ELECTIVE OFFICER OR BOARD SECRETARY OR CLERK</b></p>  <p>BOS Clerk of the Board</p>	<p><b>DATE SIGNED</b></p>
---	---------------------------

**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** The Department of Children Youth and Their Families  
**DATE:** September 7, 2022  
**SUBJECT:** Accept and Expend Resolution for Subject Grant  
**GRANT TITLE:** San Francisco Foundation Summer Together Grant

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

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

Grant information form, including disability checklist

Grant budget

Grant application

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 resolution:**

Name: Sherrice Dorsey

Phone: 628-652-7146

Interoffice Mail Address: **DCYF**

**1390 Market Street, Suite 900, 9<sup>th</sup> floor, SF CA  
94102**

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).



**From:** [Conine-Nakano, Susanna \(MYR\)](#)  
**To:** [BOS Legislation, \(BOS\)](#)  
**Cc:** [Paulino, Tom \(MYR\)](#); [Burbage, Heidi \(CHF\)](#); [Ma, Mendy \(CHF\)](#); [Mariano, Eileen \(MYR\)](#)  
**Subject:** Mayor -- Resolution -- David and Katherine deWilde -- Summer Together Program  
**Date:** Tuesday, September 6, 2022 4:33:00 PM  
**Attachments:** [Mayor -- Resolution -- David and Katherine deWilde -- Summer Together Program.zip](#)

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Hello Clerks,

Attached for introduction to the Board of Supervisors is a resolution retroactively authorizing the Department of Children Youth and Their Families to accept and expend a grant in the amount of \$500,000 from David and Katherine deWilde for the support to community and school-based organizations to provide math and literacy programming for Summer Together Program for June 1, 2022 to September 30, 2022.

Please let me know if you have any questions.

Best,  
Susanna

Susanna Conine-Nakano  
Office of Mayor London N. Breed  
City & County of San Francisco  
1 Dr. Carlton B. Goodlett Place, Room 200  
San Francisco, CA 94102  
415-554-6147