

File No. 140125

Committee Item No. \_\_\_\_\_

Board Item No. 20

**COMMITTEE/BOARD OF SUPERVISORS**  
AGENDA PACKET CONTENTS LIST

Committee \_\_\_\_\_

Date \_\_\_\_\_

Board of Supervisors Meeting

Date February 25, 2014

**Cmte Board**

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget Analyst Report
- Legislative Analyst Report
- Introduction Form (for hearings)
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Budget and Budget Justification
- Subcontract Budget
- Contract/Agreement
- Agreement/Award Letter
- Application
- Public Correspondence

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

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

Completed by: Joy Lamug

Date February 20, 2014

Completed by: \_\_\_\_\_

Date \_\_\_\_\_

An asterisked item represents the cover sheet to a document that exceeds 20 pages. The complete document is in the file.

1 [Apply for Grants - California Department of Resources Recycling and Recovery  
2 Funds]

3 **Resolution authorizing the Department of the Environment to submit**  
4 **applications for a used oil recycling competitive grant, and all grants offered by**  
5 **California Department of Resources Recycling and Recovery, for the purpose**  
6 **of advancing zero waste, and safely managing and reducing household**  
7 **hazardous waste and used motor oil.**

8  
9 WHEREAS, Public Resources Code, Sections 40000 et.seq., authorize the  
10 California Department of Resources Recycling and Recovery (CalRecycle) to  
11 administer various grant programs in furtherance of the State of California's efforts to  
12 reduce, recycle and reuse solid waste, thereby preserving landfill capacity and  
13 protecting public health and safety and the environment; and

14 WHEREAS, CalRecycle's procedures for administering grant programs require  
15 an applicant's governing body to declare by resolution certain authorizations related  
16 to the administration of the grant; now, therefore be it

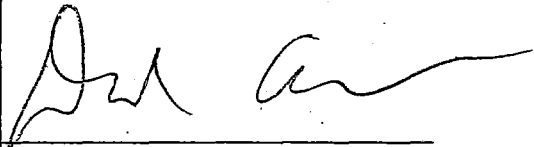
17 RESOLVED, That the Board of Supervisors hereby authorizes the Director of  
18 the Department of the Environment, or a designee, to apply for all available  
19 CalRecycle grants; and, be it

20 FURTHER RESOLVED, That the Board of Supervisors hereby authorizes the  
21 Director of the Department of Environment, or a designee, to execute in the name of  
22 the City and County of San Francisco all documents, including but not limited to,  
23 applications, contracts, payment requests, agreements, annual reports (including  
24 expenditure reports) and amendments hereto for the purposes of securing grant  
25

1 funds and to implement and carry out the purposes specified in the program  
2 application; and be it

3 FURTHER RESOLVED, That, to meet CalRecycle's requirement that San  
4 Francisco's governing body approve the submission of funding applications, the  
5 Board of Supervisors authorizes the submission of an application to CalRecycle for  
6 all available grants and payments, and this authorization shall remain in effect for five  
7 (5) years from February 15, 2014.

8  
9  
10 Recommended:

11   
12 \_\_\_\_\_

13 Department Head

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Approved:   
Mayor

**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** The Department of the Environment  
**DATE:** 02/05/14  
**SUBJECT:** Apply Resolution for Subject Grant  
**GRANT TITLE:** CalRecycle Grants for Zero Waste and Toxics Reduction

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Attached please find the original and 4 copies 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
- Other (Explain):

**Special Timeline Requirements:**

Resolution must be approved before February 20, 2014

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

Name: Rachel Buerkle

Phone: 415-355-3704

Interoffice Mail Address:

Certified copy required Yes

No X

(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).

**File Number:**

(Provided by Clerk of Board of Supervisors)

**D-R-A-F-T**

**Grant Information Form**

(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to apply for and accept and expend grant funds.

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

1. Grant Title: CalRecycle Used Oil Competitive Grant UOC-Cycle 1
2. Department: Department of the Environment
3. Contact Person: Rachel Buerkle Telephone: (415) 355-3704
4. Grant Approval Status (check one):
 

Approved by funding agency                       Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$64,953.00
- 6a. Matching Funds Required: None
  - b. Source(s) of matching funds (if applicable): Not Applicable
- 7a. Grant Source Agency: California Department of Resources Recycling and Recovery
  - b. Grant Pass-Through Agency (if applicable): Not Applicable
8. Proposed Grant Project Summary: To increase safe disposal of used motor oil and filters and decrease illegal dumping waste on City streets through public education campaign (outdoor public art projects with local muralists, public library presentations, Burton High School Used Oil Photo Mapping Project in collaboration with Litterati.org, and promote reporting to San Francisco's 311).
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
 

Start-Date: April 15, 2014    End-Date: April 15, 2016
10. Number of new positions created and funded: None
11. If new positions are created, explain the disposition of employees once the grant ends? Not Applicable.
- 12a. Amount budgeted for contractual services: \$42,000
  - 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 MBE/WBE requirements? Yes.
  - d. Is this likely to be a one-time or ongoing request for contracting out? One-time request.
- 13a. Does the budget include indirect costs?                       Yes                       No
  - b1. If yes, how much?                      \$6,593

b2. How was the amount calculated? The amount allowed by the funding source is 10%.

c. 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):

14. Any other significant grant requirements or comments:

**\*\*Disability Access Checklist\*\***

15. This Grant is intended for activities at (check all that apply):

Existing Site(s)

Existing Structure(s)

Existing Program(s) or Service(s)

Rehabilitated Site(s)

Rehabilitated Structure(s)

New Program(s) or Service(s)

New Site(s)

New Structure(s)

16. The Departmental ADA Coordinator and/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 access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: \_\_\_\_\_  
(Name)

Date Reviewed: \_\_\_\_\_

Department Approval: David Assmann  
(Name)

Acting Director  
(Title)

\_\_\_\_\_  
(Signature)



**SF Environment**  
**Our home. Our city. Our planet.**  
A Department of the City and  
County of San Francisco

**Rachel C. Buerkle**  
Senior Administrative Analyst

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[SFEnvironment.org](http://SFEnvironment.org)



1455 Market Street, Suite 1200, San Francisco, CA 94103

This card was printed on 100% post-consumer recycled paper.

OFFICE OF THE MAYOR  
SAN FRANCISCO



EDWIN M. LEE  
MAYOR

TO: Angela Calvillo, Clerk of the Board of Supervisors  
FROM: *Edwin M. Lee* Mayor Edwin M. Lee  
RE: Apply for Grants - California Department of Resources Recycling  
(CalRecycle) Funds  
DATE: February 11, 2014

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Attached for introduction to the Board of Supervisors is the resolution authorizing the Department of the Environment to submit applications for a used oil recycling competitive grant and all grants offered by CalRecycle for the purpose of advancing zero waste and safely managing and reducing household hazardous waste and used motor oil.

I request that this item be referred for adoption without committee reference.

Should you have any questions, please contact Jason Elliott (415) 554-5105.

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
FEB 11 PM 2:59  
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