

File No. 100741

Committee Item No. 24

Board Item No. 47

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee BUDGET AND FINANCE

Date 6/21/10

Board of Supervisors Meeting

Date 6/29/10

Cmte Board

- | | | |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form (for hearings) |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER

(Use back side if additional space is needed)

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Completed by: Gail Johnson

Date 6/18/10

Completed by: [Signature]

Date 6/24/10

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.

01/10/10

1 [Accept and Expend Grant - Human Service Agency's Temporary Assistance to Needy Families
2 Emergency Contingency Fund - \$153,741,681]

3 **Ordinance amending the FY2010-2011 Annual Salary Ordinance**

4 **(File No. 090778) to reflect the addition of temporary salaries of \$22,698,000 and**
5 **authorizing the Human Services Agency to retroactively accept and expend a grant not**
6 **to exceed the amount of \$52,038,115 from the United States Department of Health and**
7 **Human Services, as part of the American Recovery and Reinvestment Act of 2009, to**
8 **support the Mayor's Jobs NOW Program, and authorizing the Human Services Agency**
9 **to accept and expend an additional grant not to exceed \$101,793,566 \$101,703,566**
10 **pending final approval by the U.S. Congress to extend federal funding beyond**
11 **September 30, 2010, for a total amount not to exceed \$153,741,681; placing \$101,703,566**
12 **on Controller's reserve.**

13
14 NOTE: Additions are *single-underline italics Times New Roman*;
15 deletions are *strike-through italics Times New Roman*.
16 Board amendment additions are double-underlined;
Board amendment deletions are ~~strikethrough-normal~~.

17 Be it ordained by the People of the City and County of San Francisco:

18 Section 1. **Grant-funded Positions; Amendment to FY 2010-2011 Annual Salary**
19 **Ordinance.**

20 The hereinafter designated section and item of the Annual Salary Ordinance, FY 2010-
21 2011 is hereby amended so that the same shall read as follows:

22 Department: DSS-Dept 45

23 Program: CAK

24 Subfund: 2S-HWF-ARA

25 Index Code: 45ESAR

Mayor Newsom
BOARD OF SUPERVISORS

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<u>Amendment</u>	<u># of Pos.</u>	<u>Class and Item No.</u>	<u>Compensation Schedule</u>
<u>Add:</u>	<u>302.64 FTE</u>	<u>9910 Public Service Trainee</u>	<u>\$0 B \$0</u>

Section 2. Authorization to Accept and Expend Funds.

The United States Department of Health and Human Services provides funds to the City and County of San Francisco, through the California Department of Social Services, to operate the California Work Opportunity and Responsibility to Kids (CalWORKs) Program. CalWORKs funds include local and state dollars as well as federal Temporary Aid to Needy Families (TANF) dollars. With the passage of the American Recovery and Reinvestment Act of 2009 (ARRA), Congress created the TANF Emergency Contingency Fund (ECF) and expanded the kinds of expenses that can be reimbursed with TANF funds. The Human Services Agency is now able to claim reimbursement for expenses associated with subsidized employment programs and related ancillary services for current and former recipients of CalWORKs aid and for families earning income less than 200% of the Federal Poverty Level. TANF is an eligibility-based public assistance program and employers providing work to eligible individuals under the Jobs NOW Program are program participants, and not contractors or grantees subject to traditional contracting requirements imposed by the City and County of San Francisco.

In Fiscal Year 2009-2010, the Board of Supervisors authorized the Human Services Agency to accept and expend grant funds for the Jobs NOW Program. Currently the provision of federal TANF ECF funds for Jobs NOW is scheduled to sunset September 30, 2010. However, the TANF ECF program is expected to receive additional Congressional authority through September 2011. This Ordinance would extend the authority of the Human Services

Mayor Newsom
BOARD OF SUPERVISORS

1 Agency to accept and expend \$153,741,681 in Fiscal Year 2010-11, including \$52,038,115
2 until September 30, 2010 and an additional ~~\$101,793,566~~ \$101,703,566 through June 30,
3 2011, upon confirmation of the federal extension of the TANF ECF. The Department
4 proposes to maximize use of available grant funds on program expenditures by not including
5 indirect costs in the grant budget.

6 The Board of Supervisors hereby places \$101,703,566 on Controller's reserve,
7 pending receipt of confirmation of the funding.

8
9 APPROVED AS TO FORM:
10 DENNIS J. HERRERA, City Attorney

APPROVED AS TO CLASSIFICATION:
DEPARTMENT OF HUMAN RESOURCES

11 By: (See File for Signature
12 Jennifer Williams
13 Deputy City Attorney

By: Micki Callahan, Director
Department of Human Resources

14 RECOMMENDED:

15
16 Trent Rhorer, Executive Director
17 Human Services Agency

18
19 APPROVED:

20
21 Gavin Newsom
22 Mayor

Ben Rosenfield
23 Controller

24
25 Mayor Newsom
BOARD OF SUPERVISORS

File Number: 100741
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective July 2006)

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

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

1. Grant Title: TANF Emergency Contingency Fund (ECF), as part of the American Recovery and Reinvestment Act (ARRA) of 2009

2. Department: Human Services Agency

3. Contact Person: Phil Arnold Telephone: 557-5641

4. Grant Approval Status (check one):

The federal American Recovery and Reinvestment Act of 2009 expanded the types of expenses that can be reimbursed with federal Temporary Aid to Needy Families (TANF) funds. There will be no grant award as the funding source is effectively uncapped and HSA will claim these new expenditures through the regular state claiming process.

Approved by funding agency

Not yet approved

5. Amount of Grant Funding Approved or Applied for: \$153,741,681

6a. Matching Funds Required: \$0 in City General Fund

b. Source(s) of matching funds (if applicable):

Matching funds totaling 20% of total program costs will come from expenses incurred by the employers providing subsidizing employment opportunities.

7a. Grant Source Agency: U.S. Department of Health and Human Services

b. Grant Pass-Through Agency (if applicable): California Department of Social Services

8. Proposed Grant Project Summary:

Requested funds will support subsidized employment and related ancillary services for current and former CalWORKs recipients and families earning income less than 200% of the Federal Poverty Level.

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

Start-Date: July 1, 2010

End-Date: June 30, 2011

10. Number of new positions created and funded: 0

11. Explain the disposition of employees once the grant ends?

12a. Amount budgeted for contractual services: \$120,649,401

b. Will contractual services be put out to bid? Already bid.

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? No.

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

13. a. Does the budget include indirect costs? Yes No

b. 1. If yes, how much?
2. How was the amount calculated?

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):

2. If no, indirect costs are included, what would have been the indirect costs?

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: Noelle Simmons
(Name)

Date Reviewed: 5/28/10

Department Approval: Phil W. Arnold Deputy Director
(Name) (Title)

(Signature) [Handwritten Signature]

Jobs Now Expenditures

Subsidized Employment		July 1, 2010 September 30, 2010		October 1, 2010 June 30, 2011		FY 10-11 Direct Costs	
Character	Subsubject	Index Code	Grant Code	Program	FY 10-11 Direct Costs	FY 10-11 Direct Costs	FY 10-11 Direct Costs
Transitional Employment Program							
038	03801	45ESAR	SSERAR	Transitional Employment Program Contracts	\$1,516,584	\$3,033,169	\$4,549,763
021	02711	45ESAR	SSERAR	Transitional Employment Program Payrolling	\$5,662,020	\$9,629,100	\$15,291,120
038	03801	45ESAR	SSERAR	Work Study	\$3,275,220	\$6,357,780	\$9,633,000
Public Service Trainee Program							
001	TEMPM	45ESAR	SSERAR	PST Expenses (salaries)	\$6,691,853	\$12,402,547	\$19,094,400
013	01300	45ESAR	SSERAR	PST Expenses (fringe)	\$3,011,334	\$5,581,146	\$8,592,480
001	TEMPM	45ESAR	SSERAR	Summer Youth program	\$740,124	\$740,124	\$1,480,248
Wage Subsidy (Private Sector Employers)							
021	02711	45ESAR	SSERAR	Subsidized Private Employment Wages	\$29,012,880	\$59,732,400	\$88,745,280
Administration and Ancillary							
001	TEMPM	45ESAR	SSERAR	Administrative Positions Salaries	\$785,400	\$2,818,200	\$3,603,600
013	01300	45ESAR	SSERAR	Administrative Positions Fringe	\$392,700	\$1,409,100	\$1,801,800
Subsidized Employment Subtotal					\$51,088,115	\$101,703,566	\$152,791,681

Non-Recurrent Benefits		July 1, 2010 September 30, 2010		October 1, 2010 June 30, 2011		FY 10-11 Direct Costs	
Character	Subsubject	Index Code	Grant Code	Program	FY 10-11 Direct Costs	FY 10-11 Direct Costs	FY 10-11 Direct Costs
038	03801	45ESAR	SSERAR	School Supplies Program	\$950,000	\$0	\$950,000
Non-Recurrent Benefits Subtotal					\$950,000	\$0	\$950,000
TOTAL					\$52,038,115	\$101,703,566	\$153,741,681



TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: *for* Mayor Gavin Newsom *GT*
RE: Accept and Expend Federal State Pass Through Grant – Human Service Agency's Temporary Assistance to Needy Families (TANF) Emergency Contingency Fund - \$153,741,681
DATE: June 1, 2010

Dear Madame Clerk:

Attached for introduction to the Board of Supervisors is the ordinance amending the Fiscal Year 2010-2011 Annual Salary Ordinance (File No.) to reflect the addition of temporary salaries of \$22,698,000 and authorizing the Human Services Agency to retroactively accept and expend a grant not to exceed the amount of \$52,038,115 from the United States Department of Health and Human Services, as part of the American Recovery and Reinvestment Act of 2009, to support the Mayor's Jobs NOW Program, and authorizing the Human Services Agency to accept and expend an additional grant not to exceed \$101,793,566 pending final approval by the U.S. Congress to extend federal funding beyond September 30, 2010, for a total amount not to exceed \$153,741,681.

I request that this item be calendared in Budget and Finance Committee.

Should you have any questions, please contact Starr Terrell (415) 554-5262.

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2010 JUN - 1 PM 3: 03
BY *pc*

142001
30

FORM SFEC-126:
NOTIFICATION OF CONTRACT APPROVAL
(S.F. Campaign and Governmental Conduct Code § 1.126)

City Elective Officer Information <i>(Please print clearly.)</i>	
Name of City elective officer(s): SF Board of Supervisors	City elective office(s) held: Members, SF Board of Supervisors
Contractor Information <i>(Please print clearly.)</i>	
Name of contractor: Acumen Fiscal Agent LLC	
Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary. 1) This company is an LLC and is managed by Laurel, Jensen and Von, LLC 2) CEO – Randy Auer, CFO – Kathleen Scharr, COO – Carvin Wilson 3) Laurel, Jensen and Von, LLC 4) N/A 5) N/A	
Contractor address: 1358 W Business Park Drive, Orem, UT 84059	
Date that contract was approved:	Amount of contract: Not Yet Known
Describe the nature of the contract that was approved: Financial Management Services	
Comments:	

This contract was approved by (check applicable):

- the City elective officer(s) identified on this form
- a board on which the City elective officer(s) serves San Francisco Board of Supervisors
Print Name of Board
- the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits
- _____
Print Name of Board

Filer Information <i>(Please print clearly.)</i>	
Name of filer:	Contact telephone number: 0
Address:	E-mail:

Signature of City Elective Officer (if submitted by City elective officer)

Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

Date Signed

