

File No. 200620

Committee Item No. 8

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

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date July 8, 2020

Board of Supervisors Meeting

Date July 14, 2020

#### Cmte Board

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/>            | Motion                                       |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Resolution                                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Budget and Legislative Analyst Report        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Youth Commission Report                      |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Introduction Form                            |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/>            | MOU  |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Information Form                       |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Contract/Agreement                           |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Form 126 – Ethics Commission                 |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Award Letter                                 |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Application                            |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Public Correspondence                        |

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

<input type="checkbox"/>	<input type="checkbox"/>	_____
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Completed by: Linda Wong

Date July 2, 2020

Completed by: Linda Wong

Date July 9, 2020

1 [Accept and Expend Grant - Retroactive - California Employment Development Department -  
2 United States Department of Labor - COVID-19 National Dislocated Worker Grant - \$800,000]

3 **Resolution retroactively authorizing the Office of Economic and Workforce**  
4 **Development to accept and expend a grant in the amount of \$800,000 from the**  
5 **California Employment Development Department, a recipient of the grant award from**  
6 **the United States Department of Labor, for the COVID-19 National Dislocated Worker**  
7 **Grant during the grant period of April 10, 2020, to March 31, 2022.**

8  
9 WHEREAS, The Administrative Code requires City departments to obtain Board of  
10 Supervisors' approval to accept or expend any grant funds (Section 10.170 et seq.); and

11 WHEREAS, The United States Department of Labor released emergency Workforce  
12 Innovation and Opportunity Act (WIOA) National Dislocated Worker Grants to support the  
13 workforce in response to the COVID-19 pandemic and nationwide shelter-in-place orders; and

14 WHEREAS, The California Employment Development Department is a pass-through  
15 entity for the United States Department of Labor; and

16 WHEREAS, The Office of Economic and Workforce Development proposed expanding  
17 San Francisco's public workforce development system to respond to an additional 252  
18 dislocated workers impacted by COVID-19; and

19 WHEREAS, The California Employment Development Department awarded the Office  
20 of Economic and Workforce Development \$800,000 of federal WIOA funds to support  
21 dislocated workers; and

22 WHEREAS, The grant does not require an Annual Salary Ordinance amendment; and

23 WHEREAS, The grant budget includes provision for indirect costs of \$80,000; now,  
24 therefore, be it

1           RESOLVED, That the California Employment Development Department may fund the  
2 Office of Economic and Workforce Development; and, be it

3           RESOLVED, That the Office of Economic and Workforce Development is responsible  
4 for the oversight of WIOA funding for the City and County of San Francisco; and, be it

5           FURTHER RESOLVED, That the Board of Supervisors hereby authorizes the Office of  
6 Economic and Workforce Development to accept and expend, on behalf of the City and  
7 County of San Francisco, a grant from the California Employment Development Department  
8 for WIOA National Dislocated Workers in the amount of \$800,000; and, be it

9           FURTHER RESOLVED, That the Director of the Office of Economic and Workforce  
10 Development is authorized to enter into the Agreement on behalf of the City.

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**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: COVID-19 National Dislocated Worker Grant
2. Department: Office of Economic and Workforce Development
3. Contact Person: Lisa Pagan Telephone: (415) 554-6936
4. Grant Approval Status (check one):  
 Approved by funding agency  Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$800,000.00
6. a. Matching Funds Required: \$0  
b. Source(s) of matching funds (if applicable): N/A
7. a. Grant Source Agency: United States Department of Labor  
b. Grant Pass-Through Agency (if applicable): California Employment Development Department
8. Proposed Grant Project Summary:  
OEWD, in partnership with State of California Employment Development Department, will expand the public workforce development system to respond to a surge in unemployment due to COVID-19.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:  
Start-Date: April 10, 2020 End-Date: March 31, 2022
10. a. Amount budgeted for contractual services: \$720,000  
b. Will contractual services be put out to bid? No  
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? \$80,000  
b. 2. How was the amount calculated? 10% admin cap  
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? N/A
12. Any other significant grant requirements or comments: N/A

**\*\*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 checked="" type="checkbox"/> Existing Site(s) | <input checked="" 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:

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

Alfredo Fajardo  
(Name)

Workforce Programs Compliance Officer  
(Title)

Date Reviewed: 5/27/2020 | 5:02 PM PDT

DocuSigned by:  
Alfredo Fajardo  
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Joaquín Torres  
(Name)

Director, Office of Economic and Workforce Development  
(Title)

Date Reviewed: 5/28/2020 | 6:09 AM PDT

DocuSigned by:  
Joaquín Torres  
(Signature Required)

<b>COVID-19 National Dislocated Worker Grant (April 10, 2020 - March 31, 2022)</b>	
<b>Budget Item</b>	<b>Total</b>
<b><u>OEWD:</u></b>	
Overhead Indirect Costs	\$ 80,000.00
<b>Total OEWD Cost</b>	<b>\$ 80,000.00</b>
<b><u>Contractual:</u></b>	
City Grant Program - Reemployment Services	\$ 720,000.00
<b>Total Contract Cost</b>	<b>\$ 720,000.00</b>
<b>Total Budget</b>	<b>\$ 800,000.00</b>



FJ

gov&gt;

Fri 5/15/2020 3:04 PM

Hand, Jennifer (ECN) +3 others

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Good Afternoon San Francisco Office of Economic and Workforce Development,

The Employment Development Department (EDD) has been awarded \$11.655 million for an Employment Recovery National Dislocated Worker Grant (NDWG) to address the layoffs resulting from COVID-19 and the associated stay at home orders. This grant provides funding for workforce development services.

San Francisco Office of Economic and Workforce Development has been awarded \$800,000 to participate in this grant, in partnership with the EDD.

As was reviewed in the 2020 CA COVID Employment Recovery NDWG Project Launch Webinar, the next step will be to complete your exhibit packages, due to your EDD Project Manager, Sonja Crawford, on Wednesday, May 27<sup>th</sup>, 2020 in order to expedite the execution of your subgrant agreement. 50 percent of the awarded funds will be made available for draw down as soon as possible, estimated mid to late next week, with the remaining funds becoming available after the approval of your exhibit packages and the full execution of your subgrant agreement.

We appreciate your participation in these efforts to assist our California communities in recovering from the unprecedented impact of COVID-19.

If you have questions while completing your exhibits, please do not hesitate to reach out to Sonja Crawford at [Sonja.Crawford@edd.ca.gov](mailto:Sonja.Crawford@edd.ca.gov).

For other questions, you can also contact members of the NDWG Management Team.

Jennifer Fischer, Project Management Group Manager

(916) 639-0341

[Jennifer.Fischer@edd.ca.gov](mailto:Jennifer.Fischer@edd.ca.gov)

Michael McDonald, NDWG Unit Manager

(916) 916-304-5370

[Michael.McDonald@edd.ca.gov](mailto:Michael.McDonald@edd.ca.gov)

Thank You,

**Jennifer Fischer**

Staff Services Manager II, Project Management Group

Central Office Workforce Services Division, MIC 50

Workforce Services Branch

916-654-9983 Desk

916-639-0341 Cell – Primary number at this time

[jennifer.fischer@edd.ca.gov](mailto:jennifer.fischer@edd.ca.gov)

State of California

**Employment Development Department**

PO Box 826880, Sacramento, CA 94280

[www.edd.ca.gov](http://www.edd.ca.gov)



## Concept Paper – COVID-19 EMPLOYMENT RECOVERY NDWG

### Proposed National Dislocated Worker Grant (NDWG)

This Employment Recovery NDWG will provide Workforce Development Services for Dislocated Workers who were laid off as a result of the Coronavirus 2019 (COVID) Pandemic Response. This includes all workers who were laid off for any of the following reasons: 1) actual COVID illness for themselves or their immediate families; 2) reduced work because of COVID illness, related isolation, or government-imposed restrictions impacting workload; 3) reduced work because of supply or customer limitations connected to COVID illness or the related isolation; or 4) reduced work because of the aftereffects of the COVID pandemic.

These funds are NOT for other Dislocated Workers or other unemployed individuals, including long-term unemployed individuals; those workers may still be served with formula funds or other grants they qualify for.

Due to the scale of the disaster, funding is limited for each project operator. The limits in your guidance e-mail is a **HARD MAXIMUM**; you may reduce your request, but any request exceeding those limits will be reduced.

For general guidance, please refer to [Training and Employment Guidance Letter WIOA No. 12-19](#).

For project specific guidance, please contact the NDWG Team Project Managers at [wsbprojectmanagement@edd.ca.gov](mailto:wsbprojectmanagement@edd.ca.gov).

**Please complete this Concept Paper and return to the NDWG Team on or *before Friday, 03/27/2020 at 2 pm.***

**Project Operator:** San Francisco Office of Economic and Workforce Development **Date:** 3/27/2020

**1. Amount of funding requested by your agency for this project:**

- a) \$ 2700000 requested for the total project
  - a. \$ 270000 administrative costs (maximum 10% of total award)
  - b. \$ 0 participant wages (disaster recovery employment participants only)
  - c. \$ 0 participant fringe benefits (disaster recovery employment participants only)
  - d. \$ 1837500 career services
  - e. \$ 0 Work-based Learning (OJTs, WEX, Apprenticeship, Customized Training)
  - f. \$ 400000 training services - other than work-based learning
  - g. \$ 0 transitional jobs (maximum 10% of total award)
  - h. \$ 192500 supportive services
  - i. \$ 0 needs-related payments (only for career/training services participants)
- b) Total number of Planned Participants your agency will enroll in this grant:  
850 total participants
- c) Average cost per Participant: *(no more than \$4,500)*  
\$ 3,176.47 per participant

**2. List the counties to be served by your agency:**

San Francisco County

**3. List the Congressional Districts that cover the counties to be served:**

12. San Francisco

**4. Describe the impact that COVID has had on the area you will serve. Describe the number of layoffs, any extraordinary efforts caused by state or local government orders (e.g., the ordered closing of nightclubs, shelter orders, etc.), and other impacts.**

Since COVID-19 affected global markets in mid-February, the largest San Francisco industries--hospitality, tourism, transportation, and construction--began to track significant decline in revenue of over 50-70% according to the Chamber of Commerce. On March 5th, San Francisco confirmed its first two cases of COVID-19, and Mayor London Breed, the Department of Public Health, and the Department of Emergency Management recommended voluntary social distancing to disrupt the spread of the virus and protect community health. At this point, San Francisco hotels, restaurants, bars, nightlife, arts, and entertainment observed a steep decrease in revenue and began to lay-off workers.

On Tuesday, March 16th, San Francisco Mayor and the Chief Public Health Officer ordered all San Franciscans to "shelter-in-place," with City residents not allowed to leave their dwellings for anything except essential life activities. Since the "shelter-in-place" order, economic activity has come to a near halt, especially in food and beverage, hospitality and tourism, travel, transportation, and construction. The San Francisco Office of Economic and Workforce Development (OEWD) is responsible for tracking economic stress factors, business closures, and layoffs. Data from WARN notices delivered March 13 to March 27 indicate that 31 businesses conducted mass layoffs, which impacted 10,403 employees. In addition, small businesses not beholden to WARN notices have begun to close since revenue slowed in mid-February, and construction projects across the City have closed and laid off thousands of workers.

As the public health crisis evolves, San Francisco faces a labor shortage of critical personnel in the health care industry. Under the local emergency declaration, Mayor Breed made a declaration to expedite hiring of nurses and front-line medical staff. San Francisco recently held an emergency hiring fair to fill 100 nursing positions immediately, and the Department of Public Health and other health care employers anticipate hiring hundreds of nursing and front-line staff by the end of this year and many expect the hiring surge to continue through next year.

**5. Describe how the number of projected participants, specific services to be offered, and requested funding was determined. Describe any Rapid Response activities that have occurred or will occur.**

**The San Francisco Workforce Development System Expansion for COVID-19 Recovery will help to stabilize industries which have been hard hit, mitigate a soaring unemployment rate, and connect dislocated workers to training opportunities in rapidly expanding industries.**

**Current economic projections suggest that California may face 6.3% unemployment by the end of 2020 (Schulman, D., March 2020, U.S. Forecast: The Sum of All Fears, UCLA Anderson School of Management) or up to 20% unemployment per Brookings Institute. According to EDD labor market information, San Francisco is currently at 1.9% unemployment and has been sub-3% for over two years. Since early March, OEWD has responded to 31 WARN notices, affecting over 10,000 workers. Mass layoffs spiked so quickly that Rapid Response Orientations needed to be moved online to accommodate multiple employers and hundreds of employees at once. Orientations are now conducted online twice weekly, and in partnership with CA EDD and Covered California to streamline benefits applications and promote social distancing. Mass layoffs and small business closures will increase and may put San Francisco on par with a 6% unemployment rate by the end of the year.**

**OEWD oversees the San Francisco Workforce Development System, which serves approximately 5,000 unique clients per year. The San Francisco Workforce Development System has demonstrated the ability to serve up to 6,000 clients with high-touch services in recent years. In consideration of the mass layoffs described above, and in anticipation of greatly increased need due to continued COVID-19 business loss, OEWD anticipates enrolling an additional 850 dislocated workers in higher touch workforce development services over the next two years. OEWD anticipates referring 750 low-income dislocated workers from the hospitality, tourism, travel, and transportation industries to general workforce development services and 100 clients to health care professions training.**

**Dislocated workers may be enrolled in workforce development services at the Comprehensive or Neighborhood Access Points. The average cost per client for general employment and career services is \$2,445. 750 clients x \$2,445 = \$1,837,500 for general employment services in the Access Point System.**

Dislocated workers may choose to be enrolled in health care professions training to meet the growing demand of the health care industry. San Francisco Health Care Academy trainings average \$4,000 per client. 100 clients x \$4,000 = \$400,000 for San Francisco Health Care Academy training program.

Dislocated workers may have need of supportive services such as transportation, clothing, food, child care, linkage to community or social services, and other supportive services defined by WIOA which are deemed essential for reemployment or training. Supportive services across adult programs average \$226. 850 clients x \$226 per client = \$192,500.

The administrative cost cap is under OEWD's NICRA with the DOL for 18.46%. Administrative costs at 10% are \$270,000.

6. Does the target population have any specific barrier(s) to employment? If so, describe them.  
OEWD stabilizes communities by serving the most vulnerable San Franciscans. Consequently, participants with multiple barriers to employment who may self-identify as members of economically-vulnerable or historically disadvantaged communities will be prioritized for service delivery. For the purposes of this funding, participants must be dislocated workers per WIOA and TEGL WIOA No. 12-19. Target populations for the workforce development system include San Franciscans who are low-income and/or live in historically, economically-impacted neighborhoods.
7. Describe the reemployment services to be provided. In a separate paragraph, describe how these services will help participants secure employment in in-demand jobs.  
The San Francisco Workforce Development System Expansion for COVID-19 Recovery funding will allow dislocated workers to access general workforce development and reemployment services, as well as training for in-demand industries, through the Access Point System, a network of over (55) community-based organizations which provide residents of historically-disadvantaged neighborhoods, high-barrier individuals, and special populations with citywide access to workforce development services. The system operates through strategic partnerships with recognized community-based organizations that are best-situated to provide culturally humble and responsive services.

While job centers are currently closed, many providers have continued to work with clients remotely and continuing online trainings where possible. Local industry has reported transitioning certificated trainings to online models where possible. OEWD plans to adapt the system's service delivery model to promote social distancing, as necessary, within the next six months.

Dislocated workers may be enrolled in workforce development services at the Comprehensive or Neighborhood Access Points. Dislocated workers will be prioritized for reemployment services and connection to employers. Services will include one-on-one job search support; resume review; interview preparation; development of an individualized employment plan; job coaching; use of the computer lab, phone, fax, and utilities; and placement in employment. For individuals who may need to reskill or upskill, services may include referral to training or post-secondary education. OEWD anticipates enrolling 750 dislocated workers in general employment services.

General employment services may also place clients in jobs in San Francisco's sector strategy in hospitality, information and communication technology, and construction. OEWD anticipates growing a sector strategy for the public sector. As City and County of San Francisco is the City's largest employer and provides quality jobs, the public sector may be responsible for catalyzing economic recovery. OEWD plans to build a stronger pipeline from community-based organizations to public sector employment in order to prepare applicants for employment of further workforce development paid training in the public sector.

Dislocated workers who express interest in medical or helping professions may be referred to the San Francisco Health Care Academy, in keeping with the established local sector strategy for health care, and in

response to the accelerated public health needs and increased demand of the health care sector. OEWD anticipates enrolling 100 dislocated workers in medical professions training. Participants may choose tracks in Certified Nursing Assistant, Certified Home Health Aide, Medical Administrative Assistant, Medical Assistant, Home Care Provider, and Certified Dental Assistant health care professions. Trainings range from two weeks for Home Care Providers, to eight weeks for Certified Nursing Assistants, to up to nine months for Medical Assistants. Trainings are flexible to meet the surge in demand and alleviate health care system strain caused by COVID-19. The San Francisco Health Care Academy partners with industry in the design and implementation of the training programs. Industry partners include the San Francisco Hospital Council, the Department of Public Health and affiliated hospitals, SEIU-UHW West, UC Berkeley's Center for the Public Health Practice, California Health Workforce Initiative, California Pacific Medical Center, Dignity Health, Kaiser Permanente, University of California San Francisco Medical Center, San Francisco Community Clinics Consortium, Chinese Hospital, and Homebridge.

All dislocated workers enrolled in this funding may be able to access supportive services such as transportation, clothing, food, child care, linkage to community or social services, and other supportive services defined by WIOA.

OEWD anticipates co-enrolling clients in multiple funding streams in order to maximize impact for the time the dislocated worker is enrolled in services.

**8. How many potential employer partners and training partners will you be able to work with in the area you will serve?**

12 potential employer partners

14 potential training partners

**9. Proposed duration of Project Period of Performance (*in months*).**

24 months required to complete project

**10. Describe your agency, its infrastructure (payroll/benefits/reporting), and any past or current experience and success with the operation of disaster and/or employment recovery grants.**

The San Francisco Office of Economic and Workforce Development (OEWD)--a City department and the operational arm of the San Francisco workforce development board--is responsible for oversight and administration of federal, state, and local funding for workforce development programming, including WIOA Adult, Young Adult, and Dislocated Worker funding. OEWD leverages multiple funding streams to provide full service coverage to vulnerable populations through the Access Point System.

OEWD maintains established systems and procedures for meeting all funder requirements and federal, state, and local regulations, and has a strong record of fulfilling responsibilities related to grants administration. OEWD maintains frequent communication with and strict financial oversight over organizations that receive grant or sub-award funds. OEWD collects and retains detailed expense data, including supporting documentation, from grantees and contractors through a grant management system, which allows for transparency in the reimbursement process and provides a flexible reporting tool to ensure proper oversight of funds. Segregation of awards and funds, as well as review of grantees' implementation of approved cost allocation plans, indirect cost rates, and other important fiscal functions are directly tracked or assisted by this tool. OEWD maintains fiscal controls in line with OMB Circular A-123 recommendations and Generally Accepted Accounting Principles (GAAP). All service providers are required to submit monthly program and fiscal reports, and all expenses for reimbursement must be thoroughly documented. OEWD monitors all programs on an annual basis to ensure that their internal policies and procedures are adequate for grants administration.

OEWD has extensive experience with managing federal DOLETA grants up to \$3 million, though OEWD has not received a disaster or employment recovery grant from DOLETA. OEWD has created and administers disaster relief funding initiatives responding to CA wildfires and to the current economic crisis.

**11. What other organizations will your agency partner with to ensure the NDWG's success and to identify potential worksites?**

The San Francisco Workforce Development System Expansion for COVID-19 Recovery funding will strengthen OEWD's existing network of providers. OEWD partners with over (55) community-based organizations to provide the full range of workforce development services. Dislocated Workers may access reemployment services through OEWD staff and through the Access Point system. The Access Point system provides general employment and career services, and is composed of the following 501(c)(3) organizations: Goodwill Industries, Young Community Developers, Self-Help for the Elderly, Hospitality House, Mission Economic Development Agency, FACES SF, Success Center, and Inner City Youth. OEWD may partner with additional organizations to provide general career and job center services based on the organization's expertise in working with special populations.

For health care training programs, OEWD will partner with Arriba Juntos, Homebridge, Jewish Vocational Service, Mission Language Vocational School, Self-Help for the Elderly, and City College of San Francisco, in addition to industry partners listed in section 7.

WIOA SUBGRANT AGREEMENT

Office of Economic and Workforce Development

SUBGRANT NO: AA011035  
 MODIFICATION NO: 7  
 SUBRECIPIENT CODE: SFO  
 UNIQUE ENTITY NO: 788656416  
 INDIRECT COST RATE: 18.89

PASS-THROUGH ENTITY:  
 State of California  
 Employment Development Dept.  
 Central Office Workforce  
 Services Division  
 P.O.Box 826880, MIC 69  
 Sacramento, CA 94280-0001

SUBRECIPIENT: Office of Economic and  
 Workforce Development  
 1 SOUTH VAN NESS AVENUE  
 5TH FLOOR  
 SAN FRANCISCO, CA 94103  
 GOVERNMENTAL ENTITY:  
 Yes

This Subgrant Agreement is entered into by and between the State of California, Employment Development Department, hereinafter the Pass-through Entity, and the **Office of Economic and Workforce Development**, hereinafter the Subrecipient. The Subrecipient agrees to operate a program in accordance with the provisions of this Subgrant and to have an approved Workforce Innovation and Opportunity Act (WIOA) Local Plan for the above named Pass-through Entity filed with the Pass-through Entity pursuant to the WIOA. This modification consists of this sheet and those of the following exhibits, which are attached hereto and by this reference made a part hereof:

Funding Detail Chart  
 COVID-19 Employment Recovery NDWG

ALLOCATION(s) The Pass-through Entity agrees to reimburse the Subrecipient not to exceed the amount listed hereinafter 'TOTAL'	PRIOR AMOUNT INCREASE/DECREASE: TOTAL:	\$5,949,221.00 \$800,000.00 \$6,749,221.00
TERM OF AGREEMENT From:4/1/2019 To: 3/31/2022	Terms of Exhibits are as designated on each exhibit	
PURPOSE: The purpose of this modification is to incorporate \$800,000 of National Dislocated Worker Grant funds to the COVID-19 Employment Recovery NDWG Project in grant code 1194.		
APPROVED FOR PASS-THROUGH ENTITY(EDD) (By Signature)  <i>Maria McNamara for</i>	APPROVED FOR SUBRECIPIENT (By Signature) Unilateral modification. Subrecipient Signature not required	
Name and Title JAIME GUTIERREZ CHIEF CENTRAL OFFICE WORKFORCE SERVICES DIVISION	Name and Title	
I hereby certify that to my knowledge, the budgeted funds are available for the period and purpose of expenditures as stated herein	This agreement does not fall within the meaning of Section 10295 of Chapter 2 of Part 2 of Division 2 of the Public Contract Code of the State of California and pursuant to 58 OPS Cal. Atty. Gen 586, is exempt from review or approval of the Dept. of General Services and the Dept. of Finance	
Signature of EDD Accounting Officer		

Budget item: 7100 Fund: 0869 Budgetary Attachment: No  
 Chapter: 023 Statute: 2019 FY: 19/20

SUBGRANT AGREEMENT  
FUNDING DETAIL SHEET

SUBGRANT NO:AA011035  
MODIFICATION NO:7

Office of Economic and Workforce  
Development

I. Allocation

Funding Source	Prior Amount	Increase	Decrease	Adjusted Allocation
<b>WIA/WIOA 15% - Governor's Discretionary</b>				
96470 1173 Workforce Accelerator Fund (WAF) 8.0 PY 19/20 04/01/2020 to 09/30/2021 Prog/Element 61/40 Ref 001 Fed Catlg 17.258	\$150,000.00	\$0.00	\$0.00	\$150,000.00
<b>Total WIA/WIOA 15% - Governor's Discretionary</b>	<b>\$150,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$150,000.00</b>
<b>WIA/WIOA 25% - Dislocated Worker Rapid Response</b>				
98420 1187 Underserved COVID-19 Impacted Individuals Grants 03/01/2020 to 09/30/2020 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$675,000.00	\$0.00	\$0.00	\$675,000.00
98420 1204 COVID-19 Layoff Aversion Support (SFO) 04/01/2019 to 03/31/2022 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$0.00	\$0.00	\$0.00	\$0.00
98420 1204 COVID-19 Layoff Aversion Support (SFO) 05/01/2020 to 03/31/2022 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$999,950.00	\$0.00	\$0.00	\$999,950.00
96210 292 Rapid Response Layoff Aversion 07/01/2019 to 06/30/2021 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$15,884.00	\$0.00	\$0.00	\$15,884.00
98420 293 Rapid Response Layoff Aversion 10/01/2019 to 06/30/2021 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$75,362.00	\$0.00	\$0.00	\$75,362.00
<b>Total WIA/WIOA 25% - Dislocated Worker Rapid Response</b>	<b>\$1,766,196.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,766,196.00</b>
<b>WIA/WIOA Formula</b>				
96150 201 Adult Formula RD 1 07/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.258	\$172,657.00	\$0.00	\$0.00	\$172,657.00
98280 202 Adult Formula Rd 2 10/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.258	\$920,454.00	\$0.00	\$0.00	\$920,454.00
96100 301 Youth Formula Rd 1 04/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.259	\$982,197.00	\$0.00	\$0.00	\$982,197.00
96100 302 Youth Formula 04/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.259	\$2,906.00	\$0.00	\$0.00	\$2,906.00
96200 501 Dislocated Worker Rd 1 07/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.278	\$277,373.00	\$0.00	\$0.00	\$277,373.00
<b>Total WIA/WIOA Formula</b>	<b>\$2,355,587.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,355,587.00</b>

**SUBGRANT AGREEMENT  
FUNDING DETAIL SHEET**

SUBGRANT NO:AA011035  
MODIFICATION NO:7

Office of Economic and Workforce  
Development

I. Allocation

<b>Funding Source</b>	<b>Prior Amount</b>	<b>Increase</b>	<b>Decrease</b>	<b>Adjusted Allocation</b>
<b>WIA/WIOA National Emergency Grant</b>				
93870 1194 COVID-19 Employment Recovery NDWG 04/10/2020 to 03/31/2022 Prog/Element 62/10 Ref 001 Fed Catlg 17.277	\$0.00	\$800,000.00	\$0.00	\$800,000.00
<b>Total WIA/WIOA National Emergency Grant</b>	<b>\$0.00</b>	<b>\$800,000.00</b>	<b>\$0.00</b>	<b>\$800,000.00</b>

**SUBGRANT AGREEMENT  
FUNDING DETAIL SHEET**

SUBGRANT NO:AA011035  
MODIFICATION NO:7

Office of Economic and Workforce  
Development

I. Allocation

<b>Funding Source</b>	<b>Prior Amount</b>	<b>Increase</b>	<b>Decrease</b>	<b>Adjusted Allocation</b>
<b>WIA/WIOA 25% - Dislocated Worker Rapid Response</b>				
96210 540 Rapid Response by Formula 07/01/2019 to 06/30/2021 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$62,913.00	\$0.00	\$0.00	\$62,913.00
98420 541 Rapid Response by Formula 10/01/2019 to 06/30/2021 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$298,500.00	\$0.00	\$0.00	\$298,500.00
<b>Total WIA/WIOA 25% - Dislocated Worker Rapid Response</b>	<b>\$361,413.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$361,413.00</b>
<b>WIA/WIOA Formula</b>				
98210 502 Dislocated Worker Rd 2 10/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.278	\$1,316,025.00	\$0.00	\$0.00	\$1,316,025.00
<b>Total WIA/WIOA Formula</b>	<b>\$1,316,025.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,316,025.00</b>
<b>Grand Total:</b>	<b>\$5,949,221.00</b>	<b>\$800,000.00</b>	<b>\$0.00</b>	<b>\$6,749,221.00</b>



**NARRATIVE**

**SUBGRANT NO:AA011035  
MODIFICATION NO: 7**

**SUBRECIPIENT:Office of Economic and Workforce Development  
FAIN NO: DW-34646-20-60-A-6  
FEDERAL AWARD DATE:  
FUNDING SOURCE: COVID-19 Employment Recovery NDWG - 1194**

**TERM OF THESE FUNDS: 04/10/2020 - 03/31/2022**

**Use of funds added by this modification is limited to this period and additionally limited by the recapture provisions applicable to this funding source. The state may at its discretion recapture funds obligated under this exhibit, if expenditure plans are not being met.**

**PROGRAM NARRATIVE**

The purpose of this modification is to incorporate \$800,000 of National Dislocated Worker Grant funds to the COVID-19 Employment Recovery NDWG Project in grant code 1194. The term of these funds is from April 10, 2020 through March 31, 2022. The project funds are limited to 50% of the total award until the department receives and approves the completed required subgrant exhibits within 60 days of the project's initiation.

**This exhibit adds to and does not replace the terms and conditions of any other exhibit included in this agreement which terms and conditions remain in full force and effect.**

WIOA (2015)

**TO:** Angela Calvillo, Clerk of the Board of Supervisors

**FROM:** Lisa Pagan, Director of Policy and Planning,  
Office of Economic and Workforce Development

**DATE:** June 2, 2020

**SUBJECT:** Accept and Expend Resolution for State Grant

**GRANT TITLE:** COVID-19 National Dislocated Worker Grant

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

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

X Grant information form, including disability checklist

X Grant budget

X Grant application

X Letter of Intent or grant award letter from funding agency

N/A Ethics Form 126 (if applicable)

N/A Contracts, Leases/Agreements (if applicable)

N/A Other (Explain):

**Special Timeline Requirements:**

COVID-19 Emergency Funding. Start date was 04/10/2020.

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

Name: Lisa Pagan

Phone/Email: [lisa.pagan@sfgov.org](mailto:lisa.pagan@sfgov.org)

Interoffice Mail Address: 1 Dr. Carlton B. Goodlett Pl., City Hall, Room 448, San Francisco, 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:** [Peacock, Rebecca \(MYR\)](#)  
**To:** [BOS Legislation, \(BOS\)](#)  
**Cc:** [Kittler, Sophia \(MYR\)](#); [Pagan, Lisa \(ECN\)](#); [Duning, Anna \(MYR\)](#); [Groffenberger, Ashley \(MYR\)](#)  
**Subject:** Mayor -- [Resolution] -- [Accept and Expend Grant – Retroactive - State of California, Employment Development Department – COVID-19 National Dislocated Worker Grant - \$800,000]  
**Date:** Tuesday, June 9, 2020 4:30:58 PM  
**Attachments:** [A&E ECN NDWG.zip](#)

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Attached for introduction to the Board of Supervisors is a **resolution retroactively authorizing the Office of Economic and Workforce Development to accept and expend a grant in the amount of \$800,000 from the California Employment Development Department, a recipient of the grant award from the United States Department of Labor for the COVID-19 National Dislocated Worker Grant during the grant period of April 10, 2020 to March 31, 2022.**

Please let me know if you have any questions.

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**Rebecca Peacock** ([they/she](#))  
(415) 554-6982 | [Rebecca.Peacock@sfgov.org](mailto:Rebecca.Peacock@sfgov.org)  
Office of Mayor London N. Breed  
City & County of San Francisco