

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

**FROM:** Maureen Singleton, Finance Office

**DATE:** April 2, 2018

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

**GRANT TITLE:** Friends of the San Francisco Public Library – Annual Grant Award

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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

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: Christine Murdoch

Phone: 557-4246

Interoffice Mail Address: Public Library #41

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).