

File No. 231240

Committee Item No. 4

Board Item No. 16

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date January 10, 2024

Board of Supervisors Meeting Date January 23, 2024

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 checked="" type="checkbox"/> | <input checked="" 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 type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

- | | | |
|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>DSW Statement on Retroactivity 11/22/2023</u> |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <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: Brent Jalipa Date January 4, 2024

Completed by: Brent Jalipa Date January 11, 2024

1 [Accept and Expend Grant - Retroactive - Blue Shield California Foundation - Leveraging
2 Collaboratives to End Domestic Violence Program - \$305,850.45]

3 **Resolution retroactively authorizing the Department on the Status of Women to accept**
4 **and expend a grant increase in the amount of \$155,850.45 for a total amount of**
5 **\$305,850.45 from the Blue Shield California Foundation for a one-year grant period**
6 **from April 1, 2023, through March 31, 2024, for the Leveraging Collaboratives to End**
7 **Domestic Violence Program.**

8
9 WHEREAS, On September 21, 2023, the Board of Supervisors passed Resolution No.
10 423-23 authorizing the Department on the Status of Women (“Department”) to accept and
11 expend a grant from the Blue Shield of California Foundation in the amount of \$150,000 for a
12 one-year grant period from April 1, 2023, through March 31, 2024, for the Leveraging
13 Collaboratives to End Domestic Violence Program; and

14 WHEREAS, On November 8, 2023, the Blue Shield of California Foundation sent the
15 Department an award letter increasing the Leveraging Collaboratives to End Domestic
16 Violence grant award by \$155,850.45 for a total of \$305,850.45; and

17 WHEREAS, Funding from the Blue Shield California Foundation will enable the
18 Department to continue its work with the HEALing Roots Collaborative to address the root
19 causes of domestic and sexual violence, and develop prevention strategies for domestic
20 violence; and

21 WHEREAS, The Department proposes to maximize use of available grant funds on
22 program expenditures by not including indirect costs in the grant budget; now, therefore, be it

23 **RESOLVED**, That the Department on the Status of Women is authorized to accept and
24 expend up to \$305,850.45 awarded by the Blue Shield California Foundation to support the
25 Leveraging Collaboratives to End Domestic Violence program; and, be it

1 FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of
2 indirect costs in the grant budget.

3

4 RECOMMENDED:

APPROVED: /s/ _____

5

London N. Breed, Mayor

6 /s/ _____

7 Kimberly Ellis, Director

APPROVED: /s/ _____

8 Department on the Status of Women

Ben Rosenfield, Controller

9

10

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

File Number: 231240
(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: **Blue Shield California Foundation Leveraging Collaboratives to End Domestic Violence Program**

2. Department: **Status of Women**

3. Contact Person: **Kimberly Ellis** Telephone: **415-252-2571**

4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved

5. Amount of Grant Funding Approved or Applied for: **\$305,850.45**

6. a. Matching Funds Required: \$0
b. Source(s) of matching funds (if applicable):

7. a. Grant Source Agency: **Blue Shield of California Foundation**
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary:
Funding from the Blue Shield of California Foundation will enable the Department on the Status of Women (the Department) to create a new podcast series asking the question “what is the economic cost of domestic violence?” to provide insight into the issue of domestic violence in the City and County of San Francisco. The funding will also support a guaranteed care income pilot for women affected by the economic cost of domestic and sexual violence.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: **04/01/2023** End-Date: **03/31/2024**

10. a. Amount budgeted for contractual services: \$0
b. Will contractual services be put out to bid? **N/A**
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? **N/A**

11. a. Does the budget include indirect costs?
 Yes No
b. 1. If yes, how much? \$
b. 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):

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

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 checked="" 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:

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

Cameron Lucas
(Name)

Executive Management Assistant
(Title)

Date Reviewed: 11/15/2023

DocuSigned by:
Cameron J Lucas
726FB3041DF7468...
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Kimberly Ellis
(Name)

Director
(Title)

Date Reviewed: 11/15/2023

DocuSigned by:
Kim Ellis
A7C043D018324CA...
(Signature Required)

Department on the Status of Women		BSCF Request	%	
HEALing Roots Collaborative		Project Income	305,850 96%	
	Annual Org Budget	\$ 13,949,500	Personnel	170,752 56%
Year 1 Project Start Date =04/01/2023	Project Budget	\$ 320,103	Contracted Svcs	135,098 44%
Year 1 Project End Date = 03/31/2024	BSCF Request	\$ 305,850	Other	- 0%
Budget - Year 1		Indirect	- 0%	
		Net Variance	0 0%	

Income	BSCF	Other Funding	Total Project Budget	% of project budget
Support				
Committed Support				
SF Department on the Status of Women			-	
Senior Administrative Analyst Salary (.05 FTE)		8,595.00	8,595.00	
Senior Administrative Analyst Fringe Benefits (40%)		6,962.00	6,962.00	
Department Director Salary (.05 FTE)		18,227.30	18,227.30	
Department Director Fringe Benefits (40%)		7,290.92	7,290.92	
Meeting Space		1,193.10	1,193.10	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
Committed Subtotal		42,268.32	42,268	13%
Non-Committed Support				
BSCF Request	305,850		305,850	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
Non-Committed Subtotal	305,850	-	305,850	96%
Total Income	\$ 305,850	\$ 42,268	\$ 348,119	109%

Expenses	BSCF	Other Funding	Total Project Budget	% of project budget
Direct Expenses				
Salaries	% FTE			
Strategic Initiatives Program Manager	100%	121,966	121,966	
Senior Administrative Analyst	5%	8,595		
Department Director	5%	18,227.30		
Total Salaries and Wages		121,966	121,966	38%
Fringe Benefits (% of salaries and wages)	39%	48,786	14,252.92	63,039
Total Personnel Costs		170,752	41,075	185,005
Contractors				
Young Community Developers		12,000		
WOMAN Inc.		34,098		
Women in Dialogue Income Pilot		89,000		
Total Contracted Services		135,098	-	135,098
Other Costs				
Equipment (100% project dedicated only)		-	-	-
Rent		-	1,193.10	-
Printing and Mail (100% project related)		-	-	-
Travel (project specific)		-	-	-
Total Other Costs		-	1,193	-
Direct Expenses Total		305,850	42,268	320,103
Indirect Expenses				
Indirect Expenses Total		-	-	-
Indirect Expense % (maximum 15% for BSCF)		-	-	-
Total Expenses		\$ 305,850	\$ 42,268	\$ 320,103
Variance (should = "-")		0	-	28,015

REQUIRED: Lobbying Expenses (Includes planned expenses for direct and grassroots lobbying associated with the project).				
Lobbying Expenses*			-	Must be greater than or = "0"
Non-Lobbying Expenses			-	
Total Project Expenses (should equal total expenses from line 104)		305,850	\$ -	(305,850)

* Note: No portion of BSCF grant funds may be allocated to or used for lobbying expenses.



To: Nazhdeen Ryden-Foster, San Francisco Department on the Status of Women
From: TC Duong, Blue Shield of CA Foundation

RE: Grant Award Modification - Transition Grant

I am pleased to inform you that the Blue Shield of California Foundation has approved a grant award modification in response to your proposal for expanding city grant programming and increasing personnel expenses under the Transition Grant (4/1/2023 – 3/31/2024).

We have taken into account the remaining unexpended balances from two of our previous grants, specifically the Healing Roots Grants (4/1/2021 – 6/30/2023) and the Leveraging Collaboration to End Domestic Violence Grant (1/1/2019 – 6/30/2021). We are pleased to announce that we are reappropriating the unexpended balance of \$89,375.46 from the Healing Roots Grants and \$66,474.99 from the Leveraging Collaboration to End Domestic Violence Grant to be added to the award for your Transition Grant project.

The updated grant award amount for the Transition Grant is now set at \$305,850.45, calculated as follows:

Original Transition Grant Amount: \$150,000.00

Remaining Unexpended Balance from Healing Roots Grants: \$89,375.46

Remaining Unexpended Balance from the Leveraging Collaboration to End Domestic Violence Grant: \$66,474.99

Thank you!

315 Montgomery Street,
Suite 1200
San Francisco, CA 94104

blueshieldcafoundation.org



London N. Breed
Mayor

City and County of San Francisco
Department on the Status of Women



November 22, 2023

San Francisco Board of Supervisors
Budget and Finance Committee
1 Dr. Carlton B. Goodlett Place, City Hall
San Francisco, CA 94102

RE: Accept and Expend Resolution

Dear Supervisors Chan, Mandelman, and Safaí,

The Department on the Status of Women is submitting a retroactive resolution for the Blue Shield of California Foundation Leveraging Collaboratives to End Domestic Violence grant program.

On September 21st, the Board of Supervisors approved File. No 230814, Resolution No. 423-23 Accept and Expend Grant – Retroactive – Blue Shield California Foundation – Leveraging Collaboratives to End Domestic Violence Program - \$150,000. Blue Shield California Foundation sent the Department a letter on November 8, 2023, providing additional funds to the grant totaling \$305,850.45. The grant will continue the work of the HEALing Roots Collaborative in addressing the root causes and economic effects of domestic violence and sexual violence in the City and County of San Francisco. The resolution is retroactive due to administrative delays.

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Kim Ellis".

Kimberly Ellis
Director
Department on the Status of Women



London N. Breed
Mayor

City and County of San Francisco
Department on the Status of Women



TO: Angela Calvillo, Clerk of the Board of Supervisors

FROM: Kimberly Ellis, Director, Department on the Status of Women

DATE: November 15, 2023

SUBJECT: Accept and Expend Resolution Amendment for the City and County of San Francisco's Leveraging Collaboration to End Domestic Violence Grant

GRANT TITLE: City and County of San Francisco's Leveraging Collaboration to End Domestic Violence: San Francisco HEALing Roots Collaborative

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

- Proposed grant resolution; original signed by Department, Mayor, Controller (*signatures pending*)
- 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:

Please introduce at the earliest possible Board Meeting as the project period has started.

Departmental representative to receive a copy of the adopted resolution:



London N. Breed
Mayor

City and County of San Francisco
Department on the Status of Women



Name: Kimberly Ellis, Director

Phone: 415-252-2571

Interoffice Mail Address: WOM-48 (25 Van Ness Avenue, Suite 240)

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: [Paulino, Tom \(MYR\)](#)
To: [BOS Legislation, \(BOS\)](#)
Cc: [Nguyen, My Lan Do \(WOM\)](#); [Lucas, Cameron \(WOM\)](#); [Rydhon-Foster, Naz \(WOM\)](#)
Subject: Mayor -- Resolution -- Blue Shield Foundation Grant
Date: Tuesday, November 28, 2023 2:12:27 PM
Attachments: [2 - Proposed Resolution.docx](#)
[2.a Proposed ResolutionSigned.pdf](#)
[BFCommitteeMemo.docx](#)
[GrantPackage_BlueShieldAmend.pdf](#)
[FW For Approval WOM AE Blue Shield #2.msg](#)

Hello Clerks,

Attached is a Resolution retroactively authorizing the Department on the Status of Women to accept and expend a grant increase in the amount of \$155,850.45 for a total amount of \$305,850.45 from the Blue Shield California Foundation for a one-year grant period from April 1, 2023, through March 31, 2024, for the Leveraging Collaboratives to End Domestic Violence Program.

Cheers,

Tom Paulino

He/Him

Liaison to the Board of Supervisors

Office of the Mayor

City and County of San Francisco