



Public Defense Pilot Program

Application Packet

Release Date: October 4, 2021

Proposals Due: January 14, 2022

Grant Period: March 1, 2022 to March 1, 2025



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Public Defense Pilot Program

PROPOSAL PACKAGE COVER SHEET

Submitted by:

**SAN FRANCISCO COUNTY PUBLIC
DEFENDER**

Date Submitted:

January 14, 2022

Proposal Checklist

A completed proposal package for the Public Defense Pilot Program includes the following:

Required Items:		✓
1	Cover Sheet (previous page) <ul style="list-style-type: none"> • Insert Applicant Name and Date of Submission 	X
2	Proposal Checklist (current page) <ul style="list-style-type: none"> • Signed by the authorized signatory with a digital signature OR a wet signature in blue ink. 	X
3	Applicant Information Form <ul style="list-style-type: none"> • Signed by the authorized signatory with a digital signature OR a wet signature in blue ink. 	X
4	Proposal Narrative <ul style="list-style-type: none"> • 3 pages or less 	X
5	Proposal Budget <ul style="list-style-type: none"> • Complete BSCC Budget template 	X
6	Project Work Plan	X
Optional:		
	Governing Board Resolution <i>Note: The Governing Board Resolution is due prior to contract execution but is not required at the time of proposal submission.</i>	

I have reviewed this checklist, placed a check mark next to each item, and verified that all required items are included in this proposal packet.

X

Applicant Authorized Signature (see Applicant Information Form, Part L, next page)

Applicant Information Form: Instructions

- A. **Applicant:** Complete the required information for the local government submitting the form (i.e., <NAME> County).
- B. **Tax Identification Number:** Provide the tax identification number of the Applicant.
- C. **Project Title:** Provide the title of the project.
- D. **Project Summary:** Provide a summary (100-150 words) of the proposal. Note: this information will be posted to the BSCC's website for informational purposes.
- E. **Grant Funds Requested:** Reference the Proposal Instructions Packet for funding by County (see Appendix C or Pages 3-4).
- F. **Penal Code Section:** Identify the specific section(s) of the Penal Code the proposal will address. Funds must be utilized for indigent defense providers, including public defenders, alternate defenders, and other qualifying entities that provide indigent defense in criminal matters for the purposes of workload associated with the provisions in paragraph (1) of subdivision (d) of Section 1170 of, and Sections 1170.95, 1473.7, and 3051 of, the Penal Code.
- G. **Project Director:** Provide the name, title and contact information for the individual responsible for oversight and management of the project. This person must be an employee of the Grantee.
- H. **Financial Officer:** Provide the name, title and contact information for the individual responsible for fiscal oversight and management of the project. Typically, this is the individual that will certify and submit invoices. This person must be an employee of the Grantee.
- I. **Day-to-Day Project Contact:** Provide the name, title and contact information for the individual who serves as the primary contact person for the grant. Typically, this individual has day-to-day oversight for the project.
- J. **Day-to-Day Fiscal Contact:** Provide the name, title and contact information for the individual who serves as the primary contact person for fiscal matters related to the grant. This may be the individual who prepares the invoices for approval by the Financial Officer.
- K. **Authorized Signature:** Complete the required information for the person authorized to sign for the Applicant. This individual must read the assurances under this section, then sign and date in the appropriate fields.

Applicant Information Form

A. APPLICANT San Francisco County		B. TAX IDENTIFICATION NUMBER			
NAME OF APPLICANT San Francisco Public Defender		TAX IDENTIFICATION #: 94-6000417			
STREET ADDRESS 555 Seventh Street		CITY San Francisco		STATE CA	ZIP CODE 94103
MAILING ADDRESS (if different)		CITY		STATE	ZIP CODE
C. PROJECT TITLE:		The Freedom Project , San Francisco Public Defender & Post-Conviction Resentencing Project, Bar Association of San Francisco, Indigent Defense Administration			
D. PROJECT SUMMARY (100-150 words):					
The Freedom Project at San Francisco Public Defender aims to reduce mass incarceration using all available legal means and to ensure successful integration into the community through robust release planning and support.					
E. GRANT FUNDS REQUESTED:			F. Penal Code(s) Addressed:		
\$1,194,950			1170(d) / 1170.03, 1170.95, 1473.7, 3501		
G. PROJECT DIRECTOR:					
NAME Danielle Harris		TITLE Managing Attorney		TELEPHONE NUMBER 415-596-9970	
STREET ADDRESS 555 Seventh St					
CITY San Francisco		STATE CA	ZIP CODE 94103	EMAIL ADDRESS Danielle.harris@sfgov.org	
H. FINANCIAL OFFICER:					
NAME Angela Auyong		TITLE Executive Assistant		TELEPHONE NUMBER 415-553-1677	
STREET ADDRESS 555 Seventh Street				FAX NUMBER 415-553-9810	
CITY San Francisco		STATE CA	ZIP CODE 94103	EMAIL ADDRESS Angela.auyong@sfgov.org	
PAYMENT MAILING ADDRESS (if different)		CITY		STATE	ZIP CODE
I. DAY-TO-DAY PROGRAM CONTACT:					
NAME Danielle Harris		TITLE Managing Attorney		TELEPHONE NUMBER 415-596-9970	
STREET ADDRESS 555 Seventh Street				FAX NUMBER	
CITY San Francisco		STATE CA	ZIP CODE 94103	EMAIL ADDRESS Danielle.harris@sfgov.org	

J. DAY-TO-DAY FISCAL CONTACT:

NAME	TITLE	TELEPHONE NUMBER	
Angela Auyong	Executive Assistant	415-553-1677	
STREET ADDRESS		FAX NUMBER	
555 Seventh Street		415-553-9810	
CITY	STATE	ZIP CODE	EMAIL ADDRESS
San Francisco	CA	94103	Angela.Auyong@sfgov.org

K. AUTHORIZED SIGNATURE

By signing this application, I hereby certify that I am vested by the Applicant with the authority to enter into contract with the BSCC, and that the grantee and any subcontractors will abide by the laws, policies and procedures governing this funding.

NAME OF AUTHORIZED OFFICER	TITLE	TELEPHONE NUMBER	EMAIL ADDRESS
Matt Gonzalez	Chief Attorney	415-553-9315	Matt.Gonzalez@sfgov.org
STREET ADDRESS	CITY	STATE	ZIP CODE
555 7 th Street	San Francisco	CA	94103
EMAIL ADDRESS			
APPLICANT'S SIGNATURE (Signed by the authorized signatory with a digital signature OR a wet signature in blue ink.)			DATE
X 			01/14/2022

Authorized Signature: Must be a representative with the authority to sign documents and obligate the applicant

CONFIDENTIALITY NOTICE

All documents submitted as a part of the Public Defense Pilot Program are public documents and may be subject to a request pursuant to the California Public Records Act. The BSCC, as a state agency, may have to disclose these documents to the public. The BSCC cannot ensure the confidentiality of any information submitted in or with this proposal. (Gov. Code, §§ 6250 et seq.)

Proposal Narrative

The Proposal Narrative section may not exceed **three (3) numbered** pages and must be submitted in Arial 12-point font with one-inch margins on all four sides and at 1.5-line spaced.

See attached.

Proposal Budget

Applicants must provide a 12-month budget covering **March 1, 2022 to March 1, 2023**. To access the Public Defense Pilot Program Budget Microsoft Excel Template, click [here](#).

See attached.

Project Work Plan

This Project Work Plan identifies measurable goals and objectives, activities and services, the responsible parties and a timeline. Completed plans should (1) identify the project's **top goals and objectives** (minimum of two); (2) identify how the top goals will be achieved in terms of the activities, responsible staff/partners, and start and end dates; and (3) provide goals and objectives with a clear relationship to the need and intent of the grant. Please provide a project workplan in the below fields.

(1) Goal:	Make all reasonable efforts to reduce SF's contribution to mass incarceration in CA prisons		
Objectives (A., B., etc.)	A. Evaluate all those in CDCR on SF commitments for resentencing eligibility. B. Submit PC 1170(d) (now 1170.03) resentencing applications for all eligible. C. File Franklin/3051 petitions for all eligible.		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
1. Outreach to potential clients 2. Gathering and collating records 3. Detail release plans	Resentencing attorney, paralegal, social work, and reentry specialist.	March 1, 2022	March 1, 2025

(2) Goal:	Zero recidivism.		
Objectives (A., B., etc.)	A. Ensure all released after resentencing or on parole grants have support, community, and resources. B. C.		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
1. Robust release planning 2. Active assistance post-release 3. Therapy and community circles	Reentry specialist, social worker.	March 1, 2022	March 1, 2025

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(3) Goal:	Challenge convictions tainted by racial bias under PC 1437.7 and the Racial Justice Act		
Objectives (A., B., etc.)	A. Review cases where racial bias is evident B. File habeas petitions establishing all righteous claims C.		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
1. Outreach 2. Record gathering & review 3. Draft petitions	1437.7 paralegal and attorney	March 1, 2022	March 1, 2025

(4) Goal:	Enforce the right to be informed of all immigration consequences under PC 1437.7		
Objectives (A., B., etc.)	A. File habeas petitions wherever the right to be informed of immigration consequences has not been honored. B. C.		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
1. Outreach 2. Record gathering & review 3. Draft petitions	1437.7 paralegal and attorney	March 1, 2022	March 1, 2025