

**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF CHILDREN, YOUTH AND THEIR FAMILIES**

SEVENTH AMENDMENT TO GRANT AGREEMENT

BETWEEN

CITY AND COUNTY OF
SAN FRANCISCO

AND

YMCA – URBAN SERVICES

SEVENTH AMENDMENT

This AMENDMENT of the, August 16, 2013 Grant Agreement (the "Agreement") is dated as of May 22, 2023, and is made in the City and County of San Francisco, State of California, by and between YMCA – URBAN SERVICES ("Grantee") and the City and County of San Francisco, a municipal corporation ("City") acting by and through DEPARTMENT OF CHILDREN, YOUTH AND THEIR FAMILIES ("Department").

RECITALS

WHEREAS, City and Grantee have entered into the Agreement for **Truancy Assessment and Resource Center (TARC)**; and

WHEREAS, the Agreement was competitively procured as required through DCYF's RFP/RFQ issued August 30, 2011 and this modification is consistent therewith; and

WHEREAS, the San Francisco Board of Supervisors passed Ordinance on May 17, 2022, creating Administrative Code Section 21G.13 to authorize short-term extensions for grants that expire on or before July 1, 2023 for a period of 12 months; and

WHEREAS, the original Agreement had a grant amount of \$446,009 and a term from July 1, 2013 to June 20, 2014;

WHEREAS, the Agreement was modified by the First Amendment dated July 1, 2014, increasing the grant amount by \$610,564 to \$1,056,573 and extending the grant term to June 20, 2016, by the Second Amendment dated May 4, 2016, increasing the grant amount by \$676,016 and extending the grant term to June 30, 2018, by the Third Amendment dated May 31, 2018 increasing the grant amount by \$1,096,222 to \$2,828,811 and extending the grant term to June 30, 2019, by the Fourth Amendment dated January 9, 2019, extending the grant term to December 31, 2019, by the Fifth Amendment dated April 12, 2019, extending the grant term to June 30, 2020, and by the Sixth Amendment dated January 14, 2020, increasing the grant amount by \$1,955,368 to \$4,784,179 and extending the grant term to June 30, 2023; and

WHEREAS, the City's Board of Supervisors approved this Agreement by [INSERT RESOLUTION NUMBER] on [INSERT DATE OF OR BOARD ACTION];

WHEREAS, Grantee has submitted to the Agency the Application Documents (as hereinafter defined) seeking a grant for the purpose of funding the matters set forth in the Grant Plan (as defined in the Agreement); and

WHEREAS, City wishes to amend the Agreement again to increase the grant amount by \$606,040 to \$5,390,219 and extend the grant term to June 30, 2024; and

WHEREAS, City and Grantee desire to execute this amendment to update the prior Agreement;

NOW, THEREFORE, City and Grantee agree to amend said Grant Agreement as follows:

1. **Definitions.** Terms used and not defined in this Amendment shall have the meanings assigned to such terms in the Grant Agreement.
2. **Modifications to the Agreement.** The Grant Agreement is hereby modified as follows:

(a) **Article 5 Use and Disbursement of Grant Funds**

Section 3.2 Duration of Term of the Grant Agreement currently reads as follows:

3.2 Duration of Term. The term of this Agreement shall commence on the later of (a) JULY 1, 2013, and (b) the effective date specified in Section 3.1. Such term shall end at 11:59 p.m. San Francisco time on JUNE 30, 2023.

Such section is hereby deleted and replaced in its entirety to read as follows:

3.2 Duration of Term. The term of this Agreement shall commence on the later of (a) JULY 1, 2013, and (b) the effective date specified in Section 3.1. Such term shall end at 11:59 p.m. San Francisco time on JUNE 30, 2024.

Section 5.1. ("Maximum Amount of Grant Funds") of the Grant Agreement currently reads as follows:

The amount of the Grant Funds disbursed hereunder shall not exceed **Four Million Three Hundred Forty-Nine Thousand Two Hundred Fifty-Four Dollars and No Cents (\$4,349,254)** for the periods as specified in Section 3.2, **plus any contingent amount authorized by City and certified as available by the Controller.**

Contingent amount: Up to **Four Hundred Thirty-Four Thousand Nine Hundred Twenty-Five Dollars and No Cents (\$434,925)** for the periods specified in Section 3.2, **may be available, in the City's sole discretion, as a contingency subject to authorization by the City and certified as available by the Controller.**

The maximum amount of Grant Funds disbursed hereunder shall not exceed **Four Million Seven Hundred Eighty-Four Thousand One Hundred Seventy-Nine Dollars and No Cents (\$4,784,179)** for the periods specified in Section 3.2.

Grantee understands that, of the maximum dollar disbursement listed in Section 5.1 of this Agreement, **the amount shown as the Contingent Amount may not to be used in Program Budgets attached to this Agreement as Appendix A, and is not available to Grantee without a revision to the Program Budgets of Appendix A specifically approved by Grant Agreement Administrator.** Grantee further understands that no payment of any portion of this contingency amount will be made unless and until such funds are certified as available by Controller. Grantee agrees to fully comply with these laws, regulations, and policies/procedures.

Such section is hereby deleted and replaced in its entirety to read as follows:

The amount of the Grant Funds disbursed hereunder shall not exceed **Five Million Two Hundred Ninety-Four Thousand Six Dollars and No Cents (\$5,294,006)** for the periods as specified in Section 3.2, **plus any contingent amount authorized by City and certified as available by the Controller.**

Contingent amount: Up to Ninety-Six Thousand Two Hundred Thirteen Dollars and No Cents (\$96,213) for the periods specified in Section 3.2, **may be available, in the City's sole discretion, as a contingency subject to authorization by the City and certified as available by the Controller.**

The maximum amount of Grant Funds disbursed hereunder shall not exceed **Five Million Three Hundred Ninety Thousand Two Hundred Nineteen Dollars and No Cents (\$5,390,219)** for the periods specified in Section 3.2.

Grantee understands that, of the maximum dollar disbursement listed in Section 5.1 of this Agreement, **the amount shown as the Contingent Amount may not to be used in Program Budgets attached to this Agreement as Appendix B, and is not available to Grantee without a revision to the Program Budgets of Appendix B specifically approved by Grant Agreement Administrator.** Grantee further understands that no payment of any portion of this contingency amount will be made unless and until such funds are certified as available by Controller. Grantee agrees to fully comply with these laws, regulations, and policies/procedures.

(b) Appendix B

Appendix B - Work Plan is hereby amended and replaces the previous version used prior to February 3, 2023. See attached revised Appendix B – Work Plan.

3. Effective Date. Each of the modifications set forth in Section 2 shall be effective on and after the date of this Amendment.

4. Legal Effect. Except as expressly modified by this Amendment, all of the terms and conditions of the Grant Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to the Grant Agreement to be duly executed as of the date first specified herein.

CITY
DEPARTMENT OF CHILDREN, YOUTH
AND THEIR FAMILIES

GRANTEE:
YMCA – URBAN SERVICES
PROGRAM: TRUANCY ASSESSMENT AND
RESOURCE CENTER (TARC)

By: _____
MARIA SU
DIRECTOR

By: _____

Print Name: Erin Clark

Approved as to Form:

Title: Senior Vice President of Operations

David Chiu
City Attorney

Federal Tax ID #: 94-0997140

City Vendor Number: 0000007996

By: _____
Valerie Lopez
Deputy City Attorney

Appendix B - Definition of Grant Plan

Estimated 2023/24 Scope of Work

AGENCY DETAILS

Agency Name

Urban Services YMCA

Street Address	City	State	Zip Code
1426 Fillmore St, Suite 204	San Francisco	CA	94115

Phone	Will your agency use a fiscal agent?	Will your agency use other city funds?
(415) 561-0631	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Year Founded	Tax ID #	City Vendor #	Agency ID
1995	94-0997140	64639	31900

Agency Website

www.ymcasf.org/urban

Mission statement

Urban Services YMCA reinforces families, supports the success of communities, and champions educational excellence because we believe that everyone deserves the opportunity to succeed.

At the Y, strengthening communities is our cause. At Urban Services, we make sure that includes everyone. We serve youth and families who are homeless or almost homeless, underemployed or chronically unemployed, at-risk of dropping out of school, or caught in the justice system. We serve those who are isolated by stress from intergenerational poverty and trauma from violence both in and outside the home.

We envision a network of wrap-around support that provides tools and inspiration needed to thrive and infuse our efforts with the resolve to ensure access and equity for all, building bridges across Urban programs and the neighborhoods served, so that any Urban door is the right door to opportunity.

FINANCIAL

Current Fiscal Year	# of Full and Part	
Agency Budget	Time Staff	# of Volunteers
16262295.00	172	118

FTEs

Program	Development/ Fundraising	Admin/Finance
117.00	1.00	6.00

Total FTEs		124.00
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KEY AGENCY STAFF

Executive Director

First Name	Last Name	Email Address	Phone Number
Evelyn	Daskalakis	edaskalakis@ymcasf.org	(415) 561-0631

Chief Financial Officer/ Financial Director

First Name	Last Name	Email Address	Phone Number
Ashley	Blum	ablum@ymcasf.org	(415) 561-0631

Chief Development Officer

First Name	Last Name	Email Address	Phone Number
Carol	Eggers	ceggers@ymcasf.org	(415) 561-0631

Director of Programs

First Name	Last Name	Email Address	Phone Number
Cesnae	Crawford	ccrawford@ymcasf.org	(415) 561-0631

CHAIR OF BOARD DIRECTORS

First Name	Last Name	Email Address	Phone Number
Emily	Schubert	ecschubert@yahoo.com	415-519-0806

OTHER CITY FUNDS

Department

San Francisco Unified School District (SFUSD)

Amount	Contract End Date	Purpose
976448.00	06/30/2023	After School & Summer Programs

Department	Other (specify)	
Other (specify)	DCYF	
Amount	Contract End Date	Purpose
2859155.00	06/30/2023	After School /Summer Programs, Truancy, Violence Prevention, Beacons, Youth Empowerment, Job Service Connection and Creation Station.

Department

San Francisco Children and Family Initiative (First 5)

Amount	Contract End Date	Purpose
2089308.00	06/30/2023	Family Support Services at Family Resource Centers

Department

Department of Public Health (DPH)

Amount	Contract End Date	Purpose
1667125.00	06/30/2023	Mental Health, Peer Health, and Prevention Services

Department

Mayor's Office of Housing, Community Services

Amount	Contract End Date	Purpose
426780.00	06/30/2023	Service Connection

Department

Office of Economic and Workforce Development (OEWD)

Amount	Contract End Date	Purpose
200000.00	06/30/2023	Workforce Programs

Department

Other (specify)

Other (specify)

San Francisco Human Services Agency

Amount	Contract End Date	Purpose
96336.00	06/30/2023	Home Grocery Delivery

CONTACT & PROGRAM INFO

PROGRAM INFORMATION

Program Website

The Truancy Assessment and Resource Center (TARC) is a one-stop, which provides truancy intervention/ school reengagement services to students and their families throughout the city of San Francisco, Ca. TARC through its hybrid model program support some of the most vulnerable youth and young adults in the city of San Francisco. At TARC, we are committed to seeing the pathway of graduation restore for all students and where youth or young adults reach their highest potential in life.

Program Description

TARC provides in-person supports, which depicts case management support, educational advocacy, wellness checks, linkage and referral. This also includes workshops, community events at school sites to promote healthy attendance habits, attendance campaigns at school sites to positively impact the school's climate and culture surrounding attendance. and occasionally events on weekends to promote higher education. Program hours are Monday-Friday 8am-5pm. Target population are elementary, middle, high school students, and transitional aged youth who are habitually or chronically truant or dropped out of school. The services are provided in-person and virtually if needed as an effort to support students back into the classroom and put them on the pathway for graduation.

DCYF Youth Survey for participants in grades 6 and up: <https://www.surveymonkey.com/r/D5RMTLY>

PRIMARY PROGRAM CONTACT PERSON

First Name	Last Name	Email Address	Phone Number
Damon	Whitaker	dwhitaker@ymcasf.org	415.437.1700

CONTACT PERSON: DCYF TRAININGS

First Name	Last Name	Email Address	Phone Number
Damon	Whitaker	dwhitaker@ymcasf.org	415-437-1700

CONTACT PERSON: COMMUNICATIONS

First Name	Last Name	Email Address	Phone Number
Evelyn	Daskalakis	edaskalakis@ymcasf.org	(415) 561-0631

SERVICES AND PROJECTIONS

PROGRAM OPERATION DATES

Program Start Date 06/06/2023 Program End Date 06/30/2024

What months out of the year will you provide services?

- July October January April
 August November February May
 September December March June

Enter the total number of weeks in a year that your program will operate. (1-52)

52

Please select days in a typical week that your program will provide services.

- Sunday Wednesday Saturday
 Monday Thursday
 Tuesday Friday

TARGET POPULATION

Select the population(s) that your program has the expertise and mission to serve.

- African American
 Asian
 Hispanic/Latinx
 Pacific Islander
 Low-Income
 Disconnected Transitional Age Youth
 English Learner
 Foster Youth
 LGBTQQ
 Special Needs
 Teen Parent
 Under-housed
 Undocumented
 Children of Incarcerated Parents
 Academic Underperformance or Disconnect from School
 Exposure to Violence, Abuse or Trauma
 Justice System Involvement
 Mild to Severe Mental and Behavioral Health Challenges
 Elementary School
 Middle School
 High School
 Other

PROGRAM PROJECTIONS BY AGE

	5 - 10	11 - 13	14 - 17	18 - 24
Unduplicated number of program	5	15	82	3

participants to be served during the year

Total Unduplicated Participants

105

SUMMER PROGRAMMING

Does your program provide summer-specific programming?

Yes No

Please describe your summer-specific programming here. In addition to service descriptions, please indicate the months your summer-specific programming takes place; days and hours of operation; and the number of youth the program can serve in a single day.

TARC program provides case management support to SFUSD students who have enrolled into summer school or summer programming, which usually starts in the first week of June through mid-July. The aim of the support is to help SFUSD students get back on track with appropriate grade level credits. The academic credit deficiency is often due to truant behaviors or low academic performance from the previous school year(s). In addition to the above, TARC case managers support graduating seniors to complete necessary credits for their high school diploma during summer school, follow-through with college community classes in the fall semester, find part-time employment and or housing if needed.

The TARC case managers work toward overall referring students and their families to community resources like mental health, employment services, food support, housing resources, summer programs, and other vital resources that promote academic achievement or healthy living. These community resources given often eliminate barriers for the upcoming school year or serves as a prevention strategy to deter at-risk youth/students away from negative behaviors over the summertime.

An extension of this summer program will be held at John O'Connell High School for high school students providing enrichments and academic components to prevent summer learning loss.

Enter the total number of hours that signify full Summer program participation for one participant in your program.

6

Show the calculation you used to arrive at the number of hours entered above.

Restorative Case Management 1hr per week (1hr x 6weeks = 6hrs = (1months & 2 weeks) or depending on the needs of the client, which would then require at-least 2hrs or more of intensive case management per week depending on the needs of the client and their family.

For Summer students will be doing programming for 6hrs a day for 5 days of the week.

PROGRAM COMPLETION

Enter the total number of hours in a year that signify full participation for one participant in your program.

10

Show the calculation you used to arrive at the number of hours entered above.

Restorative Case Management 1hr per week (1hr x 10 weeks = 10hrs = (2 months & 2 weeks) or depending on the needs of the client, which would then require at-least 3hrs of intensive case management per week. For example, a client can receive services for two months and half/ten weeks or up to a year depending on the level of care needed for the client/family. – Once again, please note that clients can enter or exit at

different times of the school year. Some clients enter the TARC program at the last four weeks of the school year in the month of May or during summer school. These clients usually receive support with summer school or other summer programming, and or put hold until they return from vacation, and some clients are carried over to the new school year for further support once they completed their goals like summer school but still need TARC support for the upcoming school year

VIRTUAL/REMOTE PROGRAMMING

Will your program provide virtual/remote services?

Yes No

SERVICE SITES

Program Site Name

TARC Office - Please note that TARC serves multiple SFUSD school sites throughout the school year. For example, students often transfer schools or academic programs.

Other (please describe)

Please note that TARC serves multiple SFUSD school sites throughout the school year. For example, students often transfer schools or academic programs.

Program Site Location

Other

Phone Number

415-437-1700

Street Address

44 Gough St, Suite 106, SF, Ca

ZIP Code

94103

Program Site Name

Ida B. Wells Continuation High School

Program Site Location

Public School

School

Wells (Ida B) HS

Phone Number

415-437-1700

Address

1099 Hayes St

ZIP Code

94117

Program Site Name

Burton High School

Program Site Location

Public School

School

Burton (Phillip and Sala) HS

Phone Number

415-437-1700

Address

400 Mansell St

ZIP Code

94134

PROJECTED ACTIVITIES

GROUP ACTIVITIES

Name	Activity Category
Move Up/Power Scholars Academy	<input type="checkbox"/> Barrier Removal <input type="checkbox"/> Family Supports <input type="checkbox"/> Food and Other Basic Needs Distribution <input type="radio"/> Learning Supports <input type="radio"/> Referrals/Connections to Services <input type="checkbox"/> Wellness and Mental Health Supports <input type="checkbox"/> Comprehensive Afterschool <input type="checkbox"/> School Day <input type="radio"/> Comprehensive Summer <input type="checkbox"/> Mentorship <input type="checkbox"/> Enrichment/Skill Building <input type="checkbox"/> Enrichment/Skill Building - Partner Agency <input type="checkbox"/> ExCEL - Transfer Activity to EMS <input type="radio"/> Participant Financial Incentives <input type="checkbox"/> Other

Activity Description

Summer together will provide a safe space for high school aged participants at John O'Connell High School to engage with other community members. Students will be provided with opportunities to participate in enrichments, field trips and academic components.

Are you providing this activity/service in response to the COVID-19 pandemic?

Yes **No**

INDIVIDUAL ACTIVITIES

Name	Activity Category
Truancy Case Management	<input type="radio"/> Barrier Removal <input type="radio"/> Family Supports <input type="radio"/> Food and Other Basic Needs Distribution <input type="radio"/> Learning Supports <input type="checkbox"/> Referrals/Connections to Services <input type="radio"/> Wellness and Mental Health Supports <input type="checkbox"/> Comprehensive Afterschool <input type="checkbox"/> School Day <input type="radio"/> Comprehensive Summer <input type="radio"/> Mentorship <input type="checkbox"/> Enrichment/Skill Building

- Enrichment/Skill Building - Partner Agency**
- ExCEL - Transfer Activity to EMS**
- Participant Financial Incentives**
- Other**

Activity Description

TARC provides truancy intervention services by providing case management services to youth who are truant. The TARC program focus on three supports: case management services, educational advocacy, linkage and referrals. TARC conducts psycho/social-assessments on all of our youth or young adults to determine the supports needed. Our primary goal is to reconnect students with an academic environment virtually or physically, help them improve their daily attendance and positively engage in academic platforms, which ultimately lead to grade promotion, high school graduation, completion of an academic program or trade.

Are you providing this activity/service in response to the COVID-19 pandemic?

- Yes** **No**

ACTIVITIES W/O PERSONAL INFORMATION

Name

Barrier Removal

Activity Category

- Barrier Removal**
- Family Supports**
- Food and Other Basic Needs Distribution**
- Learning Supports**
- Referrals/Connections to Services**
- Wellness and Mental Health Supports**
- Comprehensive Afterschool**
- School Day**
- Comprehensive Summer**
- Mentorship**
- Enrichment/Skill Building**
- Enrichment/Skill Building - Partner Agency**
- ExCEL - Transfer Activity to EMS**
- Participant Financial Incentives**
- Other**

Activity Description

TARC will be allocating specific funds for barrier removal to support families with financial hardship, transportation, housing applications, clothing for job interviews, school clothes, utility bills, and more.

Are you providing this activity/service in response to the COVID-19 pandemic?

- Yes** **No**

Name

Activity Category

Attendance Campaign

- Barrier Removal**
- Family Supports**
- Food and Other Basic Needs Distribution**
- Learning Supports**
- Referrals/Connections to Services**
- Wellness and Mental Health Supports**
- Comprehensive Afterschool**
- School Day**
- Comprehensive Summer**
- Mentorship**
- Enrichment/Skill Building**
- Enrichment/Skill Building - Partner Agency**
- ExCEL - Transfer Activity to EMS**
- Participant Financial Incentives**
- Other**

Activity Description

The TARC hosts events like “Attendance Campaign” this specific effort happens at Burton High School and Ida B. Wells High School. The focus of the effort is to impact the school climate in such a way that the study body increases positive attendance habits. The collaborative efforts entail TARC staff working with not only the student body, but the entire school faculty to strategically impact culture. For example, the first period teachers pass out/enter names electronically for raffle tickets in the morning at Ida B for mid-week gift card drawing. The winners are celebrated over the school’s loudspeaker. The other effort part of the attendance campaign is a quarterly competition between homerooms for highest attendance rate. The winner of the homerooms wins a lunch for that quarter.

Are you providing this activity/service in response to the COVID-19 pandemic?

- Yes** **No**

DCYF NOTES

There are no populated notes. Would you like to add notes?

- Yes** **No**

BUDGET

YMCA of San Francisco-Truancy Assessment and Resource Center (TARC)-Contract #1000014469

Resolution No.

Estimated FY 23-24 Budget Summary

Item	<i>Line Item Total</i>	<i>Category Total</i>	<i>% of total</i>
Adult Staff			
Executive Leadership-Branch Manager	\$ 10,201.77		1.1%
Program Manager-TARC Director	\$ 94,625.26		10.0%
Program Manager-Associate TARC Director	\$ 84,315.03		8.9%
Direct Service Provider-Admin/Intake Coordinator	\$ 66,291.09		7.0%
Direct Service Provider-TARC Case Managers	\$ 138,062.26		14.6%
Direct Service Provider-Assistant Program Coordinator-Summer	\$ 4,997.21		0.5%
Direct Service Provider-Program Coordinator- Summer	\$ 4,304.01		0.5%
Direct Service Provider-Program Coordinator- Summer	\$ 5,332.06		0.6%
Direct Service Provider-Case Manager- Summer	\$ 3,998.81		0.4%
Direct Service Provider-TARC Case Manager	\$ 52,745.75		5.6%
Direct Service Provider-TARC Case Manager	\$ 69,353.26		7.3%
Adult Staff Total		\$ 534,226.52	56.5%
Youth Staff			
PSA Intern-Summer	\$ 5,817.82		0.6%
Youth Staff Total		\$ 5,817.82	0.6%
Fringe Benefits			
FICA	\$ 40,841.99		4.3%
Workers' Compensation	\$ 12,150.94		1.3%
SUI	\$ 3,115.04		0.3%
Health Benefits	\$ 78,453.04		8.3%
Retirement Benefits	\$ 49,189.94		5.2%

Group Life & ADD	\$	1,132.42		0.1%
LT Disability	\$	781.00		0.1%
Fringe Benefits Total			\$ 185,664.37	19.7%
Materials & Supplies				
Office Supplies	\$	1,478.26		0.2%
Program Supplies	\$	3,497.55		0.4%
Postage Supplies	\$	4,522.47		0.5%
Materials & Supplies Total			\$ 9,498.27	1.0%
Other Program Expense				
Occupancy	\$	1,359.60		0.1%
Communications	\$	12,800.68		1.4%
Insurance	\$	5,566.84		0.6%
Professional Development	\$	125.28		0.0%
Participant Incentives	\$	5,556.26		0.6%
Field Trips	\$	21,727.92		2.3%
Food	\$	1,920.04		0.2%
Special Events	\$	2,505.52		0.3%
Transportation	\$	297.38		0.0%
Participant Incentives	\$	18,791.41		2.0%
Other Program Expense Total			\$ 70,650.93	7.5%
Administrative				
Agency Administrative Fees	\$	46,298.03		4.9%
Personnel-Executive Staff	\$	46,298.03		4.9%
Personnel-Other Non Program Staff	\$	46,298.03		4.9%
Administrative Total			\$ 138,894.09	14.7%
Budget Total:			\$ 944,752.00	100.0%