

Chyi, Leo (CHF)

From: Silva, Veronica@BSCC <Veronica.Silva@bscc.ca.gov>
Sent: Friday, February 13, 2015 1:10 PM
To: Fannon, Una
Cc: Jasmine Dawson; Chyi, Leo (CHF); McDaniel, Daryle@BSCC; Curtin, Colleen@BSCC
Subject: 14-15 City and County of San Francisco grant agreement and Std. 213
Attachments: 14-15 JAG Grant Agreement - City and County of San Francisco 650-14.pdf; SECTION 9.docx; 14-15 JAG Std 213 - City and County of San Francisco 650-14.pdf

Good Afternoon Mayor Lee,

The Board of State and Community Corrections (BSCC) is making every effort to simplify and expedite the process for securing the 2014 Justice Assistance Grant (JAG) contracts. Attached are the grant agreement and the Std. 213 Agreement Summary documents for the City and County of San Francisco.

Please:

- **Print and carefully review the entire grant agreement document (first attachment).**
- **Print and complete Section 9 of the grant agreement. For your convenience, we have attached this section of the agreement as a single page (second attachment). Please determine the type of audit you will submit to BSCC subsequent to the 10-month grant period by checking the corresponding box: Single Federal Audit or Program Specific Audit.**
- **Print four (4) copies of the Standard Agreement (Std. 213) (third attachment) – please have the Authorizing Officer, Edwin Lee, originally sign and date all four copies, **in blue ink**.**
- **Return the completed audit selection (Section 9) and the four originally signed and dated hard-copies of the Std. 213 on or before Friday, February 20, 2015.**
- **Mail to: Board of State and Community Corrections
Attn: Veronica Silva
600 Bercut Drive
Sacramento, CA 95811**

Once we receive all the necessary documents, including your Board of Supervisors Resolution, we will complete the contracting process and mail you a copy of the fully executed contract. Please place a copy of your original application with the contract in your official grant file as it will become your contractually obligated Scope of Work.

As a reminder, your invoices are due on a quarterly basis. *Please note:* we cannot process any invoices nor pay for any expenses incurred until we have a fully executed contract in place.

If you have any questions, please do not hesitate to contact me. Thank you.

Veronica Silva

Staff Services Analyst

BOARD OF STATE AND COMMUNITY CORRECTIONS

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