

File Number: _____
(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: Driving Equity through Downtown Recovery
2. Department: Office of Economic and Workforce Development
3. Contact Person: Lisa Pagan Telephone/Email: lisa.pagan@sfgov.org
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$498,869
6. a. Matching Funds Required: \$0
b. Source(s) of matching funds (if applicable): N/A
7. a. Grant Source Agency: U.S. Department of Commerce, Economic Development Administration
b. Grant Pass-Through Agency (if applicable): N/A
8. Proposed Grant Project Summary:
The Phase 1 Planning and Technical Assistance grant will fund the regional coalition, led by the San Francisco Office of Economic and Workforce Development to conduct an economic impact analysis and survey efforts in order to understand the ongoing economic impact and implications of the COVID-19 pandemic on the downtown office sector as well as understanding the programs, policies, resources and other interventions that can support its recovery and resilience to future economic shocks. Additionally, the planning grant will fund a temporary exempt coordinator position required by the grant agency and will support the regional coalition members to develop and submit applications for the projects that are invited to apply for implementation funding.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: 12/1/2021 End-Date: 9/30/2022
10. a. Amount budgeted for contractual services: \$230,000
b. Will contractual services be put out to bid? Yes
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? No, this is prohibited by the Federal funding agency.
d. Is this likely to be a one-time or ongoing request for contracting out? One-time.
11. a. Does the budget include indirect costs?
 Yes No
b. 1. If yes, how much? \$44,445
b. 2. How was the amount calculated? Indirect charges reflect the Federal de minimums rate

- 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? N/A

12. Any other significant grant requirements or comments: N/A

****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 checked="" 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:

Alfredo Fajardo
(Name)

Workforce Programs Compliance Officer
(Title)

Date Reviewed: 11/18/2021 | 4:38 PM PST

DocuSigned by:
Alfredo Fajardo
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Kate Sofis
(Name)

Director, Office of Economic and Workforce Development
(Title)

Date Reviewed: 11/19/2021 | 2:04 PM PST

DocuSigned by:
Kate Sofis
(Signature Required)