

File No. 260287

Committee Item No. 5

Board Item No. 16

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date April 8, 2026

Board of Supervisors Meeting Date April 14, 2026

#### 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 checked="" type="checkbox"/> | <input checked="" 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 type="checkbox"/>            | <input type="checkbox"/>            | Contract/Agreement                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Form 126 – Ethics Commission                 |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Notice of Award/Award Letter                 |
|                                     |                                     | • Award Notice Letter and Agreement          |
|                                     |                                     | • Award Letter Acknowledgement 12/22/2025    |
| <input checked="" type="checkbox"/> | <input checked="" 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>PDR Presentation 4/8/2026</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"/>            | _____                            |

Completed by: Brent Jalipa Date April 2, 2026

Completed by: Brent Jalipa Date April 9, 2026

1 [Accept and Expend Grant - Retroactive - Office of the State Public Defender - Freedom  
2 Project - Expanded Public Defense Services - \$850,000]

3 **Resolution retroactively authorizing the San Francisco Public Defender’s Office to**  
4 **accept and expend a grant in the amount of \$850,000 from the Office of the State Public**  
5 **Defender to maintain the capacity of the office’s post-conviction unit (The**  
6 **Freedom Project) to meet the increased demand for decarceration, reentry, and**  
7 **resentencing reform services for the period of February 1, 2026, through June 1, 2028.**

8  
9 WHEREAS, San Francisco’s jails and prisons are overcrowded, creating increased  
10 costs for the county, state and its residents, as well as increased violence and worsening  
11 conditions in jail and prison units, and many people currently in prison could be safely  
12 released but lack the support needed to prove it; and

13 WHEREAS, According to data provided by the California Department of Corrections  
14 and Rehabilitation in September 2025, in San Francisco County, 148 people were serving  
15 sentences in prison lasting fifteen years or more even though they were eligible for youth  
16 offender parole, and 83% of the prison population is over the age of 50 despite their eligibility  
17 for elder parole; and

18 WHEREAS, More than half of this county’s prison population is serving indeterminate  
19 sentences, almost double the statewide rate, and these individuals are unable to access youth  
20 or elder parole due to inadequate access to legal counsel and the absence of holistic support;  
21 and

22 WHEREAS, Although California Penal Code, Section 3051 (PC 3051) and  
23 Proposition 57 (2016) ensure that youth given long sentences have a right to return to court to  
24 present individualized youth factors, there is no existing structure connecting them with an  
25 attorney or ensuring them a day in court; and

1           WHEREAS, At the same time, courts and commissioners require applicants to present  
2 a complex history of their past and their readiness for freedom, including their plans for  
3 housing, employment, and mental healthcare and recovery support; and

4           WHEREAS, At resentencing and parole hearings, applicants are faulted for a lack of  
5 comprehensive details about their plans for reentry, even though applicants are unable to use  
6 the internet, receive calls from potential providers, and often have inadequate access to  
7 counsel; and

8           WHEREAS, The San Francisco Public Defender’s post-conviction unit, The Freedom  
9 Project, aims to help clients who represent the most under-resourced population in San  
10 Francisco County and are simultaneously over-impacted by California and San Francisco’s  
11 criminal legal systems; and

12           WHEREAS, These public defender clients often experience severe childhood  
13 adversity, trauma, and systematic neglect, with many growing up in communities where public  
14 systems failed to meet even basic needs for safety, education, and health, and many have  
15 viable claims for relief under existing law through resentencing, parole hearings, release  
16 planning, and reentry, but because they often lack access to affordable legal counsel, they are  
17 unable to make those claims; and

18           WHEREAS, The San Francisco Public Defender’s Office applied for funding from the  
19 Office of the State Public Defender to increase the capacity of the Office’s Freedom Project in  
20 order to meet anticipated significantly increased community demand to provide a wide range  
21 of reentry services, including decarceration and resentencing reform, reuniting families,  
22 strengthening communities, and sharing their expertise with practitioners statewide; and

23           WHEREAS, These services are intended to expand, sustain, and lead the statewide  
24 replication of a holistic defense model incorporating trauma-informed advocacy and trained  
25

1 specialists, in order to offer effective support to clients who have viable means of relief under  
2 existing law; and

3 WHEREAS, This work will leverage five years of field-tested experience, existing  
4 partnerships with statewide advocates, and the team’s extensive background in both defense  
5 and community reentry; and

6 WHEREAS, Over the last several years, The Freedom Project helped 103 clients with  
7 release and reentry, contributing to a 30% reduction in San Francisco’s prison population and  
8 saving the State \$226 million, and these clients, who represented nearly 1,700 years of  
9 combined sentences, subsequently faced zero new convictions, demonstrating the  
10 tremendous capacity of holistic and justice-centered public defense; and

11 WHEREAS, The San Francisco Public Defender was awarded \$850,000 in grant funds  
12 from the Office of the State Public Defender’s Expanded Public Defense Services Grant to  
13 monitor and evaluate both the change in client capacity and the outcomes of The Freedom  
14 Project, with the additional staffing support of two Holistic Case & Reentry Specialists; and

15 WHEREAS, Any interest earned on the grant funds will go to the funded activities; and

16 WHEREAS, The San Francisco Public Defender proposes to maximize use of available  
17 grant funds on program expenditures by not including indirect costs in the grant budget; and

18 WHEREAS, The grant award period is February 1, 2026, to June 1, 2028 and the  
19 service term period is March 2, 2026 to May 15, 2028; and

20 WHEREAS, The grant does not require an amendment to the Annual Salary Ordinance  
21 (ASO) Amendment; now, therefore, be it

22 RESOLVED, That the Board of Supervisors hereby authorizes the San Francisco  
23 Public Defender to retroactively accept and expend \$850,000 in grant funds from the Office of  
24 the State Public Defender; and, be it

25

1           FURTHER RESOLVED, That the Board of Supervisors hereby authorizes the San  
2           Francisco Public Defender to maximize use of available grant funds on program expenditures  
3           by not including indirect costs in the grant budget, and waiving indirect costs; and, be it

4           FURTHER RESOLVED, That the Board of Supervisors hereby authorizes the Public  
5           Defender to expend any interest earned in accordance with the terms under which the  
6           principal is received and expended; and, be it

7           FURTHER RESOLVED, That the San Francisco Public Defender’s Office is authorized  
8           on behalf of the Board of Supervisors to sign the Grant Agreement with Office of the State  
9           Public Defender, including any extensions or amendments thereof; and, be it

10          FURTHER RESOLVED, That the San Francisco Public Defender’s Office agrees to  
11          abide by the terms and conditions of the Grant Agreement as set forth by Office of the State  
12          Public Defender.

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1 Recommended:

Approved: /s/ Sophia Kittler

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Daniel Lurie

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Mayor

4 /s/ Manohar Raju

5 Manohar Raju

Approved: /s/ Greg Wagner

6 Public Defender

Greg Wagner

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Controller

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File Number: 260287  
(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: **Expanded Public Defense Services Grant**
2. Department: **Public Defender's Office**
3. Contact Person: **Angela Chan** Telephone: **628-271-9661**
4. Grant Approval Status (check one):  
 Approved by funding agency                       Not yet approved
5. Amount of Grant Funding Approved or Applied for: **\$ 850,000**
6. a. Matching Funds Required: **\$ n/a**  
b. Source(s) of matching funds (if applicable):
7. a. Grant Source Agency: **Office of the State Public Defender**  
b. Grant Pass-Through Agency (if applicable): **n/a**
8. Proposed Grant Project Summary:  
**The Freedom Project is the SF Public Defender's post-conviction relief initiative, advancing decarceration, reentry, and resentencing reform. We guide incarcerated clients through resentencing, parole, and reentry—reuniting families, strengthening communities, and sharing our expertise with practitioners statewide. With current grant funding ending, we seek support through the Expanded Public Defense Service Grant to retain our two skilled and experienced social workers, Holistic Case & Reentry Specialists, who (1) prepare clients for court and parole hearings and develop reentry plans to support their return home, (2) train and advise post-conviction practitioners across California, and (3) bring frontline insight to statewide advocacy advancing post-conviction justice.**
9. Grant Project Schedule, as allowed in approval documents, or as proposed:  
Start-Date: **2/1/2026**                      End-Date: **6/1/2028**
10. a. Amount budgeted for contractual services: **\$151,674**  
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?  
d. Is this likely to be a one-time or ongoing request for contracting out? **As-needed litigation expert fees, client incentives, and outreach, with OCA rules to follow where applicable.**
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?  
**Indirect cost may be calculated at 10% of direct cost, however it's not included in the budget plan.**

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 checked="" type="checkbox"/> Existing Structure(s) | <input 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:

Arlene Laxamana

(Name)

Human Resources Manager

(Title)

Date Reviewed: \_\_\_\_\_



(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Manohar Raju

(Name)

Public Defender

(Title)

Date Reviewed: 03-09-2026



(Signature Required)



**SAN FRANCISCO  
PUBLIC DEFENDER**

Greater than one.



## THE FREEDOM PROJECT

We offer full second-look representation, including robust resentencing and parole board representation.

Our award-winning Freedom Project is redefining the odds for indigent clients in California prisons and creating a national model for post-conviction public defense.

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## AT A GLANCE: Freedom Project 2020-2025

With just 3 lawyers, 2 paralegals, and 2 social workers (social workers extended for 2 years through this \$850,000 grant):

- **104 client releases**
- **\$227 million** CA tax dollars saved
- **35% reduction** of San Franciscans in CDCR
- **1,703 years removed** from client's prison terms.

\*all as of 1-20-2026

# The Freedom Project brings justice & dignity to elders



- **69% of San Francisco's prison population is over 50**
- **44% is over age 60**
- **12% is over 70**
  
- CA spends 300% more to incarcerate people over age 55 than other age groups.
  
- Recidivism declines dramatically with age.
  
- Nearly all exiting prison have chronic health conditions.
  - Our caseworkers connect to primary care, mental health and specialty care, and targeted case management.

# The Freedom Project brings second chances to youth offenders



Charged as an adult at age 17, VR was released after resentencing. “I never thought in a million years I would have this close relationship with my son. After doing 15 years I am now working at UCSF. I was given an opportunity and I haven’t looked back. Thank you, for believing in me and fighting for me.”

JV fled an abusive home and was charged in the adult system at age 16. Despite victim support, the parole board refused to act. When the DA recommended resentencing and a new DA reneged, our advocacy produced a new rule of law: A shift in political winds alone cannot negate a resentencing referral. *People v. Vaesau* (2023) 94 Cal.App.5th 132.

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# The Freedom Project works to correct racial injustice

Youth of color comprise ~90% of cases  
transferred to adult court in CA.

“Just another” Black youth transferred to adult  
court in the 1980s at age 17, CJ spent 42 years in  
prison until our team undid his sentence.  
Released at age 59, he is now a case manager at  
the transitional home that welcomed him in early  
reentry.



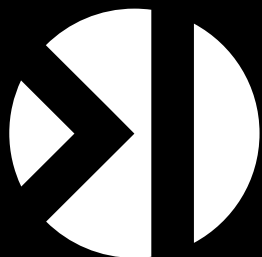
## WE DO NOT GIVE UP PEOPLE, FAMILIES, OR COMMUNITY.



**We build support systems** to keep our clients resourced, with our team available indefinitely.

**We strengthen community** through homecomings, Freedom Celebrations, and a monthly Freedom Peer Group to foster safe spaces and expand pro-social networks.

**We expand paths to freedom** with new laws and legal precedent.



**SAN FRANCISCO  
PUBLIC DEFENDER**

Greater than one.

**THANK YOU**

The **FREEDOM PROJECT**

San Francisco Public Defender

555 Seventh Street

San Francisco, CA 94103

[www.sfpublicdefender.org](http://www.sfpublicdefender.org)

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## Section III – Project Budget

*Note: Project Budget Period is 24 Months*

Budget Line Item	Total
1. Salaries and Benefits	\$ 693,326
2. Services and Supplies	\$ 0.00
3. Professional Services or Public Agency Subcontracts	\$ 151,674
4. Equipment/Fixed Assets	\$ 5,000
5. Other (Travel, Training, etc.)	\$ 0.00
6. Indirect Costs	
<b>Total</b>	<b>\$ 850,000</b>

1a. Salaries and Benefits		
Staff Title/Role <i>(Please specify staff role in the project)</i>	Salary (%FTE or hourly rate) + Benefits	Total
Criminal Justice Specialist II- 8452	1 FTE - \$260,143+ \$78,043	\$338,186
Criminal Justice Specialist II- 8452	1 FTE - \$273,185+ \$81,955	\$355,140
<b>Total Salaries and Benefits</b>		<b>\$ 693,326</b>

1b. Salaries and Benefit Narrative
------------------------------------

Salary and benefit rates are set by the City for this class of public employee.

2a. Services and Supplies		
Description of Services or Supplies	Calculation for Expenditure	Total

	Total Services and Supplies	\$ 0.00

**2b. Services and Supplies Narrative**

**3a. Professional Services**

Description of Professional Service(s)	Calculation for Expenditure	Total
Expert fees- litigation expense	estimate \$5,000-\$10,000/case for 12/24 cases	\$ 90,000
Client incentive	emergency housing rental, gift cards, groceries, household items for necessities	\$ 50,000
Community and client outreach	site rental, food, stipend	\$ 11,674
	Total Professional Services	\$ 151,674

**3b. Professional Services Narrative**

Expert fees allow us to commission reports and testimony documenting private risk assessments, psychological and development disability evaluations, and other specialized opinions, as necessary. Client incentives cover housing in emergency situations, like where a medically compromised individual will not be accepted at parole-funded facilities, gift cards for newly released individuals, and direct purchase of necessary household items when a client gets their own home. Community and client outreach covers items like food and beverage for Peer Group participants and biannual luncheons.

**4a. Equipment/Fixed Assets**

Description of Equipment/Fixed Assets	Calculation for Expense	Total



By submitting this application, the applicant agrees that if it is awarded a grant by the Office of the State Public Defender, the applicant will abide by the following:

- a. It will use any funds it receives only for the purposes stated in its application. Should the OSPD determine in its sole discretion that the applicant is unlikely to use all funds received for these purposes within the grant period, the applicant will return funds to the OSPD, as directed by OSPD.
- b. It will not discriminate based on race, color, national origin, religion, gender, disability, age, marital or domestic partnership status, medical condition, or sexual orientation.
- c. It will permit reasonable site visits and will present additional information deemed reasonably necessary to determine compliance with the terms of the grant.
- d. It will comply with fiscal management and control procedures adopted by OSPD.
- e. It understands that any proposal submitted for grant, and all documents submitted pursuant to issuance of grant, are public documents, and may be disclosed to any person.
- f. It agrees it will file regular program and financial reports, as may be required by the OSPD, and cooperate with other data collection requests by the OSPD for this grant.
- g. The OSPD is permitted, in its sole discretion, to adjust Applicant's award at any time to reflect the actual amount of funding available for the grant. Consequently, grantees shall not be guaranteed any specific dollar amount in grant funds, or any grant funds at all, if funds received are insufficient or unavailable to OSPD for this purpose.

**Authorized Signature**

*By signing this application, I hereby certify that:*

- I understand and agree with the terms and conditions above.*
- All information provided is true and accurate.*
- I am vested by the Applicant Organization with the authority to enter into contract with the OSPD, and that the grantee and any subcontractors will abide by the laws, policies and procedures governing this funding.*

Danielle Harris	Managing Attorney		
Name	Title		
415-596-9970	danielle.harris@sfgov.org		
Telephone Number	Email Address		
555 Seventh Street	San Francisco	CA	94103
Street Address	City	State	Zip Code

<b>APPLICANT'S SIGNATURE</b> <i>(Signed by the authorized signatory with a digital signature OR a wet signature in blue ink.)</i>	<b>DATE</b>
<i>Danielle Harris</i>	10/27/25

State of California – Office of the State Public Defender  
**Expanded Public Defense Grant Application** (Sept. 2025)



**Section I – Project Profile**

**1. Applicant Contact Information**

San Francisco Public Defender		94-3137786	
Name of Applicant <Organization>		Taxpayer Identification Number	
555 Seventh Street	San Francisco	CA	94103
Street Address	City	State	Zip Code
Mailing Address (if different)		City	State
Danielle Harris		415-596-9970	danielle.harris@sfgov.org
Name of the Person Completing the Application		Phone Number	Email Address

**2. Project Information**

Project Title	Empowering Successful Reentry through Holistic Support, The Freedom Project, SF Public Defender		
Grant Funds Requested <i>See Budget Worksheet</i>	<input type="checkbox"/> Small Scope (\$450,000 max)	<input checked="" type="checkbox"/> Large Scope (\$850,000 max)	
	<input type="checkbox"/> Multi-County (\$1,800,000 max)		
Project Summary (100-150 words)	See attached.		

**3. Project Director**

Danielle Harris	Managing Attorney		
Name	Title		
415-596-9970	danielle.harris@sfgov.org		
Phone Number	Email Address		
555 Seventh Street	San Francisco	CA	94103
Street Address	City	State	Zip Code

**4. Financial Officer**

Janica Li	Finance Manager		
Name	Title		
628-271-9745	Janica.li@sfgov.org		
Phone Number	Email Address		
555 Seventh Street	San Francisco	CA	94103
Payment Mailing Address	City	State	Zip Code

**5. Day-to-Day Program Contact (if different than project director)**

Name	Title		
Phone Number	Email Address		
Street Address	City	State	Zip Code

---

**6. Day-to-Day Fiscal Contact**

---

Same as Financial Officer, above

---

Name

Title

---

Phone Number

Email Address

---

Street Address

City

State

Zip Code

---

**Section II – Project Information**

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1. Project Need (500 words max)

See attached.

---

2. Project Description (1500 words max)

See attached.

---

3. Capacity and Sustainability (500 words max)

See attached.

---

4. Data Collection (500 words max)

See attached.

## Section III – Project Budget

*Note: Project Budget Period is 24 Months*

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2. Services and Supplies	\$ 0.00
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<b>Total</b>	<b>\$ 850,000</b>

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**4a. Equipment/Fixed Assets**

Description of Equipment/Fixed Assets	Calculation for Expense	Total



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- a. It will use any funds it receives only for the purposes stated in its application. Should the OSPD determine in its sole discretion that the applicant is unlikely to use all funds received for these purposes within the grant period, the applicant will return funds to the OSPD, as directed by OSPD.
- b. It will not discriminate based on race, color, national origin, religion, gender, disability, age, marital or domestic partnership status, medical condition, or sexual orientation.
- c. It will permit reasonable site visits and will present additional information deemed reasonably necessary to determine compliance with the terms of the grant.
- d. It will comply with fiscal management and control procedures adopted by OSPD.
- e. It understands that any proposal submitted for grant, and all documents submitted pursuant to issuance of grant, are public documents, and may be disclosed to any person.
- f. It agrees it will file regular program and financial reports, as may be required by the OSPD, and cooperate with other data collection requests by the OSPD for this grant.
- g. The OSPD is permitted, in its sole discretion, to adjust Applicant's award at any time to reflect the actual amount of funding available for the grant. Consequently, grantees shall not be guaranteed any specific dollar amount in grant funds, or any grant funds at all, if funds received are insufficient or unavailable to OSPD for this purpose.

**Authorized Signature**

*By signing this application, I hereby certify that:*

- I understand and agree with the terms and conditions above.*
- All information provided is true and accurate.*
- I am vested by the Applicant Organization with the authority to enter into contract with the OSPD, and that the grantee and any subcontractors will abide by the laws, policies and procedures governing this funding.*

Danielle Harris	Managing Attorney		
Name	Title		
415-596-9970	danielle.harris@sfgov.org		
Telephone Number	Email Address		
555 Seventh Street	San Francisco	CA	94103
Street Address	City	State	Zip Code

<b>APPLICANT'S SIGNATURE</b> <i>(Signed by the authorized signatory with a digital signature OR a wet signature in blue ink.)</i>	<b>DATE</b>
<i>Danielle Harris</i>	10/27/25



**Office of the State  
Public Defender**

SACRAMENTO  
770L Street, Suite 1000  
Sacramento, CA 95814  
(916) 322-2676  
(916) 327-0459 (fax)

OAKLAND  
1111 Broadway, 10th Floor  
Oakland, CA 94607  
(510) 267-3300  
(510) 452-8712 (fax)

December 18, 2025

Attn: Manohar Raju  
555 Seventh Street  
San Francisco, CA 94103

Dear Manohar,

Congratulations! San Francisco Public Defender has been awarded \$850,000 for the Expanded Public Defense Services (Holistic Defense) Grant. The Office of the State Public Defender (OSPD)'s offer of these grant funds is contingent on your agreement to the following terms:

**1. Grant Period and Service Term**

- o The grant service term - meaning the period during which services must be made available to clients using grant funds - is March 2, 2026 - May 15, 2028.
- o The grant period is February 1, 2026 - June 1, 2028.
  - This allows for some time before and after the service term to use funds for planning and wrap up. Some examples may include data collection planning or reporting and work related to hiring. All grant funds expire on June 1, 2028.

**2. Disbursement of Funds**

- o The grant award will be processed for payment upon receipt of this letter signed by Grantee acknowledging acceptance of all terms herein.
- o OSPD will then fully execute the letter and return a copy to Grantee. OSPD will then begin the process to disburse the entire Grant award to Grantee. Disbursements can take several weeks to be processed after receipt of all documents.
- o Grantees may commence work when all approvals have been obtained, the grant period has commenced, and Grantee has been given written authorization to begin work by OSPD.
- o Grantee shall provide written acknowledgment to OSPD at [ospd.grant@ospd.ca.gov](mailto:ospd.grant@ospd.ca.gov) within 10-days of receipt of funds.

### 3. Allowable Uses

- o Grant funds may only be used to fund activities and services explicitly specified in the approved project proposal.
- o Grantee may not use funds for any purpose prohibited by law.
- o Should the Grantee determine that a change in the proposed scope of work or proposed budget become necessary, Grantee shall submit a written request to OSPD at [ospdgrant@ospd.ca.gov](mailto:ospdgrant@ospd.ca.gov) within 15-days of the identified need and await written approval by OSPD of any requested change before taking action.

### 4. Fiscal and Programmatic Reporting

- o Grantee shall submit progress and expenditure reports biannually utilizing reporting templates provided by OSPD on the schedule outlined in the table below.
  - In addition to the required reports, grantee shall comply with all reasonable requests from OSPD for additional information about program activities and/or expenditures.
- o Grantee shall maintain all supporting documentation (including, but not limited to executed contracts, invoices, receipts, and accounting records) for a minimum of three (3) fiscal years after the end of the grant period to document and account for all funding received.
  - OSPD, their designee, or any legally authorized state audit official, will be permitted access to review or audit all applicable records to verify expenditures and activities under the grant.
- o Grantee must identify and disclose any unspent grant funds in the final grant expenditure report and commit to return or repay any portion of the funds not used for the specified purposes outlined in the grant proposal within 15-days after submitting the final grant expenditure report. Payment must be remitted to: *Office of the State Public Defender, Attention: Fiscal and Business Services, 770 L Street, Suite 1000, Sacramento, CA 95814*

### 5. Data Collection

- o Grantee shall collect, maintain, and report data requested by OSPD at intervals established by the grantor to support evaluation of the project's implementation and impact.<sup>1</sup>
- o In addition to specific data collection and reporting requests from OSPD, Grantee will cooperate with any additional reasonable requests from OSPD and/or its designees to document the impact of grant funds.
- o Grantee will share with OSPD any evaluations conducted by Grantee to

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<sup>1</sup> The Budget Bill language for this grant makes receiving funds conditional on providing “data and outcomes, including, but not limited to, expenditure of funds and a description of how the funding was used and what outcomes were achieved, to the State Public Defender in a manner determined by the State Public Defender.”

document the impact of grant funds, subject to appropriate deidentification/aggregation to protect client confidentiality.

**6. Termination and Recall of Grant Funds**

- o OSPD reserves the right to terminate the grant award and recall all unspent grant funds for failure of Grantee to abide by any of the terms of this grant award letter, including but not limited to failure to provide the progress, expenditure, and/or data reports outlined herein.
  - In the event of such a termination, Grantee must return all unexpended grant funds to OSPD within 15-days of notice of grant termination.

<u>Timeline</u>	<u>Estimated Completion Dates</u>
Grant Term Begins	February 2, 2026
Service Term Begins	<b>March 2, 2026</b>
Progress Report and Expenditure Summary #1	September 2026*
Progress Report and Expenditure Summary #2	March 2027*
Progress Report and Expenditure Summary #3	September 2027*
Service Term Ends	<b>May 2, 2028</b>
Grant Final Report	June 15, 2028

*\*Dates are a good faith estimate and may be adjusted at OSPD discretion with notice to grantees.*

**7. Additional Requirements**

Grantee further agrees to:

- o Attend OSPD organized Grantee meetings or trainings with reasonable advance notice.
- o Cooperate with any efforts by OSPD, or their designee, to publicize the funding award and its impacts.
- o Grant to and vest in OSPD the right to use information from the grant project for reporting, evaluation, and public communication.
- o Remain in good standing regarding any required charitable or nongovernmental organizational registration required by the Department of Justice, the California Secretary of State, and/or the IRS, as applicable.
- o Report any changes within the organization’s grant administrative contacts to OSPD at [ospd.grant@ospd.ca.gov](mailto:ospd.grant@ospd.ca.gov) within 5 business days of the change.
- o Comply with all requirements and terms of the OSPD Grant Procedures Manual, attached in conjunction with this letter.

If your organization agrees to the terms outlined in this grant award letter, please have an authorized representative sign, and return one copy of this letter via email to: [ospd.grant@ospd.ca.gov](mailto:ospd.grant@ospd.ca.gov).

Sincerely,

A handwritten signature in black ink, appearing to be 'CF' or similar initials, written in a cursive style.

Caneel Fraser  
Executive Director, Indigent Defense Improvement Division  
Office of the State Public Defender

A handwritten signature in black ink, reading 'Galit Lipa', written in a cursive style.

Galit Lipa  
State Public Defender

I certify that the organization named above accepts the terms outlined in this letter as a condition of accepting and using grant funds under the Expanded Public Defense Grant and that I am authorized to legally bind the organization to these requirements.

\_\_\_\_\_  
Legal Applicant Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
OSPD Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature



**Office of the State  
Public Defender**

SACRAMENTO  
770L Street, Suite 1000  
Sacramento, CA 95814  
(916) 322-2676  
(916) 327-0459 (fax)

OAKLAND  
1111 Broadway, 10th Floor  
Oakland, CA 94607  
(510) 267-3300  
(510) 452-8712 (fax)

December 18, 2025

Attn: Manohar Raju  
555 Seventh Street  
San Francisco, CA 94103

Re: Expanded Public Defense Services (Holistic Defense) Grant

**ACKNOWLEDGEMENT OF WORK COMMENCEMENT AUTHORIZATION DISCLAIMER**

The attached Award Letter shall be of no force or effect until it is signed by the Office of the State Public Defender (OSPD). The signing of this Award Letter by your organization does not authorize the commencement of work.

By signing this letter, your organization acknowledges and agrees not to begin work until all approvals have been obtained, the Award Letter has been fully executed, the Grantee has been given written authorization to begin work, and the grant term has commenced. Should any work begin before all approvals are obtained or authorization is given, any activities will be considered voluntary and will not be attributable to grant funds.

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*Authorized Signature*

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*Date*

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*Printed Name and Title*

**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** Angela Chan  
**DATE:** March 4th, 2026  
**SUBJECT:** Accept and Expend Resolution for Subject Grant

**GRANT TITLE:** Expanded Public Defense Services Grant

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

- Proposed grant resolution; original\* signed by Department, Mayor, Controller
- 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:**

**Departmental representative to receive a copy of the adopted resolution:**

Name: Angela Chan

Phone: 628-271-9661

Interoffice Mail Address: 555 7<sup>th</sup> Street, San Francisco, CA 94103

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).

## Introduction Form

*(by a Member of the Board of Supervisors or the Mayor)*



I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee (Ordinance, Resolution, Motion or Charter Amendment)
- 2. Request for next printed agenda (For Adoption Without Committee Reference)  
*(Routine, non-controversial and/or commendatory matters only)*
- 3. Request for Hearing on a subject matter at Committee
- 4. Request for Letter beginning with "Supervisor  inquires..."
- 5. City Attorney Request
- 6. Call File No.  from Committee.
- 7. Budget and Legislative Analyst Request (attached written Motion)
- 8. Substitute Legislation File No.
- 9. Reactivate File No.
- 10. Topic submitted for Mayoral Appearance before the Board on

The proposed legislation should be forwarded to the following (please check all appropriate boxes):

- Small Business Commission       Youth Commission       Ethics Commission
- Planning Commission       Building Inspection Commission       Human Resources Department

General Plan Referral sent to the Planning Department (proposed legislation subject to Charter 4.105 & Admin 2A.53):

- Yes                       No

*(Note: For Imperative Agenda items (a Resolution not on the printed agenda), use the Imperative Agenda Form.)*

Sponsor(s):

Subject:

Long Title or text listed:

Signature of Sponsoring Supervisor: