

<b>PROPOSAL COVER SHEET</b>
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RFP Number	2013-SF-01
County(ies) of Territory	San Francisco
SBA Funding Requested	\$150,000

### LATE PROPOSALS WILL NOT BE ACCEPTED

The submission of this proposal does not obligate HSUSPF to fund the proposed program. If the proposal is approved for funding, a contract will be executed between the HSUSPF and the bidder. When funding is authorized, the bidder will be expected to adhere to all terms of the executed contract.

<b>1. APPLICANT INFORMATION</b>		
Name of Organization	City of San Francisco, Office of Economic & Workforce Development	
Street Address	1 Dr Carlton B Goodlett Place, Room 448	
City, State, Zip Code	San Francisco, CA 94102	
Website	<a href="http://www.oewd.org">www.oewd.org</a>	
Contact Person	Jordan Klein	
Contact's Title	Senior Project Manager	
Phone Number	(415) 554-6645	
Fax Number		
Email Address	<a href="mailto:Jordan.klein@sfgov.org">Jordan.klein@sfgov.org</a>	
<b>2. APPLICANT LEGAL ENTITY STATUS</b> <i>Please check one choice only.</i>		
<input type="checkbox"/>	Non-Profit Organization	Type of Nonprofit (501c3, 501c6, etc):
		Place and Date of Incorporation:
		President of Corporation:
<input type="checkbox"/>	Institution of Higher Education	Private or Public Institution:
		President of the Institution:
<input checked="" type="checkbox"/>	Municipality or County	City, Town or County: <b>City</b>
		City Manager or County Executive: <b>Naomi Kelly, City Administrator</b>
		Mayor or Chair of Board of Supervisors: <b>Mayor Edwin M. Lee</b>
<input type="checkbox"/>	Other Public Economic Development Institution	Legal Status:
		President/ Highest Ranking Director:
		Chair of Board of Directors:
<b>3. CERTIFICATION</b>		
I hereby certify that the information reported in this proposal is, to the best of my knowledge, complete and accurate; that the applicant organization named has authorized me, as its representative, to submit this proposal; and that the proposal and cost information is valid for one hundred twenty (120) days from the date of submission.		
	<b>Jordan Klein</b> Senior Project Manager	<b>12/17/13</b>
Signature	Printed Name and Title	Date

## HOST ORGANIZATION CONTACT INFORMATION

Please provide the following contract information.

<b>1. AUTHORIZED CONTRACT DESIGNEE/ CONTRACT SIGNATORY</b>	
Name	Todd Rufo
Title	Director, Office of Economic & Workforce Development
Primary Phone	(415) 554-5694
Alternate Phone	
Fax	
Email	<a href="mailto:todd.rufo@sfgov.org">todd.rufo@sfgov.org</a>
<b>2. RESPONSIBLE ADMINISTRATOR (Person to whom the SBDC manager reports to)</b>	
Name	Todd Rufo
Title	Director, Office of Economic & Workforce Development
Primary Phone	(415) 554-5694
Alternate Phone	
Fax	
Email	<a href="mailto:todd.rufo@sfgov.org">todd.rufo@sfgov.org</a>
<b>3. FISCAL OFFICER/ ACCOUNTING MANAGER</b>	
Name	Merrick Pascual
Title	Chief Financial Officer
Primary Phone	(415) 701-4811
Alternate Phone	
Fax	
Email	<a href="mailto:merrick.pascual@sfgov.org">merrick.pascual@sfgov.org</a>
<b>4. CONTRACTS/ GRANTS MANAGER</b>	
Name	Fred Liedl
Title	Finance Manager
Primary Phone	(415) 701-4834
Alternate Phone	
Fax	
Email	<a href="mailto:fred.liedl@sfgov.org">fred.liedl@sfgov.org</a>

**ATTACHMENT 3**

<b>SBDC CONSULTING WORKPLAN AND OUTCOMES: STARTUP/YEAR 1</b>										
<b>RFP # 2013-SF-01</b>										
<b>SERVICE TERRITORY</b> San Francisco County										
<b>APPLICANT ORGANIZATION</b> City & County of San Francisco, Office of Economic & Workforce Development										

	Month 1 (April 2014)	Month 2 (May 2014)	Month 3 (June 2014)	Month 4 (July 2014)	Month 5 (August 2014)	Month 6 (September 2014)	Month 7 (October 2014)	Month 8 (November 2014)	Month 9 (December 2014)	YEAR 1 TOTAL
<b>COUNSELING Service Delivery</b>										
# of business clients to receive private (1-on-1) business consulting	50	50	75	100	100	100	100	100	100	<b>775</b>
Total # of hours of consulting	100	150	250	250	250	350	350	400	400	<b>2500</b>
Total # of business clients receiving more than 5 hours of consulting within the calendar year (Long Term Clients)	5	5	15	25	25	25	25	30	30	<b>185</b>
<b>COUNSELING Economic Impacts</b>										
# of business clients to produce a measurable economic impact (outcome) that is attributed to the SBDC consulting provided	20	20	30	40	40	40	40	40	40	<b>310</b>
Total Jobs Created	8	8	11	15	15	15	15	15	15	<b>117</b>
Total Jobs Retained (that were previously slated for elimination)	8	8	11	15	15	15	15	15	15	<b>117</b>
Total New Businesses Started	3	3	4	5	5	5	5	5	5	<b>40</b>
Total Increases in Sales	\$ 150,000	\$ 225,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 525,000	\$ 525,000	\$ 600,000	\$ 600,000	<b>\$ 3,750,000</b>
Total Dollar Amount- Loans Secured	\$ -	\$ -	\$ 375,000	\$ 625,000	\$ 625,000	\$ 625,000	\$ 625,000	\$ 750,000	\$ 750,000	<b>\$ 4,375,000</b>
Total Dollar Amount- Equity Secured	\$ -	\$ -	\$ 225,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 450,000	\$ 450,000	<b>\$ 2,625,000</b>
Total Capital Infusion (Dollar amount of Business Loans Secured + Dollar amount of Equity Capital Secured)	\$ -	\$ -	\$ 600,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,200,000	\$ 1,200,000	<b>\$ 7,000,000</b>

**Notes:**

- \* Service provision will scale up gradually over time
- \* Jobs created and retained estimates are calculated based on a percentage of total businesses served
- \* Sales increases estimates are calculated based on a product of total hours of consulting services
- \* Capital infusion estimates are calculated based on a product of long term clients

**2013 SBDC BUDGET PROPOSAL**

RFP # 2013-SF-01

SERVICE TERRITORY City &amp; County of San Francisco

APPLICANT ORGANIZATION City &amp; County of San Francisco, Office of Economic &amp; Workforce Development

DESCRIPTION		SBA	Cash Match	In-Kind Match	Indirect (waived)	Total Match	Program Income	Non- Match Cash	TOTAL
<b>A. PERSONNEL</b>									
	FTE%								
Director of Small Business Services	100%	55,738.00	30,012.00	0.00		30,012.00	0.00	0.00	85,750.00
Lead Case Manager	100%	18,254.00	54,763.00	0.00		54,763.00	0.00	0.00	73,017.00
Case Manager	75%	0.00	54,763.00	0.00		54,763.00	0.00	0.00	54,763.00
Case Manager	60%	0.00	43,811.00	0.00		43,811.00	0.00	0.00	43,811.00
Jobs Squad	60%	0.00	35,424.00	0.00		35,424.00	0.00	0.00	35,424.00
Jobs Squad	60%	0.00	35,424.00	0.00		35,424.00	0.00	0.00	35,424.00
Data Management Assistant	25%	7,800.00	0.00	0.00		0.00	0.00	0.00	7,800.00
	0%	0.00	0.00	0.00		0.00	0.00	0.00	0.00
<b>Total Personnel</b>		<b>81,792.00</b>	<b>254,197.00</b>	<b>0.00</b>	<b>0.00</b>	<b>254,197.00</b>	<b>0.00</b>	<b>0.00</b>	<b>335,989.00</b>
<b>B. FRINGE BENEFITS</b>									
	%								
Director of Small Business Services	100%	22,295.00	12,005.00	0.00		12,005.00	0.00	0.00	34,300.00
Lead Case Manager	100%	7,302.00	21,905.00	0.00		21,905.00	0.00	0.00	29,207.00
Case Manager	75%	0.00	21,905.00	0.00		21,905.00	0.00	0.00	21,905.00
Case Manager	60%	0.00	17,524.00	0.00		17,524.00	0.00	0.00	17,524.00
Jobs Squad	60%	0.00	14,170.00	0.00		14,170.00	0.00	0.00	14,170.00
Jobs Squad	60%	0.00	14,170.00	0.00		14,170.00	0.00	0.00	14,170.00
Data Management Assistant	25%	1,560.00	0.00	0.00		0.00	0.00	0.00	1,560.00
	0%	0.00	0.00	0.00		0.00	0.00	0.00	0.00
<b>Total Fringe Benefits</b>		<b>31,157.00</b>	<b>101,679.00</b>	<b>0.00</b>	<b>0.00</b>	<b>101,679.00</b>	<b>0.00</b>	<b>0.00</b>	<b>132,836.00</b>
<b>C. TRAVEL</b>									
# of Miles:	1,000 mi rate: 0.56	560.00	0.00	0.00		0.00	0.00	0.00	560.00
# of Airfare:	1 avg rate: 450.00	450.00	0.00	0.00		0.00	0.00	0.00	450.00
# of Hotels:	3 avg rate: 150.00	450.00	0.00	0.00		0.00	0.00	0.00	450.00
# of Per-Diem:	3 day rate: 75.00	225.00	0.00	0.00		0.00	0.00	0.00	225.00
Other		730.00	0.00	0.00		0.00	0.00	0.00	730.00
<b>Total Travel</b>		<b>2,415.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,415.00</b>
<b>D. EQUIPMENT</b>									
(only for items \$5,000 or more)		0.00	0.00	0.00		0.00	0.00	0.00	0.00
<b>Total Equipment</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>E. SUPPLIES</b>									
General Office and Operational		0.00	5,000.00	0.00		5,000.00	0.00	0.00	5,000.00
<b>Total Supplies</b>		<b>0.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000.00</b>
<b>F. CONTRACTUAL</b>									
		0.00	0.00	0.00		0.00	0.00	0.00	0.00
		0.00	0.00	0.00		0.00	0.00	0.00	0.00
		0.00	0.00	0.00		0.00	0.00	0.00	0.00
<b>Total Contractual</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>G. CONSULTANTS</b>									
Contractor	Hrs Hrly rate								
Business Consultants	1,750 60	20,000.00	85,000.00	0.00		85,000.00	0.00	0.00	105,000.00
<b>Total Consultants</b>		<b>20,000.00</b>	<b>85,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>85,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>105,000.00</b>
<b>H. OTHER</b>									
Facilities		0.00	0.00	0.00		0.00	0.00	0.00	0.00
Training and conferences		1,000.00	1,000.00	0.00		1,000.00	0.00	0.00	2,000.00
Telecom		0.00	1,000.00	0.00		1,000.00	0.00	0.00	1,000.00
Printing/Copying		0.00	3,000.00	0.00		3,000.00	0.00	0.00	3,000.00
Postage		0.00	2,000.00	0.00		2,000.00	0.00	0.00	2,000.00
<b>Total Other</b>		<b>1,000.00</b>	<b>7,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,000.00</b>
<b>I. TOTAL DIRECT</b>		<b>136,364.00</b>	<b>452,876.00</b>	<b>0.00</b>	<b>0.00</b>	<b>452,876.00</b>	<b>0.00</b>	<b>0.00</b>	<b>589,240.00</b>
<b>J. INDIRECT COSTS</b>									
IDC Rate: 22.9%									
Note: IDC basis is SBA IDC Claimed: 10.0%		13,636.00				0.00			13,636.00
% of Salaries/Fringe SBA IDC Waived:					93,678.00	93,678.00			93,678.00
<b>TOTAL BUDGET</b>		<b>150,000.00</b>	<b>452,876.00</b>	<b>0.00</b>	<b>93,678.00</b>	<b>546,554.00</b>	<b>0.00</b>	<b>0.00</b>	<b>696,554.00</b>


2013 SBDC BUDGET JUSTIFICATION			
		RFP #	2013-SF-01
		SERVICE TERRITORY	City & County of San Francisco
		APPLICANT ORGANIZATION	City & County of San Francisco, Office of Economic & Workforce Development
DESCRIPTION		TOTAL	BUDGET NARRATIVE
<b>A. PERSONNEL</b>			
	FTE%		
Director of Small Business Services	1.00	85,750.00	Small business consulting services; loan packaging; referrals to partner organizations; assignment of clients to consultants; overall coordination of activities; and strategic partnerships.
Lead Case Manager	1.00	73,017.00	
Case Manager	0.75	54,763.00	Intake and assessment; permits and licensing assistance; referrals to partner organizations; and assignment of clients to the Director of Small Business Services and consultants.
Case Manager	0.60	43,811.00	
Jobs Squad	0.60	35,424.00	Program outreach; intake and assessment; referrals to partner organizations; and referrals to SBAC case managers.
Jobs Squad	0.60	35,424.00	
Data Management Assistant	0.25	7,800.00	Data entry and management
<b>Total Personnel</b>		<b>335,989.00</b>	
<b>B. FRINGE BENEFITS</b>			
	%		
Director of Small Business Services	1.00	34,300.00	
Lead Case Manager	1.00	29,207.00	
Case Manager	0.75	21,905.00	
Case Manager	0.60	17,524.00	
Jobs Squad	0.60	14,170.00	
Jobs Squad	0.60	14,170.00	
Data Management Assistant	0.25	1,560.00	
<b>Total Fringe Benefits</b>		<b>132,836.00</b>	
<b>C. TRAVEL</b>			
# of Miles:	1,000 mi rate:	560.00	For travel to serve clients
# of Airfare:	1 avg rate:	450.00	For travel to SBDC conference
# of Hotels:	3 avg rate: 150	450.00	For travel to SBDC conference
# of Per-Diem:	3 day rate: 75	225.00	For travel to SBDC conference
Other		730.00	For travel to serve clients
<b>Total Travel</b>		<b>2,415.00</b>	
<b>D. EQUIPMENT</b>			
(only for items \$5,000 or more)		0.00	
<b>Total Equipment</b>		<b>0.00</b>	
<b>E. SUPPLIES</b>			
General Office and Operational		5,000.00	
<b>Total Supplies</b>		<b>5,000.00</b>	
<b>F. CONTRACTUAL</b>			
		0.00	
		0.00	
		0.00	
<b>Total Contractual</b>		<b>0.00</b>	
<b>G. CONSULTANTS</b>			
Contractor	Hrs Hrly rate		
Business Consultants	1,750 60	105,000.00	Average hourly rate for all business consultants
		0.00	
		0.00	
<b>Total Consultants</b>		<b>105,000.00</b>	
<b>H. OTHER</b>			
Facilities		0.00	Included in indirect waived
Training and conferences		2,000.00	
Telecom		1,000.00	
Printing/Copying		3,000.00	
Postage		2,000.00	
		0.00	
<b>Total Other</b>		<b>8,000.00</b>	
<b>I. TOTAL DIRECT</b>		<b>589,240.00</b>	
<b>J. INDIRECT COSTS</b>			
IDC Rate:		22.9%	
SBA IDC Claimed:		10.0%	13,636.00
SBA IDC Waived:		0.0%	93,678.00
<b>TOTAL BUDGET</b>		<b>696,554.00</b>	

**CERTIFICATION OF CASH AND IN-KIND MATCH**

<b>CASH MATCH</b>					
<i>The total Cash Match on this sheet should match the total Cash Match on ATTACHMENT 3- Sheet 1</i>					
<b>Source of Cash Match</b> (include name of funding entity, grant name, etc)	<b>Brief Description</b> (What does funding pay for?)	<b>Dollar Amount</b>	<b>Is funding already secured?</b> (Y or N)	<b>If not Secured, when do you expect to know if is secured?</b>	<b>Funder's Performance Period</b> (start and end date)
Community Development Block Grants	Business consultants; Director of Small Business Services	\$105,000	FY13-14 funds secured.	FY14-15 funds to be secured by May 2014.	7/1/13-6/30/14; 7/1/14-6/30/15
City & County of SF General Fund	Remaining salaries, benefits, expenses and indirect costs	\$441,554	FY13-14 funds secured	FY14-15 budget to be finalized by June 2014	7/1/13-6/30/14; 7/1/14-6/30/15
<b>Total Cash Match</b>					

<b>IN-KIND MATCH</b>				
<i>The total In-Kind Match on this sheet should match the total In-Kind Match on ATTACHMENT 3- Sheet 1</i>				
<b>Source of In-Kind Match</b> (include name of donating entity)	<b>Brief Description</b> (What is the in-kind for?)	<b>Dollar Value</b>	<b>New in-kind source or used in the past?</b>	<b>Documentation type to be used to for certifying in-kind?</b>
<b>Total Cash Match</b>				

As the authorized representative of the Applicant Organization, I hereby certify that the Small Business Development Center program budget as set forth in this proposal contains match in the amount and from the sources listed above. I certify that these funds and contributions are/will be under the control of the top SBDC manager and that these funds are not being used to match any other federal funds.

	<b>Jordan Klein</b> Senior Project Manager	<b>December 17, 2013</b>
<b>Signature</b>	<b>Printed Name and Title</b>	<b>Date</b>

**PLANNED CLOSURE DATES**

Please indicate all closure dates for the location(s) where SBDC services will be provided. It is completely acceptable if some of the listed holidays are not observed and/or are observed on a different date by the applicant organization.

Fourteen (14) closures is an the normal number of days SBDCs are closed for holidays. This allows for ten (10) federal holidays, Cesar Chavez Day—a holiday in California, and three other days normally used the day after Thanksgiving and in conjunction to Christmas. SBDC closures of more than fourteen (14) days may impact funding levels.

<b>Holiday</b>	<b>2014 Date</b>	<b>2014 Center Closure (Date Observed)</b>
New Year's Day	January 1	January 1
Martin Luther King Day	January 20	January 20
President's Day	February 17	February 17
Cesar Chavez Day	March 31	n/a
Memorial Day	May 26	May 26
Independence Day	July 4	July 4
Labor Day	September 1	September 1
Columbus Day	October 13	October 13
Veterans Day	November 11	November 11
Thanksgiving Day	November 27	November 27 & 28
Christmas day	December 25	December 25
SBDC Staff Trainings	TBD	TBD (2)

Total closure days: 13

## **Attachments 8: Résumés**

Enclosed are résumés for the following existing personnel referenced in the proposal:

Todd Rufo, Director, Office of Economic & Workforce Development

Joaquin Torres, Deputy Director

Regina Dick-Endrizzi, Director, Office of Small Business

Martha Yanez, Small Business Assistance Center Supervisor

Christian Murdock, Administrative Analyst, Office of Small Business

Manish Goyal, Program Manager, Jobs Squad

Francis Chan, Project Manager, Jobs Squad

Merrick Pascual, Chief Financial Officer

Fred Liedl, Finance Manager

Lisa Estrada, Fiscal Compliance Officer

Laurel Arvanitidis (née Barsotti)

Amy Cohen, Director, Neighborhood Business Development

Holly Lung, Economic Development Program Manager

Jordan Klein, Senior Project Manager, Invest in Neighborhoods

Crezia Tano, Senior Project Manager, Community Benefit District Program

Ellyn Parker, Project Manager

Jorge Rivas, Project Manager

Diana Ponce De Leon, Project Manager





SMALL BUSINESS COMMISSION  
OFFICE OF SMALL BUSINESS



CITY AND COUNTY OF SAN FRANCISCO  
EDWIN M. LEE, MAYOR

December 10, 2013

Todd Rufo, Director  
Office of Economic and Workforce Development  
City and County of San Francisco  
1 Dr. Carlton B. Goodlett Place, Room 448  
San Francisco, CA 94102

**Subj: Passage of Resolution No. 001-13-SBC [Supporting SF Small Business Development Center Proposal]**

Dear Mr. Rufo:

At a special meeting on Monday, December 9, 2013, the Small Business Commission unanimously passed a resolution in support of your office's application to host the Northern California Small Business Development Center (SBDC) program. The Commission believes the SBDC program is a natural fit to compliment the ongoing small business support and development services provided by your staff and by the Office of Small Business.

I wish you luck with your application, and want to convey the Commission's appreciation for your hard work and continuous support to San Francisco's small business community.

Please feel free to contact me should you have any questions related to the Commission's action.

Sincerely,

A handwritten signature in black ink that reads 'Regina Dick-Endrizzi'.

Regina Dick-Endrizzi  
Director, Office of Small Business

cc: Jason Elliot, Mayor's Office  
Joaquin Torres, OEWD  
Jordan Klein, OEWD

SMALL BUSINESS COMMISSION  
1 DR. CARLTON B. GOODLETT PLACE, ROOM 110  
SAN FRANCISCO, CA 94102  
415.554.6134

REGINA DICK-ENDRIZZI, EXECUTIVE DIRECTOR  
CHRISTIAN MURDOCK, ACTING COMMISSION SECRETARY



SMALL BUSINESS COMMISSION  
OFFICE OF SMALL BUSINESS



CITY AND COUNTY OF SAN FRANCISCO  
EDWIN M. LEE, MAYOR

STEPHEN ADAMS, PRESIDENT  
MONETTA WHITE, VICE PRESIDENT  
KATHLEEN DOOLEY, COMMISSIONER  
MARK DWIGHT, COMMISSIONER  
LUKE O'BRIEN, COMMISSIONER  
WILLIAM ORTIZ-CARTAGENA, COMMISSIONER  
IRENE YEE RILEY, COMMISSIONER

December 9, 2013

**FILE NO. R-2013-001-SBC**  
**RESOLUTION NO. 001-13-SBC**

**Supporting SF Small Business Development Center Proposal**

**Whereas**, small businesses are a vital part of San Francisco's economy; and

**Whereas**, the provision of business assistance services and one-on-one consulting is proven to be an effective method of establishing, growing, strengthening and retaining small businesses, boosting the local economy, and creating local jobs; and

**Whereas**, the San Francisco Small Business Development Center (SF SBDC) is an effective provider of business assistance services and an essential part of the continuum of services provided to small business in San Francisco; and

**Whereas**, the San Francisco Small Business Development Center is currently without a local host organization to house and provide fiscal sponsorship and oversight for SF SBDC's small business consulting services; and

**Whereas**, the Northern California SBDC Lead Center seeks to establish a partnership with a municipality, nonprofit corporation, or institute of higher education to serve as the new host organization for the San Francisco Small Business Development Center, and has issued a request for proposals (RFP) from entities that are interested in establishing such a partnership; and

**Whereas**, San Francisco's Office of Economic & Workforce Development (OEWD) plans to submit a proposal in response to that RFP, seeking to establish the City and County of San Francisco as the new host for the San Francisco Small Business Development Center; and

SMALL BUSINESS COMMISSION  
1 DR. CARLTON B. GOODLETT PLACE, ROOM 110  
SAN FRANCISCO, CA 94102  
415.554.6134

REGINA DICK-ENDRIZZI, EXECUTIVE DIRECTOR  
CHRISTIAN MURDOCK, ACTING COMMISSION SECRETARY

**Whereas**, San Francisco voters, through the passage of Proposition I in November 2007, established the Small Business Assistance Center to increase and streamline services for small businesses in the City; and

**Whereas**, through the Jobs Squad and Invest in Neighborhoods, San Francisco's Office of Economic & Workforce Development has greatly expanded the City's provision of direct services to small businesses and commercial districts; and

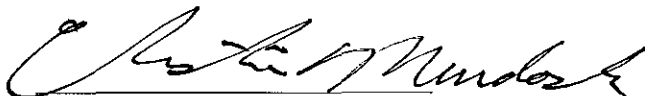
**Whereas**, the services provided by the San Francisco Small Business Development Center align closely with these existing services for small businesses already provided by the City and County of San Francisco; and

**Whereas**, the City and County of San Francisco would benefit greatly from the opportunity to directly leverage the business assistance services provided by the San Francisco Small Business Development Center, to the benefit of the City's small businesses; now therefore, be it

**Resolved**, that the Small Business Commission of the City and County of San Francisco hereby supports the proposal submitted by the Office of Economic & Workforce Development to establish the City and County of San Francisco as the host organization for the San Francisco Small Business Development Center; and be it

**Further Resolved**, that the Small Business Commission urges the Northern California SBDC Lead Center to accept the proposal submitted by the Office of Economic & Workforce Development and award OEWD full funding for the expansion of consulting services in San Francisco.

I hereby certify that the foregoing Resolution was adopted by the Small Business Commission of the City and County of San Francisco on 12/9/2013.



Christian Murdock  
Acting Commission Secretary

**AYES:** DOOLEY, DWIGHT, O'BRIEN, ORTIZ-CARTAGENA, YEE RILEY, WHITE

**NAYS:** NONE

**ABSENT:** ADAMS

**RECUSED:** NONE