

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Ordinance Information Form
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors ordinances authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: SF Community Assistance and Legal Support Initiative
2. Department: Public Defender's Office
3. Contact Person: Angela Chan Telephone: 628-271-9661
4. Grant Approval Status (check one):
☒ [X] Approved by funding agency ☐ [] Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$3,400,000
6. a. Matching Funds Required: \$ n/a
b. Source(s) of matching funds (if applicable):
7. a. Grant Source Agency: Crankstart Foundation
b. Grant Pass-Through Agency (if applicable): n/a
8. Proposed Grant Project Summary:
The Crankstart funding will support four positions—three attorneys and one paralegal. Attorneys will provide frontline deportation defense, handling a minimum of 40 removal cases per year. Combined with an investment in non-profit legal services, where the Public Defender specializes in handling the more complicated, detained cases, this funding will help us get closer to our goal of assuring every San Franciscan detained and facing deportation will have access to counsel and a means to fight their case. In addition to handling removal cases, attorneys will assist in supporting San Franciscans to clean their criminal record which will help avoid deportation. In addition, attorneys will handle appeals, and federal habeas litigation to combat the Trump Administration's attempts at illegal detention or deportation methods.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: March 1, 2025 End-Date: March 1, 2029
10. Number of new positions created and funded: 4
11. Explain the disposition of employees once the grant ends?
Positions shall be coded "G" for grant funded and only exist during the duration of this grant program.
12. a. Amount budgeted for contractual services: n/a
b. Will contractual services be put out to bid?
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?

- 13. a.** Does the budget include indirect costs?
[] Yes [X] 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 [X] 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.

14. Any other significant grant requirements or comments:

****Disability Access Checklist****

15. This Grant is intended for activities at (check all that apply):

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Existing Site(s) | <input 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) | |

16. 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 access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Arlene Laxamana

(Name)

Human Resources Manager

(Title)

Date Reviewed: 4/23/25


(Signature Required)

Overall Department Head or Designee Approval:

Manohar Raju

(Name)

Public Defender

(Title)

Date Reviewed: 4/24/2025


(Signature Required)