

File No. 100501

Committee Item No. 2  
Board Item No. \_\_\_\_\_

**COMMITTEE/BOARD OF SUPERVISORS**  
AGENDA PACKET CONTENTS LIST

Sub - Committee: Budget and Finance

Date: April 28, 2010

Board of Supervisors Meeting

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

**Cmte Board**

- |                                     |                          |  |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/> | Motion                                       |
| <input checked="" type="checkbox"/> | <input 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 Analyst Report                        |
| <input type="checkbox"/>            | <input type="checkbox"/> | Legislative Analyst Report                   |
| <input type="checkbox"/>            | <input type="checkbox"/> | Introduction Form (for hearings)             |
| <input type="checkbox"/>            | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/> | MOU  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Information Form                       |
| <input checked="" type="checkbox"/> | <input 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"/> | Award Letter                                 |
| <input type="checkbox"/>            | <input 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 type="checkbox"/> | <u>Form 126</u> |
| <input type="checkbox"/>            | <input type="checkbox"/> | _____           |
| <input type="checkbox"/>            | <input type="checkbox"/> | _____           |
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Completed by: Andrea S. Ausberry

Date Friday, April 23, 2010

Completed by: \_\_\_\_\_

Date \_\_\_\_\_

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.

Form 182

1 [Apply For, Accept and Expend Grant - Emergency Shelter Grants Program Entitlement,  
2 FY2010-2011 - \$926,523]

3 **Resolution approving the FY2010-2011 Emergency Shelter Grant Program; and**  
4 **authorizing the Mayor, on behalf of the City and County of San Francisco, to apply for,**  
5 **accept, and expend the City's FY2010-2011 Emergency Shelter Grant Program**  
6 **entitlement from the U.S. Department of Housing and Urban Development in the**  
7 **amount of \$926,523 and to expend Reprogrammed Funds in the amount of \$35,703.**

8  
9 WHEREAS, Under the Stewart B. McKinney Homeless Assistance Act and Cranston  
10 Gonzalez National Affordable Housing Act of 1990, the Secretary of the U.S. Department of  
11 Housing and Urban Development (HUD) is authorized to make a grant to the City and County  
12 of San Francisco under the Emergency Shelter Grants Program (ESG); and,

13  
14 WHEREAS, The City and County of San Francisco anticipates receiving \$926,523 in  
15 2010/11 ESG Program funds from HUD; and,

16  
17 WHEREAS, The City and County of San Francisco has \$35,703 in ESG funds from  
18 previous years that have not yet been expended (the Reprogrammed Funds); and,

19  
20 WHEREAS, The Citizen's Committee on Community Development (CCCD) has  
21 prepared recommendations for fiscal year 2010/11 ESG funding as set forth in a proposed  
22 Expenditure Schedule, a copy of which is located in Board File No. 100501; and,

23  
24 WHEREAS, The ESG Program funds will be used to provide for the rehabilitation or  
25 conversion of buildings for use as emergency shelters for the homeless, for the payment of  
certain operating and social service expenses in connection with emergency shelters and for  
homeless prevention activities; and,

1           WHEREAS, The proposed grant does not require an Annual Salary Ordinance  
2 amendment; and,

3           WHEREAS, The funding agency (HUD) does not allow use of the grant on indirect  
4 costs; and,

5           WHEREAS, An Environmental Review Record has been prepared by the Mayor's  
6 Office of Housing (MOH) and approved by the Certifying Officer for the proposed projects and  
7 activities as described in the Expenditure Schedule in accordance with the National  
8 Environmental Policy Act (NEPA) and other applicable statutes and authorities, in particular  
9 those cited in 24 CFR Part 58 §§5 and 6, a copy of which is located in Board File  
10 No. 100501; and,

11           WHEREAS, The Certifying Officer shall follow the procedural provisions of NEPA to  
12 confirm and ensure that all projects funded under the ESG Program are in compliance with  
13 applicable federal regulations and requirements; now, therefore, be it

14           RESOLVED, That the Mayor of the City and County of San Francisco is hereby  
15 authorized to apply for, accept, and expend the City's 2010/11 ESG Program entitlement from  
16 HUD and expend \$35,703 in Reprogrammed Funds in accordance with the purposes and  
17 goals for the funding as generally set forth in the 2010-14 Five-Year Consolidated Plan and  
18 the Expenditure Schedule; and, be it

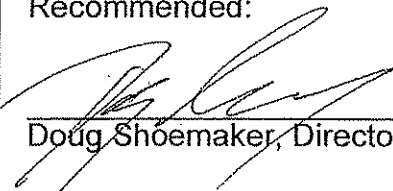
19           FURTHER RESOLVED, That the Board of Supervisors does hereby approve the  
20 purposes and goals for the funding as set forth in the Expenditure Schedule; and, be it

21           FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of  
22 indirect costs in the grant budget; and, be it

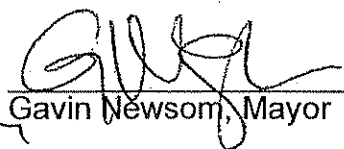
1 FURTHER RESOLVED, That the Mayor is hereby authorized to submit documentation  
2 and certifications as may be requested or required by HUD, and to take such additional  
3 actions as may be required to apply for, accept and expend the 2010/11 ESG funds  
4 consistent with this Resolution and the goals of the 2010/11 ESG Program and all applicable  
5 legal requirements; and, be it

6 FURTHER RESOLVED, That all actions heretofore taken by the officers of the City  
7 with respect to the application for, or the acceptance or expenditure of, 2010/11 ESG funds  
8 are hereby approved, confirmed and ratified.  
9  
10  
11

12 Recommended:

13   
14 \_\_\_\_\_  
15 Doug Shoemaker, Director

16 Approved:

17   
18 \_\_\_\_\_  
19 Gavin Newsom, Mayor

20   
21 \_\_\_\_\_  
22 Ben Rosenfield, Controller  
23  
24  
25



Proposed Expenditures  
2010-2011 ESG Program

Agency	Proposed FY 2010-2011 ESG Budget
<hr/> <b>Emergency Shelter Program Grants</b> <hr/>	
AIDS Housing Alliance	50,000
Asian Women's Shelter	52,000
Bar Association of SF Volunteer Legal Services	90,000
Central City Hospitality House	65,000
Community Awareness and Treatment Services	50,000
Compass Community Services	50,000
Dolores Street Community Services	33,000
Episcopal Community Services of SF	65,000
Friendship House Association of American Indians	36,900
Gum Moon Residence Hall	55,000
Hamilton Family Center, Inc	50,000
La Casa de las Madres	100,000
Larkin Street Youth Services	54,000
MOH - Administration	46,326
Providence Foundation	45,000
The Mary Elizabeth Inn	50,000
YMCA of San Francisco/United Council of Human Services	70,000
<hr/> <b>Emergency Shelter Program Grants</b> <hr/>	<hr/> <b>962,226</b> <hr/>

**File Number:** \_\_\_\_\_  
(Provided by Clerk of Board of Supervisors)

**Grant Information Form**  
(Effective January 2000)

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:** Emergency Shelter Grant (ESG)

2. **Department:** Mayor's Office of Housing

3. **Contact Person:** Gigi Whitley Telephone: 415-701-5562

4. **Grant Approval Status (check one):**

Approved by funding agency

Not yet approved

5. **Amount of Grant Funding Approved or Applied for:** \$926,523, plus \$35,703 reprogrammed funds.

6a. **Matching Funds Required:** one-to-one match required for funds going to subrecipients.

b. **Source(s) of matching funds (if applicable):** Local funds identified in subrecipient budgets that total more than \$14,000,000. The match requirement is \$891,924.

7a. **Grant Source Agency:** U.S. Department of Housing and Urban Development (HUD)

b. **Grant Pass-Through Agency (if applicable):** N/A

8. **Proposed Grant Project Summary:** See recommended Expenditure Schedule located in Board File No. \_\_\_\_\_

9. **Grant Project Schedule, as allowed in approval documents, or as proposed:**

Start-Date: July 1, 2010

End-Date: 2 years from date of grant agreement between HUD and CCSF, or a later date if approved by HUD.

10. **Number of new positions created and funded:** 0

11. **If new positions are created, explain the disposition of employees once the grant ends?** N/A

12a. **Amount budgeted for contractual services:** none; attached expenditure schedule details grants to be made to nonprofit agencies.

b. **Will contractual services be put out to bid?**

c. **If so, will contract services help to further the goals of the department's MBE/WBE requirements?**

d. **Is this likely to be a one-time or ongoing request for contracting out?**

13a. **Does the budget include indirect costs?**

Yes

No



b1. If yes, how much? \$

b2. How was the amount calculated?

c. 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): HUD allows up to 5% of the grant amount to be put towards administrative expenses.

14. Any other significant grant requirements or comments:

**\*\*Disability Access Checklist\*\***

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

Existing Site(s)

Existing Structure(s)

Existing Program(s) or Service(s)

Rehabilitated Site(s)

Rehabilitated Structure(s)

New Program(s) or Service(s)

New Site(s)

New Structure(s)

16. The Departmental ADA Coordinator and/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:

As grants are negotiated, ADA compliance is required and confirmed.

Departmental or Mayor's Office of Disability Reviewer: \_\_\_\_\_  
(Name)

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

Department Approval: Gigi M. Whitley Chief Financial Officer  
(Name) (Title)

[Signature]  
(Signature)



**FORM SFEC-126:  
NOTIFICATION OF CONTRACT APPROVAL**  
(S.F. Campaign and Governmental Conduct Code § 1.126)

**City Elective Officer Information** *(Please print clearly.)*

Name of City elective officer(s):	City elective office(s) held:
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**Contractor Information** *(Please print clearly.)*

Name of contractor:

**See attached list of contractors**

*Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary.*

**Please see attached data for the Form 126 for CDBG and ESG proposed grants for 2010-2011. The table lists the agency name, agency address, award amount, project description, executive director, and board members. All of these are nonprofit organizations, so there is no ownership interest to report. There are no subcontractors identified in these grant proposals, and there are no reported political committees sponsored or controlled by the organizations.**

Contractor address:

**See attached.**

Date that contract was approved:

Amount of contract:

**ESG Contracts total \$915,900**

Describe the nature of the contract that was approved:

**Grants to nonprofit organizations to serve homeless persons.**

Comments:

**Attached form includes requested information.**

This contract was approved by (check applicable):

- the City elective officer(s) identified on this form
- a board on which the City elective officer(s) serves \_\_\_\_\_

Print Name of Board

- the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits

Print Name of Board

**Filer Information** *(Please print clearly.)*

Name of filer: <p style="text-align: right;">e Mayor</p>	Contact telephone number:
Address:	E-mail:

Signature of City Elective Officer (if submitted by City elective officer)

Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

Date Signed

Name	Address	Grant Amount	Project Description	Executive Director	Board Member Name
AIDS Housing Alliance	350 Golden Gate Avenue, San Francisco 94102	\$50,000	Rent subsidies and case management primarily for HIVpositive clients	Brian Basinger	Brian Basinger
					Ed Bedard
					Marica de Torres
					Daniel Frattin, Esq.
					Amorette Jones
					Alan Martinez
					James Nykolay
Asian Women's Shelter	3543 18th Street Suite 19, San Francisco 94110	\$52,000	Shelter beds in a comprehensive support program primarily for Asian and Pacific Islander battered women and their children	Alko Pandorf	Zesara Chan
					Anna Dos Ramos
					Yuri Futamura
					Jennifer Gee
					Mimi Kwan
					Ai Mori
					Paty Nishimura Dingle
					Alko Pandorf
					Marie-Celine Takatsuno
Bar Assoc. of SF Volunteer Legal Services	301 Battery Street 3rd Floor, San Francisco 94111	\$90,000	Legal representation in eviction cases for indigent clients at immediate risk of becoming homeless	Tiela Chalmers	Christopher Emley
					Arturo Gonzalez
					Bruce Ives
					Timothy Moppin
					Russell Roeca
					Jeff Ross
					Priya Sanger
					Jennifer Shoda
					Mary Twomey
Central City Hospitality House	290 Turk Street, San Francisco 94102	\$65,000	Shelter beds primarily for homeless adult men	Jackie Jenks	Jason Albertson
					Steve Anderson
					Katie Begell
					Bonnielean Cosgrove
					Kevin Fayaud
					Cindy Hodges
					Tom Jirasek
					Joanne McDermott
					Leslie Rabine
					Tina Ritko
					Lucia Sommers
					Eric Sullivan
Community Awareness & Treatment Services	1171 Mission Street, San Francisco 94103	\$25,000	Shelter beds for homeless women	Janet Goy	Tracy Everwine

		\$25,000	Case management services for homeless women in a shelter			Alisa Groocock
						Cedric Jackson
						Jimmy Loyce
						Bill McCarthy
						William Stewart
						Stephen Stanfel
						Therese Thivedi
						Reid Tucker
Compass Community Services	49 Powell Street 3rd Floor, San Francisco 94103	\$50,000	Shelter beds for homeless families		Erica Kisch	Chandra Alexandre
						Angela Belgrove
						Jeff Cain
						Stacey Clauri
						Robert Daoro
						Kimberly DellaTorre
						Graham Dobson
						Scott Engelman
						Tracy Ericson
						James Gassell
						Doug Goelz
						Melissa Huml
						Matthew Kahn
						Sloan Klein
						Kevin Lee
						Sara Lemke-von Ammon
						Michael McCarthy
						Kyri McClellan
						Brian McInerney
						Rosalind Navarro Solon
						Adelaide Nzessou
						Lisa Odvyniec
						Anne Parish
						Elizabeth Parry
Dolores Street Community Services	938 Valencia Street, San Francisco 94110	\$33,000	Shelter beds for homeless men		Eric Quezada	Malisa Chavez
						Jerry Dickinson
						Lisa Gutierrez
						Lauren Hall
						Aaron Mandelton
						Charlie Sciammas
						Armando Vasquez
Episcopal Community Services of SF	165 8th Street 3rd Floor, San Francisco 94103	\$65,000	Shelter beds for homeless adults		Kenneth Reggio	Marc Andrus
						Lisa Blakely
						Paul Burrows

								Ted Chambers
								Todd Clayter
								Michael Coholan
								David Cooke
								Sedge Dienst
								Alan Fox
								William Harris
								Christine Hoberg
								Martin Jones
								Jenisei Jordan
								Frederic Knapp
								Fernan Lopez
								Kenneth Reggio
								Alexander Senchak
								Richard Springwater
								Yvonne Tatsuno
								Eric Wheatley
								Pablo Wong
								Emily Chavez
Friendship House Association of American Indians	56 Julian Avenue , San Francisco 94103	\$36,900	Life skills and case management primarily for Native American adults		Helen Waukazo			Phillip Duarte
								Abby Abinanti
								Edwardo Madril
								Ron Rowell
								Lucia Tallichief Mele
Gum Moon Residence Hall	940 Washington Street , San Francisco 94108	\$55,000	Shelter beds in a comprehensive transitional housing program primarily for Asian immigrant women who are survivors of domestic violence and sexual assault		Gloria Tan			Lily Chan
								Grace Chang
								William Cheng
								Peter Goetze
								Katherine Kim
								Myron Lee
								Mina Li
								Adrienne Lieu
								Selina Soo Lim
								Stephen Louie
								Michelle Mah
								Carmencha Navarro
								Joanne Park
								Kathy Richardson
								Bette Spencer
								Diana Wong
								kathy yin

Hamilton Family Center, Inc	1631 Hayes Street, San Francisco 94117	\$50,000	Shelter beds for homeless families	Elizabeth Stokes	Ryan Darmody
					Tiffany Gomez
					Wanda Holland Greene
					Elizabeth Lefever
					Greg Maddox
					Susan Malone
					Saushi Perez
					David Seward
					Elizabeth Stokes
					Jane Von Bothmer
					Ken Woods
La Casa de las Madres	1663 Mission Street Suite 225, San Francisco 94103	\$100,000	Shelter beds in a comprehensive support program for battered women and their children	Kathy Black	Maria Bee
					Betty Creary
					Nathan Hamsik
					Kejli Hill
					Bob Littlefield
					Lisa Polacci
					Daysi Rojas
					Laurie Sharp
					Nancy Tucker
					Michelle Zauss
Markin Street Youth Services	701 Sutter Street, San Francisco 94109	\$54,000	Shelter beds for homeless youth	Sherilyn Adams	Michael Alexander
					Chris Brahm
					Charles Dicke
					James Dignan
					Patricia Dunn
					Mark Edmunds
					Annie Ellicott
					Tim Emanuelis
					Phillip Estes
					Anita Felger
					Nina Hatvany
					Steve Janowsky
					Victoria (Honey) Johnson
					Blake Jorgensen
					Jean-Yves Lendormy
					John Martin
					John Martinez
					David Nygren
					Laura Powell
					Mary Prechal
					Philip Schlein
					Christopher Tatum

							David Thompson
							John Underwood
							Carla Washington
							Victoria Willock
							David Zenoff
Providence Foundation	1218 Mendell Street, San Francisco 94104	\$45,000	Shelter beds for homeless individuals		Helen LaMar	Clifford Bell	James Blanding
							Alpha Bule
							Linnie Carrington
							Charles Fowlkes
							Tanya Red
							Lynette Sweet
The Mary Elizabeth Inn	1040 Bush Street, San Francisco 94109	\$50,000	Drop-in and housing placement day center primarily for homeless women and their children		Amanda Heler	Betty Dickey	Pat Drosky
							Mary Glide
							Carolina Guzman
							Connie Hunter
							Elizabeth Longstreth
							Eileen Murphy
							Karen Oliveto
							Dee Anne Paron
							Gayle Shearman
							Felicia Valleria
							Marlene Ward
							Sally Wenzel
YWCA of San Francisco (Bayview)/United Council/United Council of Human Serv	1601 Lane Street, San Francisco 94124	\$70,000	Day shelter for homeless individuals		Gina Fromer	Malene Curry-Lucky	Joe Johnson
							Phyllia Peterson
							Fredrick Shumate
							Emma Stewart
							Margie Stokes
							Mary Thomas
							Richard Wood