

TO: Angela Calvillo, Clerk of the Board of Supervisors

FROM: Stacey Hoang, Finance Division Analyst

DATE: April 17, 2015

SUBJECT: Accept and Expend Resolution for Subject Grant

GRANT TITLE: Human Trafficking Advocacy Program

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:

Please schedule for earliest available date.

Departmental representative to receive a copy of the adopted resolution:

Name: Sheila Arcelona

Phone: 415-734-3018

Interoffice Mail Address: Hall of Justice, Room 322

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).

Updated August 7, 2014