

File Number: _____
(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: **FY24 Regional Catastrophic Preparedness Grant Program**
2. Department: **Department of Emergency Management**
3. Contact Person: **Adrienne Bechelli** Telephone: **415-353-5221**
4. Grant Approval Status (check one):

☒ Approved by funding agency
☐ Not yet approved
5. Amount of Grant Funding Approved or Applied for: **\$2,696,215.00**
6. a. Matching Funds Required: **\$0**
b. Source(s) of matching funds (if applicable): **N/A**
7. a. Grant Source Agency: **Federal Emergency Management Agency (FEMA)**
b. Grant Pass-Through Agency (if applicable): **N/A**
8. Proposed Grant Project Summary:

The FY 2024 Regional Catastrophic Preparedness Grant Program (RCPGP) provides funding to close known capability gaps, encourage innovative regional solutions to issues related to catastrophic incidents, and build on existing regional preparedness efforts. The purpose of the RCPGP is to build regional capacity to manage catastrophic incidents by improving and expanding collaboration for catastrophic incident preparedness.

The proposed project “Equitable Community Resilience – Phase 3” seeks to build readiness capacity that is community generated, owned, and sustained. Building on the work performed with previous investments (RCPGP FY22 - Phase 1, and RCPGP FY23 - Phase 2), the Phase 3 project will continue to empower disadvantaged communities and local government to better understand the unique risks posed by climate change and address the identified capability gaps.

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

Start-Date: **October 1, 2024**

End-Date: **September 30, 2027**

10. a. Amount budgeted for contractual services: **\$2,483,645.00**
b. Will contractual services be put out to bid? **Yes**
c. If so, will contract services help to further the goals of the Department’s Local Business Enterprise (LBE) requirements? **Yes**
d. Is this likely to be a one-time or ongoing request for contracting out? **One-time**

11. 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?
Up to 10% indirect costs are allowable under § 2 CFR 200; however the City and County of San Francisco through the Department of Emergency Management as the approved fiscal agent for the Bay Area UASI assumes those indirect costs as per internal policy to maximize the use of grants for direct services and programs for all 12 Bay Area counties.

12. Any other significant grant requirements or comments:

Project/Investment # WX05791N2024T - 001 - Project Equitable Community Resilience: Due to limited availability of funds, FEMA has awarded an overall award amount that is less than requested in the application.

Requested amount: \$3,000,000.00 (maximum application allowable)

Award amount: \$2,696,215.00

This accept and expend resolution is requested retroactively due to the award letter being issued on 9/25/24, only 6 days prior to the performance period start date of 10/1/24. Further, turnover at the Bay Area UASI leadership level and the Board of Supervisors delayed submittal of the Accept and Expend Resolution until early 2025.

This is a reimbursement grant. No expenditures against this grant have yet occurred.

****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 type="checkbox"/> Existing Structure(s)	<input checked="" 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: **N/A**

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

Mary Ellen Carroll
(Name)

Executive Director
(Title)

Date Reviewed: 3/12/2025

DocuSigned by:
Carroll, Mary Ellen
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Mary Ellen Carroll
(Name)

Executive Director
(Title)

Date Reviewed: 3/12/2025

DocuSigned by:
Carroll, Mary Ellen
(Signature Required)