

File No. 210943

Committee Item No. 4

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight

Date: Nov. 18, 2021

Board of Supervisors Meeting:

Date: _____

Cmte Board

- Motion
- Resolution – VERSION 2
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

OTHER

- Presidential Action Transfer Memo – October 26, 2021
- _____
- _____
- _____
- _____

Prepared by: John Carroll

Date: Nov. 12, 2021

Prepared by: John Carroll

Date: _____

Prepared by: John Carroll

Date: _____

1 [Accept and Expend Grant - San Francisco Parks Alliance - Annual Support Grants -
2 FY2021 2022 - Up to \$118,000]

3 **Resolution authorizing the Recreation and Park Department to accept and expend up**
4 **to \$118,000 of cash or in-kind grants for annual support (for community events, staff**
5 **development and appreciation, recreation programming and other activities) from the**
6 **San Francisco Parks Alliance in Fiscal Year (FY) 2021-2022.**

7
8 WHEREAS, The partnership between the Recreation and Park Department (“the
9 Department”) and the San Francisco Parks Alliance (and its predecessor organizations) (“the
10 Parks Alliance”) dates back 50 years to the 1971 formation of Friends of Recreation and
11 Parks, which was started to cultivate community involvement and investment in parks; and

12 WHEREAS, Through the years, the Parks Alliance has provided funding for both one-
13 time large capital projects as well as annual support for Department programs including park
14 bench maintenance, community events, youth development programs, and staff development,
15 recognition, and appreciation; and

16 WHEREAS, This annual support allows the Department to imbue these projects and
17 programs with a layer of excellence that would not be possible with public funding alone and
18 which has provided significant benefits to the public by enhancing San Francisco parks and
19 programs; and

20 WHEREAS, In accordance with Mayor’s Executive Directive No. 20-02, on
21 June 1, 2021, the Department and the Parks Alliance entered into a memorandum of
22 understanding (“MOU”), approved by the City Attorney and the Controller and the Recreation
23 and Park Commission at its May 20, 2021 meeting, which set new processes for coordinating
24 and reporting on this annual support, including a commitment to proactively request

25

1 Commission and Board of Supervisors approval of the annual support budget for the coming
2 fiscal year; and

3 WHEREAS, In FY2021-2022, SFPA intends to contribute up to \$118,000 to Recreation
4 and Park Department (RPD) in annual support grants in the following categories as set forth
5 by the approved MOU: \$6,000 to support volunteer programs including supplies for
6 neighborhood park volunteer days; \$20,000 to support community events including city-wide
7 seasonal events such as the annual Tree Lighting; \$20,000 to support park bench
8 maintenance including the purchase of bench slats, paint and tools; \$10,000 to support
9 partnership development and planning including strategic planning sessions and
10 consultants; \$10,000 to support staff development programs activities such as staff
11 training; \$5,000 for employee recognition and appreciation, including employee recognition
12 prizes and employee appreciation events; \$12,000 to support recreation programming
13 including supplies for recreation centers through the GearUp program, and support for the
14 Harvey Milk Photo Center; \$30,000 to support youth development programs, including the
15 Greenagers program; and \$5,000 park and program operations, including general support for
16 park operations and maintenance; and

17 WHEREAS, RPD proposes to maximize use of available Grant funds on project
18 expenditures by not including indirect costs in the Grant budget; and

19 WHEREAS, On June 17, 2021, the Recreation and Park Commission unanimously
20 voted, by Resolution No. 2106-001 to recommend that the Board of Supervisors authorize the
21 Department to accept this Grant; and

22 WHEREAS, On August 19, 2021, the Recreation and Park Commission unanimously
23 voted, by Resolution No. 2108-003, to authorize the Department to proceed with accepting the
24 first \$25,000 of the Grant, in conformity with Administrative Code, Section 10.170-1(b) which
25 authorizes the acceptance of grants less than \$100,000, in order to allow underserved youth

1 who participate in the Greenagers program to be awarded the stipends they were promised
2 on a timely basis; now, therefore, be it

3 RESOLVED, That the Board of Supervisors authorizes the General Manager of the
4 Recreation and Park Department to accept and expend a total of up to \$118,000 for annual
5 support (for community events, staff development and recognition and appreciation,
6 recreation programming and other activities) from the San Francisco Parks Alliance in
7 FY2021-2022, and to perform all acts required of the City there under; and, be it

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

10 FURTHER RESOLVED, That the Board of Supervisors authorizes the Recreation and
11 Park General Manager to enter into any modifications to the Grant that the Recreation and
12 Park General Manager determines, in consultation with the City Attorney, are in the best
13 interests of the City and do not materially increase the obligations or liabilities of the City, are
14 necessary or advisable to effectuate the purposes of the Grant or this Resolution, and are in
15 compliance with all applicable laws, including the City's Charter.

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Recommended:

/s/ _____

General Manager, Recreation and Park Department

Approved:

/s/ _____

Mayor

Approved:

_____/s/ _____

Controller

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: San Francisco Parks Alliance Annual Support Grants FY 2021-2022
2. Department: Recreation and Park Department
3. Contact Person: Lisa Bransten, Deputy Director of Partnerships Telephone: (415) 831-2704
4. Grant Approval Status (check one):

Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$118,000.00
- 6a. Matching Funds Required: \$0
- b. Source(s) of matching funds (if applicable): N/A
- 7a. Grant Source Agency: San Francisco Parks Alliance (SFPA)
- b. Grant Pass-Through Agency (if applicable): N/A
8. Proposed Grant Project Summary:
Annual support for a variety of Department programs and operations in FY2021-2022
9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: Upon Board Approval End-Date: 6/30/22
- 10a. Amount budgeted for contractual services: \$0
- b. Will contractual services be put out to bid? No
- c. If so, will contract services help to further the goals of the Department’s Local Business Enterprise (LBE) requirements? N/A
- d. Is this likely to be a one-time or ongoing request for contracting out? N/A
- 11a. Does the budget include indirect costs? Yes No
- b1. If yes, how much? \$
- b2. How was the amount calculated?
- c1. 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):

c2. If no indirect costs are included, what would have been the indirect costs? \$10,750

12. Any other significant grant requirements or comments:

****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 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 checked="" 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:

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

Alexis Ward
(Name)

ADA Coordinator for Capital
(Title)

Date Reviewed: 7/14/2021

DocuSigned by:
Alexis Ward
A730963EB6454A5...
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Phil Ginsburg
(Name)

General Manager
(Title)

Date Reviewed: 7/14/2021

DocuSigned by:
Phil Ginsburg
AF27F6396709494...
(Signature Required)

Estimated Annual Support from SF Parks Alliance

MOU Category	Strategic Plan Reference	Forecast Amount
Volunteer Programs	Strategy 4	\$6,000
Community Events	Strategy 2: Inspire Play	\$20,000
Park Bench Maintenance	Strategy 1: Inspire Place	\$20,000
Partnership Development and Planning	Strategies 1 and 5: Inspire Play and Our Team	\$10,000
Staff Development Programs and Activities	Strategy 5	\$10,000
Employee Recognition and Appreciation	Strategy 5	\$5,000
Recreation Programs	Strategy 2: Inspire Play	\$12,000
Youth Development Programs	Strategies 2 and 4: Inspire Play and Stewardship	\$30,000
Park and Program Operations	Strategies 1 and 2 Inspire Place	\$5,000
TOTAL		\$118,000





San Francisco Parks Alliance
1074 Folsom Street
San Francisco, CA 94103
415.621.3260

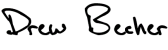
July 8, 2021

Mr. Nathan Tinclair
Deputy Director of Partnerships
San Francisco Recreation and Park Department
City & County of San Francisco
McLaren Lodge in Golden Gate Park
501 Stanyan Street
San Francisco, CA 94117

Dr. Mr. Tinclair:

I am confirming that San Francisco Parks Alliance (SFPA) will contribute up to \$118,000 to the Recreation and Parks Department for annual support fund during the period of July 1, 2021 to June 30, 2022.

Sincerely,

DocuSigned by:

F33F21F2A100473...

Drew Becher

Chief Executive Officer



London N. Breed, Mayor
Philip A. Ginsburg, General Manager

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Nathan Tinclair, SF Recreation and Parks Partnerships
DATE: July 9, 2021
SUBJECT: Accept and Expend Resolution for SFPA 21-22 Annual Support
GRANT TITLE: SFPA Annual Support Grant for FY 2021-2022

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
- Other (Explain):

Special Timeline Requirements:

Departmental representative to receive a copy of the adopted resolution:

Name: Lisa Bransten

Phone: (415) 831-2704

Interoffice Mail Address: lisa.bransten@sfgov.org

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).



President, District 10
BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102-4689

Tel. No. 554-6516
Fax No. 554-7674
TDD/TTY No. 544-6546

Shamann Walton

PRESIDENTIAL ACTION

Date: 10/26/2021

To: Angela Calvillo, Clerk of the Board of Supervisors

Madam Clerk,
Pursuant to Board Rules, I am hereby:

Waiving 30-Day Rule (Board Rule No. 3.23)

File No. _____

(Primary Sponsor)

Title. _____

Transferring (Board Rule No 3.3)

File No. _____

210943

Mayor

(Primary Sponsor)

Title. _____

Accept and Expend Grant - San Francisco Parks Alliance - Annual
Support Grants - FY2021-2022 - Up to \$118,000

From: Budget & Finance

Committee

To: Government Audit & Oversight

Committee

Assigning Temporary Committee Appointment (Board Rule No. 3.1)

Supervisor: _____

Replacing Supervisor: _____

For: _____

(Date)


(Committee)

Meeting

Start Time: _____

End Time: _____

Temporary Assignment: Partial Full Meeting



Shamann Walton, President
Board of Supervisors