

File No. 190903

Committee Item No. 7

Board Item No. 26

### COMMITTEE/BOARD OF SUPERVISORS

#### AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date September 25, 2019

Board of Supervisors Meeting

Date October 1, 2019

#### Cmte Board

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/>            | Motion                                       |
| <input checked="" type="checkbox"/> | <input checked="" 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 and Legislative Analyst Report        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Youth Commission Report                      |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Introduction Form                            |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/>            | MOU  |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Information Form                       |
| <input checked="" type="checkbox"/> | <input checked="" 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"/>            | Form 126 – Ethics Commission                 |
| <input checked="" type="checkbox"/> | <input checked="" 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)

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Completed by: Linda Wong Date September 20, 2019

Completed by: Linda Wong Date September 26, 2019

1 [Accept and Expend In-Kind Grant - Retroactive - San Francisco Parks Alliance - Community  
2 Events, Staff Development, Recreation Programming - FY2017-2018 - Valued at  
3 Approximately \$111,541]

4 **Resolution retroactively authorizing the Recreation and Park Department to accept and**  
5 **expend a grant from the San Francisco Parks Alliance to fund community events, staff**  
6 **development, recreation programming, and other activities from FY2017-2018 for the**  
7 **period of July 1, 2017, through June 30, 2018, that together are valued at approximately**  
8 **\$111,541.**

9  
10 WHEREAS, Since 1971 the San Francisco Parks Alliance ("SFPA"), a non-profit  
11 organization, has been a partner of, fiscal sponsor to and philanthropic benefactor of the  
12 Recreation and Park Department ("RPD"), supporting San Francisco's parks, open spaces  
13 and recreation programs; and

14 WHEREAS, SFPA acts as a fiscal agent for RPD, including soliciting funds for RPD,  
15 and then managing approximately 50 small gift accounts on RPD's behalf; and

16 WHEREAS, Throughout each fiscal year SFPA contributes to RPD from these gift  
17 funds to help sustain a wide variety of RPD activities; and

18 WHEREAS, In FY2017-2018 SFPA contributed \$111,541 to RPD from these gift funds  
19 including \$37,569 to support the Department's annual community events; \$37,186 to support  
20 staff development and appreciation activities; \$20,237 to support the commemorative park  
21 bench program; \$10,381 to support recreation programs, including junior tennis and adaptive  
22 recreation; \$6,168 to support natural areas and park volunteer programs, including the  
23 Greenagers program; and

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

1           WHEREAS, On May 16, 2019, the Recreation and Park Commission voted, by  
2 Resolution No. 1905-009, to recommend that the Board of Supervisors accept this Grant;  
3 now, therefore, be it

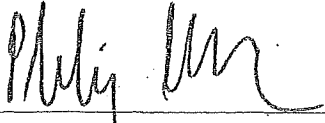
4           RESOLVED, That the Board of Supervisors retroactively approves the Grant, and  
5 authorizes the General Manager of the Recreation and Park Department to accept and  
6 expend the Grant and to perform all acts required of the City there under; and, be it

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

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

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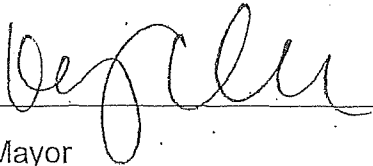
Recommended:



General Manager, Recreation and Park Department

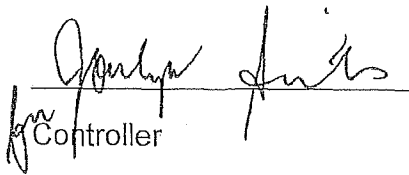
Approved:

Approved:



Mayor

for



for 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 Grant for FY 2017-2018
2. Department: Recreation and Park Department
3. Contact Person: Nathan Tinclair, Deputy Director of Partnerships Telephone: 415-831-6842
4. Grant Approval Status (check one):

Approved by funding agency

Not yet approved

5. Amount of Grant Funding Approved or Applied for: \$111,541

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:

To support a variety of Department programs and operations in FY2017-2018.

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

Start-Date: 7/1/17 End-Date: 6/30/18

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? \$5,577

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 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:

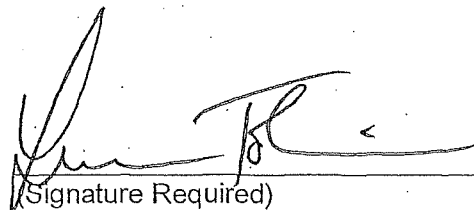
Comments:

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

Lucas Tobin  
(Name)

ADA Coordinator for Programmatic Access  
(Title)

Date Reviewed: 7/25/19

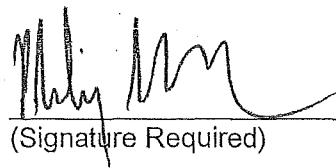
  
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Philip A. Ginsburg  
(Name)

General Manager, Recreation and Park Department  
(Title)

Date Reviewed: 7.29.19

  
(Signature Required)



1074 Folsom St.  
San Francisco, CA 94103  
www.sfparksalliance.org  
(415) 621-3260

July 31, 2019

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) has contributed \$111,541.49 to the Recreation and Parks Department for grants during the period of July 1, 2017 to June 30, 2018.

Sincerely,

Drew Becher  
Chief Executive Officer

**RECREATION AND PARK COMMISSION**  
**City and County of San Francisco**  
**Resolution Number 1905-009**

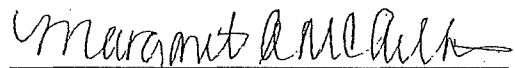
**ACCEPTANCE OF GRANT**  
**SAN FRANCISCO PARKS ALLIANCE**

**RESOLVED**, This Commission does recommend that the Board of Supervisors retroactively authorize the Recreation and Park Department to accept and expend in-kind grants valued at approximately \$111,541 from the San Francisco Parks Alliance to support community events, staff development, recreation programming, and other activities in fiscal year 2017- 2018.

Adopted by the following vote

Ayes	4
Noes	0
Absent	3

I hereby certify that the foregoing resolution was adopted at the Recreation and Park Commission meeting held on May 16, 2019.



Margaret A. McArthur, Commission Liaison





Edwin M. Lee, Mayor  
Philip A. Ginsburg, General Manager

SFPA FY 2017-18 In-kind Grants  
Grant Budget

Community Events	\$37,569
Staff Development and Appreciation Activities	\$37,186
Commemorative Park Bench Program	\$20,237
Recreation Programs, incl. Adaptive Recreation	\$10,381
Natural Areas and Volunteer Programs	\$6,168
Total:	\$111,541



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:** August 1, 2019  
**SUBJECT:** Accept and Expnd Grant Resolution for SFPA Grant for FY 2017-18  
**GRANT TITLE:** SFPA Retroactive Grant for FY 2017-18

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Attached please find the original and 4 copies of each of the following:

- Proposed grant resolution; original signed by Department, Mayor, Controller
- Grant Information form, including disability access check list
- Grant Budget
- Grant Award Letter
- Rec Park Commission Resolution No. 1905-009

**Special Timeline Requirements:**

**Departmental representative to receive a copy of the adopted resolution:**

Name: Nathan Tinclair

Phone: 415-831-6842

Interoffice Mail Address: [nathan.tinclair@sfgov.org](mailto:nathan.tinclair@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).

OFFICE OF THE MAYOR  
SAN FRANCISCO



LONDON N. BREED  
MAYOR

2019 SEP 03 PM 4:24

BY JK

SK

TO: Angela Calvillo, Clerk of the Board of Supervisors  
FROM: Sophia Kittler  
RE: Accept In-Kind Grant – San Francisco Parks Alliance – SFPA Retroactive Grant for FY 2017-2018 – \$111,541  
DATE: Tuesday, September 3, 2019

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**Resolution retroactively authorizing the Recreation and Park Department to accept and expend Grants from the San Francisco Parks Alliance to fund community events, staff development, recreation programming, and other activities from Fiscal Year 2017-2018 that together are valued at approximately \$111,541.**

Please note that Supervisor Stefani is a co-sponsor of this legislation.

Should you have any questions, please contact Sophia Kittler at 415-554-6153.

