



Brooke Jenkins
District Attorney

September 1, 2023

Connie Chan
Chair, Budget and Finance Committee
Board of Supervisors
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102

Dear Chair Chan:

Attached please find a copy of the proposed Resolution for the Board of Supervisors approval, which retroactively authorizes the Office of the District Attorney to accept and expend a grant in the amount of \$75,000 from the California Victim Compensation Board for the Emergency Expense Crime Victim Revolving Fund which establishes a process to pay expenses on an emergency basis for victims of crime in the aftermath of crime for the grant period July 1, 2023 through June 30, 2026.

The purpose of the grant is to establish a process to pay expenses on an emergency basis when the claimant would suffer substantial hardship if the payment was not made and when the payment would help the claimant with an immediate need. This grant is being submitted currently as it is the earliest the Department is able to submit due to the timeframe it takes to process this grant for Board submission. Below is the timeline of activities leading up to the point of submission:

Timeline:

- 05/30/2023 received email with Standard Agreement from grantor;
- 05/31/2023 completed internal administrative review;
- 06/01/2023 sent A&E documents to City Attorney for review;
- 06/02/2023 City Attorney review completed;
- 06/12/2023 sent A&E documents to Controller for review;
- 06/22/2023 Controller completed review;
- 06/22/2023 forwarded documents to Mayor for review;
- 08/28/2023 received MBO approval.



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The following is a list of accompanying documents:

- Grant Information Form
- Grant Budget
- Grant Application
- Grant Award Letter

We respectfully request review and approval of this resolution. If you have any questions, please contact Eddie McCaffrey at Edward.McCaffrey@sfgov.org.

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A handwritten signature in blue ink, appearing to read "Eugene Clendinen", is positioned above the typed name.

Eugene Clendinen
Chief, Administration &
Finance