

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: **Expanded Public Defense Services Grant**
2. Department: **Public Defender's Office**
3. Contact Person: **Angela Chan** Telephone: **628-271-9661**
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: **\$ 850,000**
6. a. Matching Funds Required: **\$ n/a**
b. Source(s) of matching funds (if applicable):
7. a. Grant Source Agency: **Office of the State Public Defender**
b. Grant Pass-Through Agency (if applicable): **n/a**
8. Proposed Grant Project Summary:
The Freedom Project is the SF Public Defender's post-conviction relief initiative, advancing decarceration, reentry, and resentencing reform. We guide incarcerated clients through resentencing, parole, and reentry—reuniting families, strengthening communities, and sharing our expertise with practitioners statewide. With current grant funding ending, we seek support through the Expanded Public Defense Service Grant to retain our two skilled and experienced social workers, Holistic Case & Reentry Specialists, who (1) prepare clients for court and parole hearings and develop reentry plans to support their return home, (2) train and advise post-conviction practitioners across California, and (3) bring frontline insight to statewide advocacy advancing post-conviction justice.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: **2/1/2026** End-Date: **6/1/2028**
10. a. Amount budgeted for contractual services: **\$151,674**
b. Will contractual services be put out to bid? **n/a**
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?
d. Is this likely to be a one-time or ongoing request for contracting out? **As-needed litigation expert fees, client incentives, and outreach, with OCA rules to follow where applicable.**
11. a. Does the budget include indirect costs?
 Yes 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 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?

Indirect cost may be calculated at 10% of direct cost, however it's not included in the budget plan.

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 checked="" type="checkbox"/> Existing Site(s) | <input checked="" type="checkbox"/> Existing Structure(s) | <input 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:

Arlene Laxamana

(Name)

Human Resources Manager

(Title)

Date Reviewed: _____



(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Manohar Raju

(Name)

Public Defender

(Title)

Date Reviewed: 03-09-2026



(Signature Required)