

File No. 230983

Committee Item No. 5

Board Item No. 26

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee
Board of Supervisors Meeting

Date October 11, 2023

Date October 17, 2023

Cmte Board

- Motion
- Resolution
- 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 (Use back side if additional space is needed)

- CAT Statement on Retroactivity 10/5/2023
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

Completed by: Brent Jalipa

Date October 5, 2023

Completed by: Brent Jalipa

Date October 12, 2023

1 [Accept and Expend Grant - Retroactive - San Francisco Foundation - Affirmative Litigation
and Enforcement Outreach and Coordination - \$200,000]

2
3 **Resolution retroactively authorizing the Office of the City Attorney to accept and**
4 **expend a grant in the amount of \$200,000 from the San Francisco Foundation to fund**
5 **engagement, strategic planning, and coordination with a coalition of public law offices**
6 **to support affirmative litigation and enforcement, for the period from July 1, 2023,**
7 **through June 30, 2025.**

8
9 WHEREAS, The San Francisco Foundation approved a grant application by the Office
10 of the City Attorney for \$200,000 to fund engagement, strategic planning, and coordination
11 with a coalition of public law offices on statewide legislative, enforcement, and affirmative
12 litigation efforts in the areas of civil rights, workers' rights, consumer protection, housing, and
13 environmental protection; and

14 WHEREAS, The San Francisco City Attorney is authorized under state law to bring
15 affirmative civil litigation matters to address public nuisances (Civ. Code §§ 3479 et seq.),
16 unfair competition (Bus. & Prof. Code §§ 17200 et seq.), and false claims (Govt. Code
17 §§ 12650 et seq.), and other public law offices may exercise that same authority; and

18 WHEREAS, The Office of the City Attorney collaborates frequently with other public law
19 offices in affirmative litigation matters, and seeks to strengthen and expand those partnerships
20 through engagement, strategic planning, and coordination with those offices on statewide
21 legislative initiatives to aid affirmative litigation and enforcement, and on outreach,
22 engagement, and communication to generate affirmative litigation and enforcement ideas; and

23 WHEREAS, The Office of the City Attorney intends to use the grant funding for
24 engagement, strategic planning, and coordination with a coalition of California public law
25 offices in several areas, including on statewide legislative initiatives to aid investigations and

1 affirmative litigation, and to develop and implement an outreach, engagement, and
2 communication plan to strengthen strategic partnerships, to expand and grow the impact of
3 the Office’s affirmative litigation work and role in effecting positive social change, and in
4 recovering restitution, penalties, and fees for the City and for those harmed by the challenged
5 conduct; and

6 WHEREAS, The Office of the City Attorney proposes to maximize the use of available
7 grant funds on program expenditures by not including indirect costs in the grant budget; now,
8 therefore, be it

9 RESOLVED, That the Office of the City Attorney is authorized to accept and expend a
10 \$200,000 grant from the San Francisco Foundation; and, be it

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

13 FURTHER RESOLVED, That expenditures may be made during the grant period of
14 July 1, 2023, through June 30, 2025; and, be it

15 FURTHER RESOLVED, That within thirty (30) days of the agreement being fully
16 executed by all parties, the Office of the City Attorney shall provide the final grant agreement
17 to the Clerk of the Board for inclusion into the official file.

18

19 Recommended:

21 *David Chiu*

22 _____
23 DAVID CHIU
24 City Attorney

Approved: _____ /s/
LONDON N. BREED
Mayor

Approved: _____ /s/
BEN ROSENFELD
Controller

24
25

File Number: 230983
(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: **Core Operating Support**
2. Department: **Office of the City Attorney**
3. Contact Person: **Rebekah Krell** Telephone: **415-554-4748**
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: **\$200,000**
6. a. Matching Funds Required: **\$0**
b. Source(s) of matching funds (if applicable): **N/A**
7. a. Grant Source Agency: **The San Francisco Foundation**
b. Grant Pass-Through Agency (if applicable): **N/A**
8. Proposed Grant Project Summary:
Purposes: (1) Support the San Francisco City Attorney’s Office in legislative tracking and engagement; and (2) establish a coalition of California City Attorneys and County Counsels to collaborate on a shared state legislative program and budget priorities.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: **July 1, 2023** End-Date: **June 30, 2025**
10. a. Amount budgeted for contractual services:
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 No
b. 1. If yes, how much? **\$0**
b. 2. How was the amount calculated? **N/A**
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? **N/A – general operating support grant**
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 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:

Katharine Hobin Porter
(Name)

Managing Attorney
(Title)

Date Reviewed: September 7, 2023


(Signature Required)

Department Head or Designee Approval of Grant Information Form:

David Chiu
(Name)

City Attorney
(Title)

Date Reviewed: September 7, 2023


(Signature Required)

THE SAN FRANCISCO FOUNDATION

Invitational Grant Application: *Pathway Invitational*

San Francisco Office of the City Attorney

ID: G-202309-290576

Application Lead: Khanh Russo

krusso@sff.org

Award Date: November 9, 2022

Amount Awarded: \$200,000.00

Amount Requested: \$200,000.00

Lead Pathway: Policy and Innovation

Application Review

Draft	Review	With Applicant	Active	Closed
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Lobbying Review

App Lead Review	App Lead Declined	VP Review	VP Declined	Lobbying Approved
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Internal Instructions

Common Application Type : Pathway Invitational

Status

Granted

At the Granted stage, App Leads will:

- Monitor Payments and Annual Check-in Reports
- Close the grant when applicable.

Grantee has responded to send back comments: Hello Khanh and Matthew, thank you for the opportunity to partner with the San Francisco Foundation. We're excited to apply for funding, and appreciate your support of our work. We look forward to your feedback on our application! Best, Rebekah

▼ Internal - Co-funding

Is this a co-funded grant?*

A co-funded grant is a grant that involves two separate budgets.

Yes

Lead Pathway: Policy and Innovation

Note: This Lead Pathway field auto-populates with what is entered as the Lead Pathway in **Basic Award Information** .

The Budget Manager for the Lead Pathway should be the approver of the co-funded grant when it is in the Budget Manager Review state. Contributing pathways should use the comments field to indicate when their funding sources and payments have been entered.

Cofunding Pathways: Policy and Innovation

Is this co-funded grant being co-managed?

A co-managed grant is a co-fund in which the non-lead team would like some level of involvement. Enter the co-fund pathways, leads, and the level of involvement in the fields below.

No

Projected Amount from Policy & Innovation: \$50,000.00

▼ Table Of Contents

Internal - Co-funding

2. Eligibility
3. Application Request Summary
4. Confirm Organization Details
5. Engagement of Low-Income and Communities of Color
6. Strategy and Impact
7. Lobbying
8. Financial Information
9. Documents

----- Internal Sections Below -----

- Basic Award Information
- Send to Grantee
- Guidestar Premier Charity Check
- Grant History
- Organizational Profile Email Reminder
- App Lead Lobbying Review
- VP Lobbying Review
- Application Lead Review 1: Equity Alignment
- Application Lead Review 3: Overall Assessment
- Budget Manager Review
- Grants Administration Review
- Manager of Grants Admin Review
- VP, CEO and BOT Review
- Grant Agreement
- Annual Grantee Check-ins
- Funding Sources and Payments

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- Amendments
- Withdraw
- Notes & History
- Alert Communications
- Key Data

2. Eligibility

We will first ask you some questions to determine your organization's eligibility.

What is your current tax status?*

University or Government Body

Will all of the work for which you are requesting funding take place in Alameda, Contra Costa, Marin, San Francisco, or San Mateo County?*

Yes

This is eligible!

▼ 3. Application Request Summary

Type of Support Requested*

Note: For 501(c)(4) organizations, we cannot fund general operating support and can only fund project support.

General Operating Support

Start Date/Project Start Date* 10/1/2022

Requested Duration (in months)* 24

Amount Requested/Project Request Amount* \$200,000.00

Short Purpose*

If you are requesting Project Support, describe the purpose of the project in 1-2 sentences. If you are requesting General Operating Support, enter "For general operating support of ..." and then state your organization's mission or strategic focus.
4

For general operating support of the City Attorney's leadership in statewide affirmative litigation and policy work.

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4. Confirm Organization Details**Organization***

San Francisco Office of the City Attorney

Location

San Francisco ,CA

Primary Contact

Rebekah Krell

Authorized Signatory

Katie Porter

Financial Contact

Rebekah Krell

▼ If the person you wish to select as Primary Contact, Authorized Signatory or Financial Contact is not listed in the dropdowns above, click [here](#) to provide their information.

Primary Contact	
First Name	
Last Name	
Job Title	
Work Phone	
Email	

Authorized Signatory	
First Name	Katie
Last Name	Porter
Job Title	Managing Attorney
Work Phone	415-554-4707
Email	Katharine.Porter@sfcityatty.org

Financial Contact	
First Name	Dora
Last Name	Okai
Job Title	Chief Financial Officer
Work Phone	415-554-4271
Email	Dora.Okai@sfcityatty.org

Organization Information

The below address information is taken from what is currently input on your

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organization's Organizational Profile. If this not a mailing address, or needs updating, please contact grantsmanagement@sff.org for assistance with updating this address.

Organization Name:	San Francisco Office of the City Attorney
Organization Address:	City Hall, Room 234 1 Dr. Carlton B. Goodlett Place San Francisco, 94102
Tax ID/EIN:	94-6000417

▼ 5. Engagement of Low-Income and Communities of Color

Briefly describe the specific barriers or opportunities faced by the people your project/organization impacts.*

The San Francisco City Attorney is authorized under state law (Bus. & Prof. Code §§ 17200 et seq.) to pursue allegations of unfair and unlawful competition civilly. In these cases, the City Attorney – whose top priorities include affordable housing, civil rights, climate change, consumer protection, and workers' rights – represents the People of the State of California.

Our office has a strong history of fighting for, and winning, major cases that benefit the public interest, ranging from defending marriage equality and sanctuary city laws, to securing groundbreaking settlements against lead paint manufacturers and most recently, winning a landmark opioid trial against pharmaceutical companies.

In all of these cases, we are focused on holding bad actors accountable in pursuit of justice for vulnerable communities, particularly low-income people of color. As examples, our recent case against illegal dumping sought to protect residents in the City's Bayview-Hunters Point neighborhood; we recently brought cases to expose negligent landlords taking advantage of low-income and immigrant tenants.

We are interested in expanding the scale and scope of our outreach by developing a comprehensive communications plan and strengthening our strategic partnerships with community-driven nonprofit organizations, our peer civil prosecutors throughout the state, and members of the public, to grow the impact of our affirmative litigation work and our role in effecting positive social change.

▼ 6. Strategy and Impact

What are your strategies to advance racial and economic equity?*

San Francisco City Attorney David Chiu, appointed by Mayor Breed in November 2021, and elected by San Francisco voters in June 2022, has dedicated his career to

advancing racial and economic equity. Over 13 years, he served as President of the San Francisco Board of Supervisors, as well as in the California State Legislature as an Assemblymember, establishing a track record of championing the needs of tenants, immigrants, workers and communities of color. City Attorney Chiu brings strong personal values and years of professional experience to his new role, leading the country's premier local public law office. He is committed to leveraging the full authority of the Office -- as well as a talented team of exceptional lawyers and staff -- to further equity and justice.

Our strategy is twofold. First, the affirmative litigation work as described above, which enforces existing laws to hold bad actors accountable, and ensure consequences, including financial awards to individuals who have been wronged, as well as additional resources to re-invest in social services and public programs. Second, working collaboratively to leverage an existing network and building strategic partnerships to effectively advocate for policy change at the state level.

San Francisco has long been at the forefront of social and political change. As has often been stated, as San Francisco goes, so goes California; as goes California, so goes the nation.

How are communities closest to the issues your organization is working to address involved in decision making, program delivery, staffing and leadership?*

Under City Attorney Chiu's leadership, the Office has been increasing community outreach efforts. Recently, this has included hosting dozens of policy convenings with hundreds of non-profit leaders to share information and align efforts across issue areas. We're also exploring enhancing our code enforcement platform to include additional language translation and improve public accessibility, so we can receive and respond to complaints directly.

The foundation's primary interest is the impact your organization or project is planning to make. Outcomes help us understand how you will get there. Enter the most important outcome you hope to achieve in this grant period.*

▼ **Click here for guidance on outcomes:**

Outcomes are the intended result of what will happen because of your work during this grant period.

For Example: A policy change organization seeks to end the criminalization of Black and Brown students.

Sample Outcome: A series of conversations among local school districts and communities will shift the way schools traditionally think about discipline and safety issues.

Outcome 1:*

Equitable housing and economic empowerment policies will be developed and passed through a statewide alliance of civil prosecutors who work closely with grassroots, advocacy and policy organizations on affirmative litigation.

Outcome 2 (Optional):

Influence at the state legislature will be strengthened through the development of a strategic plan that coordinates advocacy efforts across the State.

What are your organization's capacity building needs and priorities beyond this particular request to the San Francisco Foundation for grant funds, for example financial health/management, forming strategic relationships, board recruitment, communications, etc.? (Optional)

▼ Why we ask

This information will inform San Francisco Foundation's capacity building strategy. Capacity building refers to activities that help an organization improve their effectiveness and future organizational sustainability. Examples include fundraising, building strategic relationships, evaluation and learning, strategic planning, governance, etc.

Staffing: the City Attorney's Office is focused on attracting and retaining qualified talent in order to ensure we have the capacity to expand our work and move forward. We recently created a new position, Director of Diversity, Equity, and Inclusion, and hired an exceptional individual to fill this important role, which will lead all of the Office's racial equity initiatives and ensure we meet our goals.

▼ 7. Lobbying

▼ [Click here for definition of Lobbying](#)

Lobbying

Starting in July 2020, the San Francisco Foundation has changed the way that the Foundation has elected to report lobbying to the Internal Revenue Service and will be operating under the substantial part test, instead of the 501 (h) election. This should enable the Foundation to fund a greater amount of lobbying activity but requires the Foundation to collect data from grantees and accurately report all funding for lobbying.

All applicants need to let us know whether or not they are going to use any funds granted to them from the San Francisco Foundation for lobbying during the proposed grant period. This is required whether the grant is a general operating support grant or a project support grant.

To determine whether you plan to lobby with the funds you are requesting from the San Francisco Foundation, please read the following **non-exhaustive list** of activities associated with lobbying and our definitions of Grassroots and Direct Lobbying below. Please note that these definitions apply for the purpose of reporting by the San Francisco Foundation, since the Foundation is operating under the substantial part test, and they may differ from how your organization records lobbying. **Please note that the San Francisco Foundation under NO circumstances permits its funding to be used to support or oppose candidates running for office.**

Grassroots lobbying:

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Is communication with the general public with respect to specific legislation (other than ballot measures) that reflects a view on the legislation and qualifies whether or not it has a call to action.

Direct Lobbying:

Is communication with a legislator, an employee of a legislative body or other government official participating in the formulation of legislation that refers to specific legislation and reflects a view on the legislation. In the case of a ballot measure, the communications with the general public count as Direct Lobbying as the general public are the legislators.

Examples of Lobbying Activities:

1. Voter registration which recommends how to vote on legislation
2. Communications with the general public that express a view on specific piece of legislation, regardless of whether it is in support or in opposition to the proposed legislation
3. Recommending whether to vote in favor or in opposition to a specific piece of legislation
4. Voter education and the distribution of materials that includes recommending how to vote on legislation
5. Canvassing or transportation to get-out-the-vote (GOTV) with the aim of influencing how people vote on legislation
6. Speaking to elected officials with the aim of influencing how they vote on legislation

Examples of Non-Lobbying Activities:

1. Position neutral voter registration
2. Distributing vote-by-mail applications
3. Assembling lists of potential voters
4. Position neutral voter preference polls/canvassing
5. Position neutral voter education on issues
6. Position neutral voter education materials
7. Position neutral phone banking to get-out-the-vote (GOTV)
8. Other position neutral GOTV activities (e.g. transportation to the polls to vote)
9. Post balloting follow-up on issues

Based on the above definitions and sample activities, are you applying to the San Francisco Foundation for funding for lobbying activities?*

We ask about lobbying activities to comply with Internal Revenue Service regulations. Your response does not impact funding eligibility.

Yes

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The San Francisco Foundation

Of the total amount requested, what amount will be used for Lobbying?*

\$50,000.00

Finally, in order for us to have maximum impact with the dollars we have available for lobbying expenditures, we need to understand what legislation you are trying to impact with your lobbying activities. Please describe what legislation, including ballot measures, you intend to influence through lobbying activities for which you are requesting support from the San Francisco Foundation.*

The San Francisco City Attorney's Office is focused on legislative opportunities to further the scope and scale of our affirmative litigation work. We are interested in partnering with advocates and subject matter experts across policy areas of mutual interest— most notably, affordable housing, civil rights, climate change, consumer protection, and workers' rights— to craft a strategic policy plan.

Most recently, we built a coalition including organized labor advocates and the largest City Attorney and County Counsel Offices in the state to help pass AB 2766, a bill authored by Assemblymember Brian Maienschein that expands our authority to issue pre-litigation subpoenas. This tool will allow us to investigate suspected wrongdoing more efficiently and effectively.

▼ 8. Financial Information

What is your organization's annual budget?*

Your response does not impact funding eligibility. This question helps us understand the size of organizations that we support.

\$103,414,220.00

▼ 9. Documents

Instructions to upload a document:




1. Click on the + button and select Add File.
2. Choose the file on your computer, select a file type from the dropdown box, and click Start Upload.

Organization Budget

Organization Budget: Please upload the latest organization budget available for your organization.



Documents related to your organization that the foundation has on file are shown here. Contact grantsmanagement@sff.org if any are outdated.



ORGANIZATION DOCUMENTS

 **Public-Budget-Presentation-BY2023-and-BY2024.pdf**  
Organizational Budget
Added by Rebekah Krell at 12:27 PM on October 10, 2022

In addition to required financial documents, upload any additional documents you'd like to include with your application. Uploading additional documents is optional.

APPLICATION DOCUMENTS

 **Re Grant Agreement for Signature - Grant 290576.msg** 
Other Document
Added by Cynthia Gonzales at 3:09 PM on November 16, 2022

 **CAT_Budget_AAO_FY23.pdf** 
APR
Added by Rebekah Krell at 4:55 PM on October 10, 2022

▼ 10. Thank You

This is the end of the application.

Click "Save and Close", then "Submit" to submit your application. You will not be able to edit your application after it has been submitted. If you have any technical issues, email grantsmanagement@sff.org.

Grant Number: 202309-290576

Organization Name: San Francisco Office of the City Attorney

GRANT AGREEMENT

Grant Number: 202309-290576

Please use this number in all correspondence

San Francisco Foundation ("Grantor") is pleased to make a Core Operating Support grant in the amount of \$ 200,000 to San Francisco Office of the City Attorney ("Grantee") subject to the terms and conditions provided in this Agreement.

Acceptance of Grant

The conditions set forth below are deemed to be agreed to by the grantee if the grantee accepts any payment. **No payments will be released until a signed copy of the Agreement is returned to the Foundation and any special conditions are met.**

Contact

Rebekah Krell

Grantee

San Francisco Office of the City Attorney
San Francisco, California 94102

San Francisco Foundation Grant Contact

Khanh Russo - krusso@sff.org

Grant Amount

\$ 200,000 for 24 months

Date Approved

November 09, 2022

Grant Period

July 1, 2023 - June 30, 2025

Grant Purpose

For general operating support of the San Francisco City Attorney's enforcement of consumer protection, housing, workers' rights, and environmental protection laws.

Outcomes and Activities

Outcome #1: Legislative advocacy efforts and collective impact will be strengthened through the establishment of a statewide alliance of civil prosecutors and identification and implementation of tools to aid civil enforcement efforts.

Grant Conditions (Financial Accounting Treatment Only)

Grant Number: 202309-290576

Organization Name: San Francisco Office of the City Attorney

While grant funds are restricted and intended for use for the purposes described in this Agreement, for financial accounting treatment, the grant funds shall not be deemed to be conditioned upon the accomplishment of any particular measurable goal or metric, unless that condition is specifically identified in Special Conditions below.

Tax-Exempt Status

It is understood that Grantee is exempt from tax as a government entity. This status has been confirmed by Grantor. This grant is contingent on Grantee maintaining tax-exempt status as a government entity.

Use of Grant Funds

Grantee agrees to use all grant funds exclusively for charitable, scientific, literary or educational purposes consistent with Section 501(c)(3) and Section 170(c)(2)(B) of the Code or authorized governmental purpose.

This grant is not earmarked or designated for transmittal to any other entity or person, whether or not mentioned in any proposal or other correspondence between Grantor and Grantee. While Grantee accepts full discretion and control of the grant and its disposition and responsibility for complying with this Agreement's terms and conditions, these funds may be spent only in accordance with the provisions of this Agreement. Expenditure of grant funds is subject to modification only with the prior written approval of Grantor.

Prohibitions on Use

Grantee agrees that at no time will any grant funds be used: (i) to attempt to influence the outcome of any specific public election, or to participate in, or intervene in (including the publishing or distributing of statements) any political campaign on behalf of (or in opposition to) any candidate for public office; (ii) to attempt to influence the selection, nomination, election or appointment of any individual to any public office or office in a political organization within the meaning of Code Section 527(e)(2); (iii) for any activity that is in violation of federal, state or local law or any effort to induce or encourage violations of law or public policy; (iv) to cause any private inurement or improper private benefit to occur; or (v) in any manner inconsistent with charitable and educational purposes defined under Code Section 501(c)(3) or governmental purpose.

Grantee may expend up to \$50,000.00 of the grant funds to conduct lobbying activities to influence legislation within the meaning of Code Section 501(c)(3) and the regulations thereunder, including Section 1.501(c)(3)-1(c)(3)(ii).

If any grant funds are provided to another organization, Grantee shall notify Grantor of the transfer in advance and ensure that such grantee complies with all of the terms and conditions of this Agreement.

Annual Check-in Requirements

Guidelines and forms for annual check-ins with your application lead are available on the Foundation's grantee portal at <https://sff.fluxx.io> under the Request Reports section. Your application lead will provide guidance on check-ins for your grant. If you need to extend the grant period or request changes in the payment schedule or budget, please contact your application lead – (krusso@sff.org) and copy programs@sff.org.

Grant Check-In Due Dates

Check-In Due
Annual Check-in - Conversational

Due By
December 01, 2023

Grant Number: 202309-290576

Organization Name: San Francisco Office of the City Attorney

Annual Check-in

December 01, 2024

Payment Schedule

Payments will be made on the schedule below if reports have been submitted on the dates requested.

Payment Amount
\$ 200,000

Due Date
Upon receipt of signed Grant Agreement

Marketing and Communications

The San Francisco Foundation believes that the strategic use of communications and storytelling is core to achieving success in the work that we do together to expand opportunity in the Bay Area. We have established communications guidelines to help us learn about – and celebrate – each other’s work during the grant period. Please visit sff.org/communications-guidelines for details on how to include SFF in your communications and how to be featured in SFF communications.

Return of Funds

Any funds not expended or committed for the purposes of this grant, or within the period stated earlier, must be returned to Grantor. Grantor will notify Grantee if it determines, after careful consideration of the information available to it, that the grant is not being used for the purposes specified or is not reasonably in the interest of the general public.

Legal Compliance

Grantee shall comply with all federal, state and local laws applicable to the activities undertaken with the grant funds, and shall take all reasonable steps necessary to ensure participants in grant-funded activities comply with such laws.

Recordkeeping

Grantee shall take reasonable steps to maintain records related to this Agreement. No more than once per twelve (12) month period (unless exceptional circumstances arise), Grantee will allow Grantor, its designated representatives, its auditors or legal counsel the right to examine such records and speak to relevant personnel upon reasonable advanced notice, during Grantee's business hours, to confirm compliance with the terms of the Agreement. Grantee agrees to retain records in accordance with its document retention policy, but in no case less than six (6) years after the conclusion of the grant period.

Entire Agreement

This Agreement contains the entire understanding between Grantor and Grantee regarding the subject matter of this Agreement and supersedes any prior or contemporaneous agreement, whether oral or written, regarding said subject matter.

Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflict of law rules.

Modification or Amendment

Requests for amendment or modification to the grant must be submitted in advance. The Grantee must do this by email to programs@sff.org, including the grant number in any the email. Formal notification of whether requests have been approved will be issued by email.

Please return your signed agreement to grantsmanagement@sff.org.

Grant Number: 202309-290576

Organization Name: San Francisco Office of the City Attorney



November 09, 2022

The San Francisco Foundation

Date



3/23/2023

Katharine Porter

Date

Authorized Signatory

By Signing this Agreement the Authorized Signatory acknowledges that they have read and understood the agreement, they have the authority to sign this Agreement and bind the Grantee thereto, and that the Grantee hereby accepts and agrees to perform all of the terms and conditions of this Agreement.

From: [Khanh Russo](#)
To: [Krell, Rebekah \(CAT\)](#)
Cc: [Matthew Ho](#)
Subject: RE: SF City Attorney - Grant Plan
Date: Friday, August 25, 2023 2:12:44 PM
Attachments: [image939731.png](#)
[image708060.png](#)
[image384263.png](#)
[image631171.png](#)

Khanh Russo

Vice President of Policy and Innovation



One Embarcadero Center, Suite 1400 | San Francisco, CA 94111
T: (415) 733-8570 |
krusso@sff.org

Celebrating 75 years of centering People, Place, and Power
sff.org/anniversary



Pronouns: He, Him, His

Please follow the **Partnership for the Bay's Future** on [Twitter](#)  [Facebook](#)  [LinkedIn](#) 

Hello Rebekah,

Thank you for sharing our spending plan and outcomes. It is aligned with our conversation and grant agreement and it is approved.

Kindly,
Khanh

From: Krell, Rebekah (CAT) <Rebekah.Krell@sfcityatty.org>
Sent: Wednesday, August 23, 2023 10:50 AM
To: Matthew Ho <MHo@sff.org>
Subject: SF City Attorney - Grant Plan

Hello Matthew,

I hope you're having a great summer. We're moving forward with finalizing a detailed plan for our grant dollars, and wanted to share the proposed budget and outcomes (below) with you. We're excited to establish an impactful statewide policy coalition, and appreciate the San Francisco Foundation investing in our leadership of this work.

Please let me know if you have any questions, or would like additional information.

Thank you,

Rebekah

Rebekah Krell

Director of Policy and Legislative Affairs
Office of City Attorney David Chiu
www.sfcityattorney.org

-
Purposes: (1) support the San Francisco City Attorney's Office in legislative tracking and engagement; and

(2) establish a coalition of California City Attorneys and County Counsels to collaborate on a shared state legislative program and budget priorities.

Spending Plan + Outcomes:

- Purpose 1
- Legislative consultant contract – two years: **\$72,000** (\$3,000/month x 24 months)
 - Identify bills of interest to the City Attorney which will help in promoting the City's agenda and facilitate the work of our Office
 - Create and maintain live legislative tracker on pending bills
 - Provide logistical support and advice on legislative tracking and engagement, which is critical in navigating the complex and dynamic legislative process

The measurable goal at the end of this grant is that City Attorney's Office will have a working legislative tracker and critical know how in the legislative space.

- Purpose 2
- Strategic planning consultant: **\$110,000:**
 - Facilitate meetings and discussions among partner public law offices on coalition structure, roles, and objectives
 - Establish mission, vision, values statement for coalition
 - Establish bylaws or comparable document for coalition
 - Establish brand, communications, and outreach plan and materials

The measurable goal at the end of this grant is an established coalition of California City Attorneys and County Counsels who collaborate on a shared state legislative program that is important to local governments and public law offices.

- Expenses Associated with Convenings and Other Events: **\$18,000**
 - Two coalition convenings per fiscal year (4 total over grant term)
 - Host advocacy day in Sacramento
 - Meet with policymakers



**San Francisco
Foundation**

One Embarcadero Center, Suite 1400 | San Francisco, CA 94111 | T: (415) 733-8500 | F: (415) 477-2783 | sff.org

November 09, 2022

Rebekah Krell
San Francisco Office of the City Attorney
City Hall, Room 234
1 Dr. Carlton B. Goodlett Place
San Francisco, California 94102

202309-290576

Dear Rebekah,

Congratulations! On behalf of The San Francisco Foundation Board of Trustees, I am pleased to inform you that a grant has been approved to your organization. We are excited to partner with you to expand opportunity in the Bay Area.

The enclosed Grant Agreement forms the contract between San Francisco Office of the City Attorney and the Foundation. Please read the agreement carefully as it outlines the terms of the grant and reporting schedules. If we have your bank details on file, the grant will be paid to you by ACH transfer to the account that we have on record for your organization. If not, we are happy to enclose a check (please contact programs@sff.org for details of how to provide your bank information for quicker payment in future).

No payments will be released until a signed copy of the Agreement is returned to the Foundation and any special conditions are met.

Please do not hesitate to contact your Grant Contact Khanh Russo (krusso@sff.org) if you have any questions about your grant or the policies of TSFF.

Thank you for your leadership and for all you are doing.

Yours truly,

A handwritten signature in black ink, appearing to read 'Judith Bell'.

Judith Bell

Chief Impact Officer

From: [Krell, Rebekah \(CAT\)](#)
To: [Hsieh, Frances \(BOS\)](#)
Cc: [Jalipa, Brent \(BOS\)](#)
Subject: RE: File No.230983
Date: Thursday, October 5, 2023 2:36:54 PM

Thank you Brent and Frances,

Please see my responses below, in *red*.

Best,

Rebekah

Rebekah Krell
Director of Policy and Legislative Affairs
Office of City Attorney David Chiu
www.sfcityattorney.org

From: Hsieh, Frances (BOS) <frances.hsieh@sfgov.org>
Sent: Wednesday, October 4, 2023 1:35 PM
To: Krell, Rebekah (CAT) <Rebekah.Krell@sfcityatty.org>
Subject: RE: File No.230983

Hi Rebekah,

Just confirming that the following item: [230983](#) Accept and Expend Grant - Retroactive - San Francisco Foundation - Affirmative Litigation and Enforcement Outreach and Coordination - \$200,000.

Currently, I have this pending as item 5 on the agenda, however that may change as I receive updates from departments, please check the agenda posted on the Board website for the final order of items.

If you have a PowerPoint presentation, please send me and our committee clerk, Brent Jalipa, a copy by **Thursday at 4:00 pm** so that it can be included in the public file when the agenda is published. A PowerPoint is not required, of course, but we do ask that all presentations be limited to **3 minutes**. Also, I see that this item is retroactive, so please include a memo or email explaining the need for retroactive approval by Thursday as well.

The grant agreement begins July 1, 2023, to align with the fiscal year. The department was planning to submit this item with the budget, but was directed by the Controller's Office to go through the

Accept and Expend process instead, because this is a new grant. The Controller's Office has an internal policy that requires all new grants to go through the Accept and Expend process. Therefore, we are requesting retroactive approval. No work has begun yet under this agreement, and no grant funds have been expended.

Also, as a reminder, we will need the following information by **Monday at noon** so that I may prepare the Chair's script:

- Presenter(s) First and Last Names, Title, Division/Department/Agency:
Rebekah Krell, Director of Policy and Legislative Affairs, Office of the City Attorney
- Additional invitees and their role in meeting:
N/A
- List of emails for all presenters & invitees:
Rebekah.Krell@sfcityatty.org

Please let me know if you have any questions.

Thanks,
Frances

Frances Hsieh | 謝令宜
Office of Supervisor Connie Chan
San Francisco Board of Supervisors, District 1
(415) 554-7410

From: Krell, Rebekah (CAT) <Rebekah.Krell@sfcityatty.org>
Sent: Monday, October 2, 2023 3:38 PM
To: Hsieh, Frances (BOS) <frances.hsieh@sfgov.org>
Cc: Jalipa, Brent (BOS) <brent.jalipa@sfgov.org>
Subject: RE: File No.230983

Yes! October 11 is great. Thanks so much Frances. And please let me know if you have any questions about the item.

Best,

Rebekah

Rebekah Krell
Director of Policy and Legislative Affairs
Office of City Attorney David Chiu
www.sfcityattorney.org



San Francisco Ethics Commission

25 Van Ness Avenue, Suite 220, San Francisco, CA 94102

Phone: 415.252.3100 . Fax: 415.252.3112

ethics.commission@sfgov.org . www.sfethics.org

Received On:

File #: 230983

Bid/RFP #:

Notification of Contract Approval

SFEC Form 126(f)4

(S.F. Campaign and Governmental Conduct Code § 1.126(f)4)

A Public Document

Each City elective officer who approves a contract that has a total anticipated or actual value of \$100,000 or more must file this form with the Ethics Commission within five business days of approval by: (a) the City elective officer, (b) any board on which the City elective officer serves, or (c) the board of any state agency on which an appointee of the City elective officer serves. For more information, see: <https://sfethics.org/compliance/city-officers/contract-approval-city-officers>

1. FILING INFORMATION

TYPE OF FILING	DATE OF ORIGINAL FILING (for amendment only)
Original	
AMENDMENT DESCRIPTION – Explain reason for amendment	

2. CITY ELECTIVE OFFICE OR BOARD

OFFICE OR BOARD	NAME OF CITY ELECTIVE OFFICER
City Attorney	David Chiu

3. FILER'S CONTACT

NAME OF FILER'S CONTACT	TELEPHONE NUMBER
Angela Calvillo	415-554-5184
FULL DEPARTMENT NAME	EMAIL
Board of Supervisors	board.of.supervisors@sfgov.org

4. CONTRACTING DEPARTMENT CONTACT

NAME OF DEPARTMENTAL CONTACT	DEPARTMENT CONTACT TELEPHONE NUMBER
Rebekah Krell	415-554-4633
FULL DEPARTMENT NAME	DEPARTMENT CONTACT EMAIL
CAT City Attorney	Rebekah.Krell@sfcityatty.org

5. CONTRACTOR	
NAME OF CONTRACTOR The San Francisco Foundation	TELEPHONE NUMBER 415-733-8500
STREET ADDRESS (including City, State and Zip Code) One Embarcadero Center, Suite 1400, San Francisco, CA	EMAIL info@sff.org

6. CONTRACT		
DATE CONTRACT WAS APPROVED BY THE CITY ELECTIVE OFFICER(S)	ORIGINAL BID/RFP NUMBER	FILE NUMBER (If applicable) 230983
DESCRIPTION OF AMOUNT OF CONTRACT 200,000		
NATURE OF THE CONTRACT (Please describe) The City Attorney's office has received a \$200,000 general operating support grant from the San Francisco Foundation to fund engagement, strategic planning, and coordination with a coalition of public law offices to support affirmative litigation and enforcement. The Accept & Expend resolution and package is pending review and approval.		

7. COMMENTS

8. CONTRACT APPROVAL	
This contract was approved by:	
<input checked="" type="checkbox"/>	THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM
<input type="checkbox"/>	A BOARD ON WHICH THE CITY ELECTIVE OFFICER(S) SERVES
<input type="checkbox"/>	THE BOARD OF A STATE AGENCY ON WHICH AN APPOINTEE OF THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM SITS

9. AFFILIATES AND SUBCONTRACTORS

List the names of (A) members of the contractor's board of directors; (B) the contractor's principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
1	Blackwell	Fred	CEO
2	Bell	Judith	Other Principal Officer
3	Maness	Galen	COO
4	Velez	Sonja	CFO
5	Bustos	Miguel	Board of Directors
6	Ford	Molly	Board of Directors
7	Friedman	Robert	Board of Directors
8	Ibnale	David	Board of Directors
9	Kernan	Holly	Board of Directors
10	Lai	Justina	Board of Directors
11	Radford	Yvette	Board of Directors
12	Simon	Lateefah	Board of Directors
13	Soltani	Abdi	Board of Directors
14	Steele	Justin	Board of Directors
15	Uyeki	Bob	Board of Directors
16	Wicoff	Kimberly	Board of Directors
17			
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9. AFFILIATES AND SUBCONTRACTORS

List the names of (A) members of the contractor's board of directors; (B) the contractor's principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
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9. AFFILIATES AND SUBCONTRACTORS

List the names of (A) members of the contractor’s board of directors; (B) the contractor’s principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
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<input type="checkbox"/>	Check this box if you need to include additional names. Please submit a separate form with complete information. Select "Supplemental" for filing type.		

10. VERIFICATION

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information I have provided here is true and complete.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

<p>SIGNATURE OF CITY ELECTIVE OFFICER OR BOARD SECRETARY OR CLERK</p> <p>BOS Clerk of the Board</p>	<p>DATE SIGNED</p>
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CITY AND COUNTY OF SAN FRANCISCO

OFFICE OF THE CITY ATTORNEY



DAVID CHIU
City Attorney

KATHARINE HOBIN PORTER
Managing Attorney

Direct Dial: (415) 554-4707
Email: katharine.porter@sfcityatty.org

TO: Angela Calvillo, Clerk of the Board of Supervisors

FROM: Katharine Hobin Porter, Managing Attorney, Office of the City Attorney

DATE: September 12, 2023

SUBJECT: Accept and Expend Resolution for Subject Grant

GRANT TITLE: Affirmative Litigation and Enforcement Outreach and Coordination

Attached please find the original* and 1 copy of each of the following:

- X Proposed grant resolution; original* signed by Department, Mayor, Controller
- X Grant information form, including disability checklist
- X Grant budget
- X Grant application
- X Grant award letter from funding agency
- X Ethics Form 126 (if applicable)
- X Contracts, Leases/Agreements (if applicable)

___ Other (Explain):

Special Timeline Requirements: N/A

Departmental representative to receive a copy of the adopted resolution:

Name: Rebekah Krell

Phone: 415-554-4748

Interoffice Mail Address: City Hall, Room 234

Certified copy required Yes

No X

(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).