

File No. 110449

Committee Item No. 1

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee CITY OPERATIONS AND NEIGHBORHOOD SERVICES

Date 6/27/11

Board of Supervisors Meeting

Date _____

Cmte Board

- | | | |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input checked="" type="checkbox"/> | <input 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 Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form (for hearings) |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input checked="" type="checkbox"/> | <input 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: Gail Johnson

Date 6/23/11

Completed by: _____

Date _____

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.

1 [Accept and Expend Grant - Kindergarten to College Program Participant Incentive Funds –
2 \$240,000]

3 **Resolution authorizing the Office of Treasurer-Tax Collector to accept and expend a**
4 **grant in the amount of \$240,000 from the Earned Assets Resource Network for**
5 **Kindergarten to College Program Participant Incentive Funds.**

6
7 WHEREAS, The City and County of San Francisco established the Kindergarten to
8 College program in 2010 to provide college savings accounts for San Francisco Unified
9 School District kindergarteners with an initial deposit of \$50; and

10 WHEREAS, participant incentives, such as matching deposits, and funds to encourage
11 regular saving through direct deposit, are integral components of Kindergarten to College; and

12 WHEREAS, The Earned Assets Resource Network has granted \$240,000 to provide
13 incentives for participants to make deposits into their Kindergarten to College accounts; and

14 WHEREAS, The San Francisco Foundation made generous donations to the Earned
15 Assets Resource Network to facilitate the subject grant; and

16 WHEREAS, The grant does not include any provision for indirect costs; and

17 WHEREAS, The grant does not create any new positions, and will not require an
18 amendment to the Annual Salary Ordinance; now, therefore, be it

19 RESOLVED, The City and County of San Francisco is authorized to accept and
20 expend a grant from the Earned Assets Resource Network in the amount of \$240,000 ; and
21 be it

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

24 FURTHER RESOLVED, That the Treasurer-Tax Collector, or his designee is
25 authorized to accept the grant on behalf of the City and County of San Francisco.

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Recommended:

Pauline Marx

Pauline Marx

Chief Assistant Treasurer

Approved:

G. W. G. W.
Mayor

Approved:

[Signature]
Controller

TO: Angela Calvillo, Clerk of the Board of Supervisors

FROM: Greg Kato, Policy and Legislative Manager

DATE: April 27, 2011

SUBJECT: Accept and Expend Resolution for Subject Grant

GRANT TITLE: Kindergarten to College Program Participant Incentive Funds

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 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: Greg Kato

Phone: 554-6888

Interoffice Mail Address: City Hall Room 140

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).

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective March 2005)

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: Kindergarten to College Program Participant Incentive Funds

2. Department: Treasurer-Tax Collector

3. Contact Person: Greg Kato Telephone: (415) 554-6888

4. Grant Approval Status (check one):

Approved by funding agency Not yet approved

5. Amount of Grant Funding Approved or Applied for: \$240,000

6a. Matching Funds Required: \$0

b. Source(s) of matching funds (if applicable): N/A

7a. Grant Source Agency: Earned Assets Resource Network

b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary: Kindergarten to College (K2C) is a college savings program for San Francisco Unified School District kindergarten students with an initial \$50 deposit from the City and County of San Francisco. To incentivize family savings, the Earned Assets Resource Network (EARN) has raised private funds to match first \$100 of family contributions for each account and an additional \$100 incentive to encourage families to sign up for direct deposit. EARN has granted \$240,000 for these incentives, which is expected to provide sufficient funding for the entire initial cohort of students in K2C.

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

Start-Date: May 1, 2011

End-Date: June 30, 2012

10a. Amount budgeted for contractual services: \$0

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 MBE/WBE 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? N/A

b2. How was the amount calculated? N/A

c. 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? None. These funds are incentives for students participating in the program. The contract with Citibank NA as the custodial banker for the program does not have any costs to the City.

12. Any other significant grant requirements or comments:

****Disability Access Checklist*****

13. This Grant is intended for activities at (check all that apply):

Existing Site(s)

Existing Structure(s)

Existing Program(s) or Service(s)

Rehabilitated Site(s)

Rehabilitated Structure(s)

New Program(s) or Service(s)

New Site(s)

New Structure(s)

14. The Departmental ADA Coordinator and/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 access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: _____



(Name)

JOHN PAUL SCOTT, DEPUTY DIRECTOR

4/26/2011

Date Reviewed: _____

Department Approval: _____

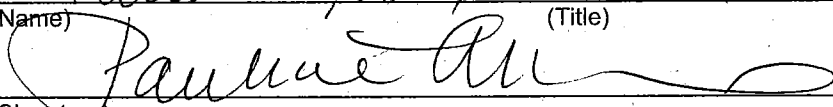
(Name)

Paulette Marx

(Title)

Chief Assistant Treasurer

(Signature)



Earned Assets Resource Network
 Kindergarten to College Grant to Office of the Treasurer & Tax Collector

Budget Detail

Fund 2SGSFGNC
 Index 080023

	Code			Subobject	FY2010-2011	Total
	TXK2C	Private Grants		78102	\$240,000	\$240,000
Total					\$240,000	\$240,000



Treasurer José Cisneros
City and County of San Francisco
City Hall Room 140
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Dear Treasurer Cisneros,

We are pleased to inform you that the Earned Assets Resource Network (EARN) has authorized a grant of \$240,000 for the San Francisco Office of Financial Empowerment (OFE), housed within the Office of the Treasurer and Tax Collector. This grant will be paid in one installment upon acceptance by the Board of Supervisors.

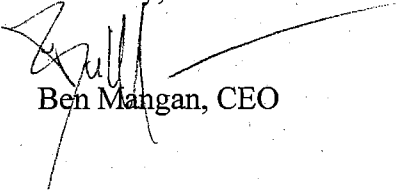
OFE will use these funds exclusively to provide savings incentives for accounts in the Kindergarten to College (K2C) program. If the OFE would like to use these funds for any other purpose, it must obtain written approval from EARN.

The OFE agrees to provide EARN with an annual report on December 1, 2011 and December 1, 2012, detailing the use of the grant funds until the grant funds have been fully expended. Each report shall include a financial accounting as to the use and disposition of the grant funds, signed by a financial office of your organization; and accomplishments and specific outcomes for clients achieved under the grant, including success against the following goals:

1. **Increase likelihood of college attendance.** A child with a college savings account in any amount is seven times more likely to attend college than one without, regardless of income, race or academic achievement. K2C will increase academic aspirations for every child by making college a reality from the first day of school.
2. **Reduce financial exclusion.** Low-income and minority families are overwhelmingly excluded from mainstream financial products that build wealth. One in three San Francisco children are born into families with no savings or assets of any kind, one in two for African American and Latino children. K2C will help parents begin saving by simplifying the process for opening a college savings account and incentivizing deposits.
3. **Increase Financial Literacy.** K2C will be the vehicle that incorporates financial education into our school classrooms, as part of the math curriculum. With K2C, our schools can create a culture of savings, improve financial literacy, increase assets, and bring more children and families into the financial mainstream.
4. **Leverage private investment in San Francisco families.** K2C will leverage private funds for savings matches, create behavioral incentives, and help families earn money for college at significantly higher rates than they can earn by saving on their own.

We are pleased to be working with you as a partner in your efforts to advance financial empowerment work in San Francisco.

Sincerely,


Ben Mangan, CEO

Greg.Kato@sfgov.org

— Forwarded by Greg Kato/TTX/SFGOV on 05/09/2011 03:05 PM —

Anee Brar/TTX/SFGOV

05/09/2011 03:02 PM

To Greg Kato/TTX/SFGOV@SFGOV

cc

Subject Fw: K2C Funds

Hi Greg,

Here's the email from Ben. Please let me know if you have any questions. Thanks

Anee Brar
Kindergarten To College Program Manager
Office of Financial Empowerment
Office of the Treasurer & Tax Collector
City Hall Room 140
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102
Phone: (415) 554-4453
Fax: (415) 554-5507
www.k2csf.org

— Forwarded by Anee Brar/TTX/SFGOV on 05/09/2011 03:02 PM —



Ben Mangan
<ben@earn.org>

05/09/2011 11:50 AM

To "Brar, Anee" <anee.brar@sfgov.org>

cc

Subject K2C Funds

Hi Anee – I hope this email finds you doing well. This email confirms that funds being transferred from EARN on behalf of the Kindergarten to College (K2C) program will be expended by the K2C program by June 2012. Please contact me if you have any questions about this.

All the Best,
Ben

Ben Mangan | President + Chief Executive Officer
ben@earn.org | Tel. 415.217.3662 | Fax. 415.217.3663
235 Montgomery Street, Suite 470 | San Francisco, CA 94104

earn.org | [facebook.com/earnorg](https://www.facebook.com/earnorg) | twitter.com/earnorg | [youtube.com/earn](https://www.youtube.com/earn)

Deborah
Gordon/CON/SFGOV
05/09/2011 03:27 PM

To: Greg Kato/TTX/SFGOV@SFGOV
cc
bcc
Subject: Re: Fw: K2C Funds

Hi, Greg-

Thanks so much for this email. Will there be something else coming my way that supports the May 1, 2011 start date of the grant period? As I mentioned in my earlier email, we need that particularly since you ask that the grant funds be appropriated retroactively. Since this is an ongoing relationship with EARN, perhaps we can ask them to provide greater detail in their award letters in future? I'm not suggesting that we want to appear ungrateful, but if it seems acceptable to "manage" the award letter process a little, it might not put them off.

Please call with any questions.

Debbie Gordon
Controller's Accounting Operations Division
City and County of San Francisco
(415) 554-5241 phone

Controller's Public Page: <http://www.sfcontroller.org>
Controller's Intranet Page: <http://conpolicy>

Greg Kato/TTX/SFGOV

Greg Kato/TTX/SFGOV
05/09/2011 03:07 PM

To: Deborah Gordon/CON/SFGOV@SFGOV
cc
Subject: Fw: K2C Funds

Good afternoon Deborah-

Below, please find the email from EARN to our K2C coordinator regarding expending funds by June 2012. Also, I spoke with Meghan Wallace in the Mayor's Budget Office and she affirmed that our resolution could proceed with Supervisor Campos's name. We recognize that it should be reformatted slightly to conform, and will replace the first page of the resolution with the corrected name at the bottom upon Controller and Mayor approval to proceed to the Board.

Thank you!

Greg M Kato
Policy and Legislative Manager
Office of the Treasurer & Tax Collector
City & County of San Francisco
City Hall - Room 140
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102
415/554-6888 (phone)
415/554-5507 (fax)