

**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: California Department of Education, State Preschool Quality Rating and Improvement System (QRIS)
2. Department: Children and Families Commission (dba First 5 San Francisco)
3. Contact Person: Ingrid Mezquita Telephone: 415-437-4649
4. Grant Approval Status (check one):  
 Approved by funding agency  Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$ \$2,590,895
6. a. Matching Funds Required: \$0  
b. Source(s) of matching funds (if applicable):
7. a. Grant Source Agency: California Department of Education  
b. Grant Pass-Through Agency (if applicable): S.F. Unified School District

8. Proposed Grant Project Summary: QRIS block grants will be awarded to California State Preschool Program (CSPP) sites in San Francisco that have been rated at a quality level of Tier 4 or higher, and for those CSPP sites not yet at Tier 4, training and technical assistance will be provided to raise quality.

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

Start-Date: July 1, 2015

End-Date: June 30, 2016

10. a. Amount budgeted for contractual services: \$0  
b. Will contractual services be put out to bid?  
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?

11. a. Does the budget include indirect costs?

Yes  No

b. 1. If yes, how much? \$ 109,360

b. 2. How was the amount calculated? SFUSD pass-thru indirect (4.05%)

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?

12. Any other significant grant requirements or comments: QRIS State Block Grant funds can only be used to support state-funded agencies operating State Preschool Programs in San Francisco.

**\*\*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:

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)

Date Reviewed: \_\_\_\_\_

\_\_\_\_\_  
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)

Date Reviewed: \_\_\_\_\_

\_\_\_\_\_  
(Signature Required)