

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: Mayor Ed Lee's Earth Day Climate Action Tours and Dialogues
2. Department: Department of the Environment
3. Contact Person: Shawn Rosenmoss Telephone: 415-355-3746
4. Grant Approval Status (check one):
☒ [X] Approved by funding agency ☐ [] Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$12,500
- 6a. Matching Funds Required: \$ 0
b. Source(s) of matching funds (if applicable):
- 7a. Grant Source Agency: Renovate-HERO
b. Grant Pass-Through Agency (if applicable):):
8. Proposed Grant Project Summary: Funds have been gifted to the Department of the Environment to sponsor Mayor Lee's Earth Day Climate Action Tours and Dialogues on April 22, 2015 and June 18, 2015.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: April 22, 2015 End-Date: June 18, 2015
- 10a. Amount budgeted for contractual services: \$12,500
b. Will contractual services be put out to bid? No, the Department will use already in-force contracts.
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
- 11a. Does the budget include indirect costs? ☐ [] Yes ☒ [X] No
b1. If yes, how much?
b2. How was the amount calculated?
c1. If not, why are indirect costs not included?
☐ [] Not allowed by granting agency ☒ [X] 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? Zero – no staff time expense.

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 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: All of the facilities are privately owned facilities of various types of buildings in both the residential and commercial sectors. Staff will make site visits to perform site assessments.

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Claudia Molina, Departmental ADA Coordinator, Payroll Personnel Clerk

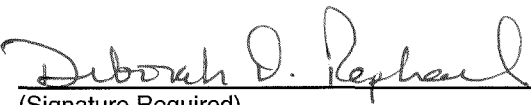
Date Reviewed: 7/20/15


(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Deborah O. Raphael, Director, Department of the Environment

Date Reviewed: 7/20/15


(Signature Required)