

BOARD of SUPERVISORS



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MEMORANDUM

TO: Adele Carpenter, Director, Youth Commission
FROM: *AC* Angela Calvillo, Clerk of the Board
DATE: September 13, 2016
SUBJECT: REFERRAL FROM BOARD OF SUPERVISORS

The Board of Supervisors has received the following substitute legislation, which at the request of the Youth Commission is being referred as per Charter Section 4.124 for comment and recommendation. The Commission may provide any response it deems appropriate within 12 days from the date of this referral.

File No. 160892

Ordinance amending the Administrative Code to establish the San Francisco City College Enrollment Fee Assistance Fund.

Please return this cover sheet with the Commission's response to **Linda Wong, Assistant Clerk, Budget and Finance Committee.**

RESPONSE FROM YOUTH COMMISSION Date: _____

No Comment

Recommendation Attached

Chairperson, Youth Commission

1 [Administrative Code - San Francisco City College Enrollment Fee Assistance Fund]

2
3 **Ordinance amending the Administrative Code to establish the San Francisco City**
4 **College Enrollment Fee Assistance Fund.**

5 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
6 **Additions to Codes** are in *single-underline italics Times New Roman font*.
7 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.
8 **Board amendment additions** are in double-underlined Arial font.
9 **Board amendment deletions** are in ~~strikethrough Arial font~~.
10 **Asterisks (* * * *)** indicate the omission of unchanged Code
11 subsections or parts of tables.

12 Be it ordained by the People of the City and County of San Francisco:

13 Section 1. The Administrative Code is hereby amended by
14 renumbering Section 10.100-288 as Section 10.100-287 and revising it, to read as follows:
15 **SEC. 10.100-287 ~~10.100-288~~. SAN FRANCISCO CHILDREN AND FAMILIES TRUST FUND.**

16 (a) **Establishment of Fund.** The San Francisco Children and Families First Trust
17 Fund is established as a category four fund to receive all grants, gifts, or bequests of money
18 made to or for the benefit of the San Francisco Children and Families First Commission *from*
19 *from* public or private sources to be used for early childhood development programs.

20 (b) **Use of Fund.** Moneys allocated to the fund shall be expended only for the
21 purposes authorized by the California Children and Families First Act and in accordance with
22 the San Francisco County Strategic Plan approved by the San Francisco Children and
23 Families First Commission. All monies shall be expended for the specific purpose such grant,
24 gift, or bequest was made.
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1 Section 2. The Administrative Code is hereby amended by adding a new
2 Section 10.100-288 to read as follows:

3 **SEC. 10.100-288. SAN FRANCISCO CITY COLLEGE ENROLLMENT FEE ASSISTANCE**

4 **FUND.**

5 (a) Establishment of Fund. The San Francisco City College Enrollment Fee Assistance Fund
6 ("the Fund") is hereby established as a category four fund to provide financial assistance to students at
7 City College of San Francisco ("City College"), as further specified in subsection (c).

8 (b) Sources of Funds. The Fund may receive any legally available monies appropriated for
9 this purpose.

10 (c) Use of Funds. The Department of Children, Youth, and Their Families ("the Department")
11 shall use monies in the Fund to make block grants to City College to offset enrollment fees and provide
12 other education-related financial support for students who are enrolled in credit courses at City
13 College and who: (1) maintain their legal residence or domicile in San Francisco, or (2) are an
14 employee of the City and County of San Francisco, the San Francisco Unified School District, or City
15 College ("Eligible Students"). As a condition of accepting the monies, City College shall agree to use
16 the block grants to: (1) reduce or waive enrollment fees for Eligible Students, less any state or federal
17 financial aid the student is currently receiving for his or her education; or (2) for Eligible Students who
18 are receiving other financial aid covering their enrollment fees, for other education-related financial
19 support, including but not limited to monies for the purchase of required books and supplies, lab fees,
20 and activity fees, as specified in the block grant agreement. Benefits from the block grant program
21 need not be based on individual need, but no student shall receive benefits worth more than \$1,000
22 from the program for any academic year. For purposes of this Section 10.100-288, "employee" means
23 someone working for that employer at least 20 hours per week on average.

24 (d) Administration and Oversight of Fund. The Department shall administer the Fund.
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1 (1) The Department and City College shall develop and execute an agreement
2 governing the block grants and the process for applying for, calculating, awarding, and disbursing
3 payments to individual students. The agreement shall provide for the proportional reduction in
4 payments to individual students to the extent that the total of such payments would exceed the amount
5 of the block grant. The agreement shall give priority to offsetting enrollment fee increases over other
6 education-related financial support.

7 (2) Any block grant agreement between the Department and City College shall provide,
8 as a condition of the grant, for the creation of an Oversight Committee to review City College's
9 implementation of the grant agreement and to prepare an annual public report to the Mayor, the Board
10 of Supervisors, and the Department, as well as to City College, concerning the implementation of the
11 grant agreement and disbursements from the Fund. The Oversight Committee shall consist of one
12 member of the Governing Board of City College, one member of the San Francisco Board of
13 Supervisors appointed by the Board of Supervisors, one member of the San Francisco Board of
14 Education appointed by the Board of Education, one City College student representative, two City
15 College faculty members, one City College financial aid counselor or specialist, one member from the
16 office of the Chancellor of City College, and one community member not otherwise eligible to serve on
17 the Oversight Committee. The Oversight Committee shall comply will all applicable provisions of the
18 Brown Act and the Sunshine Ordinance.

19 (3) Notwithstanding the provisions of subsections (c) and (d), the Department shall
20 build and maintain within the Fund a reserve of up to 100% of the estimated annual funding needs for
21 the Fund.


22
23 Section 2. Effective Date. This ordinance shall become effective 30 days after
24 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the
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1 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
2 of Supervisors overrides the Mayor's veto of the ordinance.

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4 Section 3. Undertaking for the General Welfare. In enacting and implementing this
5 ordinance, the City is assuming an undertaking only to promote the general welfare. It is not
6 assuming, nor is it imposing on its officer and employees, an obligation for breach of which it
7 is liable in money damages to any person who claims that such breach proximately caused
8 injury.

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APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

By: 
THOMAS J. OWEN
Deputy City Attorney

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