

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: United States Department of Energy - Buildings Upgrade Challenge, Phase 2
2. Department: San Francisco Environment Department
3. Contact Person: Alice Hur Telephone: (415) 355-3709
4. Grant Approval Status (check one):

☒ Approved by funding agency☐ Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$ 400,000
6. a. Matching Funds Required: None
 b. Source(s) of matching funds (if applicable): Not applicable
7. a. Grant Source Agency: United States Department of Energy
 b. Grant Pass-Through Agency (if applicable):
8. Proposed Grant Project Summary: The Environment Department will launch Phase 2, the Pilot Phase, of the Buildings Upgrade Prize Challenge by upgrading 20 single-family homes in the Bayview-Hunters Point neighborhood. These upgrades will include the installation of electric heat pump water heaters (HPWH) and other energy-efficient improvements. During this phase, the Environment Department will collect data, gather feedback, and document lessons learned to inform a future application for the Final Phase of the Buildings Upgrade Prize Challenge, which aims to upgrade 200 single-family homes in 200 days, in the same neighborhood.

With the Bay Area Air District mandating the discontinuation of residential natural gas water heater sales by 2027, this initiative becomes important in ensuring an equitable and affordable rollout of HPWH. The project's overarching objective is to demonstrate an innovative way to quickly and equitably upgrade single-family homes and validate its ability to scale citywide.

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

Start-Date: March 18, 2025

End-Date: None required

10. a. Amount budgeted for contractual services: \$ 60,000
b. Will contractual services be put out to bid? Processes for acquiring contractual services will comply with all applicable City procurement requirements.
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? Not applicable because it is Federal funding.
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?
[X] Yes [] No
b. If yes, how much? \$ 41,227.00
c. How was the amount calculated? 10% de minimis rate applied to direct labor costs
d. 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):
e. If no indirect costs are included, what would have been the indirect costs?

12. Any other significant grant requirements or comments:

Federal prize awards were designed to be less administratively burdensome than federal grants. Prize funding is provided up front and does not have an expiration date. The proposed budget shows the plan for spending but is not binding. While DOE would prefer that prize winners spend funds needed to complete work that enables successful competition in subsequent phases of the competition, it is not required.

****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):

- | | | |
|--|---|--|
| ☐ 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 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.
4. All websites and digital content developed as part of this project will comply with the [Digital Accessibility Inclusion Standard](#).

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:

Deborah Kaplan

(Name)

Deputy Director for Programmatic Access

(Title)

Date Reviewed: 10/10/2025

DocuSigned by:

Deborah Kaplan

(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Tyrone Jue

(Name)

Director

(Title)

Date Reviewed: 10/14/2025

DocuSigned by:

Tyrone Jue

(Signature Required)