

**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** Carmen Chu, City Administrator  
**DATE:** December 11, 2023  
**SUBJECT:** Accept and Expend Ordinance for Subject Grant

**GRANT TITLE:** Local Immigrant Integration and Inclusion Grant

---

Attached please find the original\* and one copy of each of the following:

Proposed grant ordinance; original\* signed by Department, Mayor, Controller

Grant information form, including disability checklist

Grant budget

Grant application

Letter of Intent or grant award letter from funding agency

Ethics Form 126 (if applicable)

Contracts, Leases/Agreements (if applicable)

Other (Explain):

**Special Timeline Requirements:**

**Departmental representative to receive a copy of the adopted ordinance:**

**Name:** Jorge Rivas, Office of Civic Engagement and Immigrant Affairs

**Phone:** 415-581-2360

**Interoffice Mail Address:** 1155 Market Street, First Floor

Certified copy required Yes

No

(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).