

File No. 260287

Committee Item No. 5

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date April 8, 2026

Board of Supervisors Meeting Date _____

Cmte Board

- | | | |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Notice of Award/Award Letter |
| | | • Award Notice Letter and Agreement |
| | | • Award Letter Acknowledgement 12/22/2025 |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

- | | | |
|-------------------------------------|--------------------------|----------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>PDR Presentation 4/8/2026</u> |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
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| <input type="checkbox"/> | <input type="checkbox"/> | _____ |

Completed by: Brent Jalipa Date April 2, 2026

Completed by: Brent Jalipa Date _____

File Number: 260287
(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: **Expanded Public Defense Services Grant**
2. Department: **Public Defender's Office**
3. Contact Person: **Angela Chan** Telephone: **628-271-9661**
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: **\$ 850,000**
6. a. Matching Funds Required: **\$ n/a**
b. Source(s) of matching funds (if applicable):
7. a. Grant Source Agency: **Office of the State Public Defender**
b. Grant Pass-Through Agency (if applicable): **n/a**
8. Proposed Grant Project Summary:
The Freedom Project is the SF Public Defender's post-conviction relief initiative, advancing decarceration, reentry, and resentencing reform. We guide incarcerated clients through resentencing, parole, and reentry—reuniting families, strengthening communities, and sharing our expertise with practitioners statewide. With current grant funding ending, we seek support through the Expanded Public Defense Service Grant to retain our two skilled and experienced social workers, Holistic Case & Reentry Specialists, who (1) prepare clients for court and parole hearings and develop reentry plans to support their return home, (2) train and advise post-conviction practitioners across California, and (3) bring frontline insight to statewide advocacy advancing post-conviction justice.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: **2/1/2026** End-Date: **6/1/2028**
10. a. Amount budgeted for contractual services: **\$151,674**
b. Will contractual services be put out to bid? **n/a**
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? **As-needed litigation expert fees, client incentives, and outreach, with OCA rules to follow where applicable.**
11. a. Does the budget include indirect costs?
 Yes No
b. 1. If yes, how much?

- b. 2. How was the amount calculated?
- 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?

Indirect cost may be calculated at 10% of direct cost, however it's not included in the budget plan.

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 checked="" type="checkbox"/> Existing Structure(s) | <input 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:

Arlene Laxamana

(Name)

Human Resources Manager

(Title)

Date Reviewed: _____



(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Manohar Raju

(Name)

Public Defender

(Title)

Date Reviewed: 03-09-2026



(Signature Required)



**SAN FRANCISCO
PUBLIC DEFENDER**

Greater than one.



THE FREEDOM PROJECT

We offer full second-look representation, including robust resentencing and parole board representation.

Our award-winning Freedom Project is redefining the odds for indigent clients in California prisons and creating a national model for post-conviction public defense.



AT A GLANCE: Freedom Project 2020-2025

With just 3 lawyers, 2 paralegals, and 2 social workers (social workers extended for 2 years through this \$850,000 grant):

- **104 client releases**
- **\$227 million** CA tax dollars saved
- **35% reduction** of San Franciscans in CDCR
- **1,703 years removed** from client's prison terms.

*all as of 1-20-2026

The Freedom Project brings justice & dignity to elders



- **69% of San Francisco's prison population is over 50**
- **44% is over age 60**
- **12% is over 70**

- CA spends 300% more to incarcerate people over age 55 than other age groups.

- Recidivism declines dramatically with age.

- Nearly all exiting prison have chronic health conditions.
 - Our caseworkers connect to primary care, mental health and specialty care, and targeted case management.

The Freedom Project brings second chances to youth offenders



Charged as an adult at age 17, VR was released after resentencing. “I never thought in a million years I would have this close relationship with my son. After doing 15 years I am now working at UCSF. I was given an opportunity and I haven’t looked back. Thank you, for believing in me and fighting for me.”

JV fled an abusive home and was charged in the adult system at age 16. Despite victim support, the parole board refused to act. When the DA recommended resentencing and a new DA reneged, our advocacy produced a new rule of law: A shift in political winds alone cannot negate a resentencing referral. *People v. Vaesau* (2023) 94 Cal.App.5th 132.

The Freedom Project works to correct racial injustice

Youth of color comprise ~90% of cases
transferred to adult court in CA.

“Just another” Black youth transferred to adult
court in the 1980s at age 17, CJ spent 42 years in
prison until our team undid his sentence.
Released at age 59, he is now a case manager at
the transitional home that welcomed him in early
reentry.



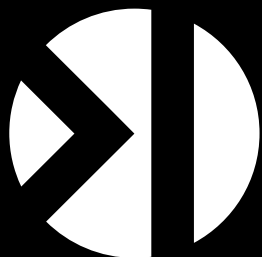
WE DO NOT GIVE UP PEOPLE, FAMILIES, OR COMMUNITY.



We build support systems to keep our clients resourced, with our team available indefinitely.

We strengthen community through homecomings, Freedom Celebrations, and a monthly Freedom Peer Group to foster safe spaces and expand pro-social networks.

We expand paths to freedom with new laws and legal precedent.



**SAN FRANCISCO
PUBLIC DEFENDER**

Greater than one.

THANK YOU

The **FREEDOM PROJECT**

San Francisco Public Defender

555 Seventh Street

San Francisco, CA 94103

www.sfpublicdefender.org

Section III – Project Budget

Note: Project Budget Period is 24 Months

Budget Line Item	Total
1. Salaries and Benefits	\$ 693,326
2. Services and Supplies	\$ 0.00
3. Professional Services or Public Agency Subcontracts	\$ 151,674
4. Equipment/Fixed Assets	\$ 5,000
5. Other (Travel, Training, etc.)	\$ 0.00
6. Indirect Costs	
Total	\$ 850,000

1a. Salaries and Benefits		
Staff Title/Role <i>(Please specify staff role in the project)</i>	Salary (%FTE or hourly rate) + Benefits	Total
Criminal Justice Specialist II- 8452	1 FTE - \$260,143+ \$78,043	\$338,186
Criminal Justice Specialist II- 8452	1 FTE - \$273,185+ \$81,955	\$355,140
Total Salaries and Benefits		\$ 693,326

1b. Salaries and Benefit Narrative

Salary and benefit rates are set by the City for this class of public employee.

2a. Services and Supplies		
Description of Services or Supplies	Calculation for Expenditure	Total

	Total Services and Supplies	\$ 0.00

2b. Services and Supplies Narrative

3a. Professional Services

Description of Professional Service(s)	Calculation for Expenditure	Total
Expert fees- litigation expense	estimate \$5,000-\$10,000/case for 12/24 cases	\$ 90,000
Client incentive	emergency housing rental, gift cards, groceries, household items for necessities	\$ 50,000
Community and client outreach	site rental, food, stipend	\$ 11,674
	Total Professional Services	\$ 151,674

3b. Professional Services Narrative

Expert fees allow us to commission reports and testimony documenting private risk assessments, psychological and development disability evaluations, and other specialized opinions, as necessary. Client incentives cover housing in emergency situations, like where a medically compromised individual will not be accepted at parole-funded facilities, gift cards for newly released individuals, and direct purchase of necessary household items when a client gets their own home. Community and client outreach covers items like food and beverage for Peer Group participants and biannual luncheons.

4a. Equipment/Fixed Assets

Description of Equipment/Fixed Assets	Calculation for Expense	Total

	Total Equipment/Fixed Assets	\$ 0.00

4b. Equipment/Fixed Assets Narrative

5a. Other (Travel, Training, etc.)

Description	Calculation for Expense	Total
Staff prison visits	miles/flights/lodging/per diem, etc per IRS and GSA approved rates	\$ 5,000
	Total Other	\$ 5,000

5b. Other (Travel, Training, etc.) Narrative

6a. Indirect Costs
Indirect costs may be charged to grant funds at no more than 10% of the project amount

Indirect costs may not exceed shown amount or total grant max.	\$ 0.00	Total Indirect Costs
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Section IV – Project Assurances

By submitting this application, the applicant agrees that if it is awarded a grant by the Office of the State Public Defender, the applicant will abide by the following:

- a. It will use any funds it receives only for the purposes stated in its application. Should the OSPD determine in its sole discretion that the applicant is unlikely to use all funds received for these purposes within the grant period, the applicant will return funds to the OSPD, as directed by OSPD.
- b. It will not discriminate based on race, color, national origin, religion, gender, disability, age, marital or domestic partnership status, medical condition, or sexual orientation.
- c. It will permit reasonable site visits and will present additional information deemed reasonably necessary to determine compliance with the terms of the grant.
- d. It will comply with fiscal management and control procedures adopted by OSPD.
- e. It understands that any proposal submitted for grant, and all documents submitted pursuant to issuance of grant, are public documents, and may be disclosed to any person.
- f. It agrees it will file regular program and financial reports, as may be required by the OSPD, and cooperate with other data collection requests by the OSPD for this grant.
- g. The OSPD is permitted, in its sole discretion, to adjust Applicant's award at any time to reflect the actual amount of funding available for the grant. Consequently, grantees shall not be guaranteed any specific dollar amount in grant funds, or any grant funds at all, if funds received are insufficient or unavailable to OSPD for this purpose.

Authorized Signature

By signing this application, I hereby certify that:

- I understand and agree with the terms and conditions above.*
- All information provided is true and accurate.*
- I am vested by the Applicant Organization with the authority to enter into contract with the OSPD, and that the grantee and any subcontractors will abide by the laws, policies and procedures governing this funding.*

Danielle Harris	Managing Attorney		
Name	Title		
415-596-9970	danielle.harris@sfgov.org		
Telephone Number	Email Address		
555 Seventh Street	San Francisco	CA	94103
Street Address	City	State	Zip Code

APPLICANT'S SIGNATURE <i>(Signed by the authorized signatory with a digital signature OR a wet signature in blue ink.)</i>	DATE
<i>Danielle Harris</i>	10/27/25

State of California – Office of the State Public Defender
Expanded Public Defense Grant Application (Sept. 2025)



Section I – Project Profile

1. Applicant Contact Information

San Francisco Public Defender		94-3137786	
Name of Applicant <Organization>		Taxpayer Identification Number	
555 Seventh Street	San Francisco	CA	94103
Street Address	City	State	Zip Code
Mailing Address (if different)		City	State
Danielle Harris		415-596-9970	danielle.harris@sfgov.org
Name of the Person Completing the Application		Phone Number	Email Address

2. Project Information

Project Title	Empowering Successful Reentry through Holistic Support, The Freedom Project, SF Public Defender		
Grant Funds Requested <i>See Budget Worksheet</i>	<input type="checkbox"/> Small Scope (\$450,000 max)	<input checked="" type="checkbox"/> Large Scope (\$850,000 max)	
	<input type="checkbox"/> Multi-County (\$1,800,000 max)		
Project Summary (100-150 words)	See attached.		

3. Project Director

Danielle Harris	Managing Attorney		
Name	Title		
415-596-9970	danielle.harris@sfgov.org		
Phone Number	Email Address		
555 Seventh Street	San Francisco	CA	94103
Street Address	City	State	Zip Code

4. Financial Officer

Janica Li	Finance Manager		
Name	Title		
628-271-9745	Janica.li@sfgov.org		
Phone Number	Email Address		
555 Seventh Street	San Francisco	CA	94103
Payment Mailing Address	City	State	Zip Code

5. Day-to-Day Program Contact (if different than project director)

Name	Title		
Phone Number	Email Address		
Street Address	City	State	Zip Code

6. Day-to-Day Fiscal Contact

Same as Financial Officer, above

Name

Title

Phone Number

Email Address

Street Address

City

State

Zip Code

Section II – Project Information

1. Project Need (500 words max)

See attached.

2. Project Description (1500 words max)

See attached.

3. Capacity and Sustainability (500 words max)

See attached.

4. Data Collection (500 words max)

See attached.

Section III – Project Budget

Note: Project Budget Period is 24 Months

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4a. Equipment/Fixed Assets

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- c. It will permit reasonable site visits and will present additional information deemed reasonably necessary to determine compliance with the terms of the grant.
- d. It will comply with fiscal management and control procedures adopted by OSPD.
- e. It understands that any proposal submitted for grant, and all documents submitted pursuant to issuance of grant, are public documents, and may be disclosed to any person.
- f. It agrees it will file regular program and financial reports, as may be required by the OSPD, and cooperate with other data collection requests by the OSPD for this grant.
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Name	Title		
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Telephone Number	Email Address		
555 Seventh Street	San Francisco	CA	94103
Street Address	City	State	Zip Code

APPLICANT'S SIGNATURE <i>(Signed by the authorized signatory with a digital signature OR a wet signature in blue ink.)</i>	DATE
<i>Danielle Harris</i>	10/27/25



**Office of the State
Public Defender**

SACRAMENTO
770L Street, Suite 1000
Sacramento, CA 95814
(916) 322-2676
(916) 327-0459 (fax)

OAKLAND
1111 Broadway, 10th Floor
Oakland, CA 94607
(510) 267-3300
(510) 452-8712 (fax)

December 18, 2025

Attn: Manohar Raju
555 Seventh Street
San Francisco, CA 94103

Dear Manohar,

Congratulations! San Francisco Public Defender has been awarded \$850,000 for the Expanded Public Defense Services (Holistic Defense) Grant. The Office of the State Public Defender (OSPD)'s offer of these grant funds is contingent on your agreement to the following terms:

1. Grant Period and Service Term

- The grant service term - meaning the period during which services must be made available to clients using grant funds - is March 2, 2026 - May 15, 2028.
- The grant period is February 1, 2026 - June 1, 2028.
 - This allows for some time before and after the service term to use funds for planning and wrap up. Some examples may include data collection planning or reporting and work related to hiring. All grant funds expire on June 1, 2028.

2. Disbursement of Funds

- The grant award will be processed for payment upon receipt of this letter signed by Grantee acknowledging acceptance of all terms herein.
- OSPD will then fully execute the letter and return a copy to Grantee. OSPD will then begin the process to disburse the entire Grant award to Grantee. Disbursements can take several weeks to be processed after receipt of all documents.
- Grantees may commence work when all approvals have been obtained, the grant period has commenced, and Grantee has been given written authorization to begin work by OSPD.
- Grantee shall provide written acknowledgment to OSPD at ospd.grant@ospd.ca.gov within 10-days of receipt of funds.

3. Allowable Uses

- Grant funds may only be used to fund activities and services explicitly specified in the approved project proposal.
- Grantee may not use funds for any purpose prohibited by law.
- Should the Grantee determine that a change in the proposed scope of work or proposed budget become necessary, Grantee shall submit a written request to OSPD at ospdgrant@ospd.ca.gov within 15-days of the identified need and await written approval by OSPD of any requested change before taking action.

4. Fiscal and Programmatic Reporting

- Grantee shall submit progress and expenditure reports biannually utilizing reporting templates provided by OSPD on the schedule outlined in the table below.
 - In addition to the required reports, grantee shall comply with all reasonable requests from OSPD for additional information about program activities and/or expenditures.
- Grantee shall maintain all supporting documentation (including, but not limited to executed contracts, invoices, receipts, and accounting records) for a minimum of three (3) fiscal years after the end of the grant period to document and account for all funding received.
 - OSPD, their designee, or any legally authorized state audit official, will be permitted access to review or audit all applicable records to verify expenditures and activities under the grant.
- Grantee must identify and disclose any unspent grant funds in the final grant expenditure report and commit to return or repay any portion of the funds not used for the specified purposes outlined in the grant proposal within 15-days after submitting the final grant expenditure report. Payment must be remitted to: *Office of the State Public Defender, Attention: Fiscal and Business Services, 770 L Street, Suite 1000, Sacramento, CA 95814*

5. Data Collection

- Grantee shall collect, maintain, and report data requested by OSPD at intervals established by the grantor to support evaluation of the project's implementation and impact.¹
- In addition to specific data collection and reporting requests from OSPD, Grantee will cooperate with any additional reasonable requests from OSPD and/or its designees to document the impact of grant funds.
- Grantee will share with OSPD any evaluations conducted by Grantee to

¹ The Budget Bill language for this grant makes receiving funds conditional on providing “data and outcomes, including, but not limited to, expenditure of funds and a description of how the funding was used and what outcomes were achieved, to the State Public Defender in a manner determined by the State Public Defender.”

document the impact of grant funds, subject to appropriate deidentification/aggregation to protect client confidentiality.

6. Termination and Recall of Grant Funds

- OSPD reserves the right to terminate the grant award and recall all unspent grant funds for failure of Grantee to abide by any of the terms of this grant award letter, including but not limited to failure to provide the progress, expenditure, and/or data reports outlined herein.
 - In the event of such a termination, Grantee must return all unexpended grant funds to OSPD within 15-days of notice of grant termination.

<u>Timeline</u>	<u>Estimated Completion Dates</u>
Grant Term Begins	February 2, 2026
Service Term Begins	March 2, 2026
Progress Report and Expenditure Summary #1	September 2026*
Progress Report and Expenditure Summary #2	March 2027*
Progress Report and Expenditure Summary #3	September 2027*
Service Term Ends	May 2, 2028
Grant Final Report	June 15, 2028

**Dates are a good faith estimate and may be adjusted at OSPD discretion with notice to grantees.*

7. Additional Requirements

Grantee further agrees to:

- Attend OSPD organized Grantee meetings or trainings with reasonable advance notice.
- Cooperate with any efforts by OSPD, or their designee, to publicize the funding award and its impacts.
- Grant to and vest in OSPD the right to use information from the grant project for reporting, evaluation, and public communication.
- Remain in good standing regarding any required charitable or nongovernmental organizational registration required by the Department of Justice, the California Secretary of State, and/or the IRS, as applicable.
- Report any changes within the organization's grant administrative contacts to OSPD at ospd.grant@ospd.ca.gov within 5 business days of the change.
- Comply with all requirements and terms of the OSPD Grant Procedures Manual, attached in conjunction with this letter.

If your organization agrees to the terms outlined in this grant award letter, please have an authorized representative sign, and return one copy of this letter via email to: ospd.grant@ospd.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to be 'Caneel Fraser', written in a cursive style.

Caneel Fraser
Executive Director, Indigent Defense Improvement Division
Office of the State Public Defender

A handwritten signature in black ink, appearing to be 'Galit Lipa', written in a cursive style.

Galit Lipa
State Public Defender

I certify that the organization named above accepts the terms outlined in this letter as a condition of accepting and using grant funds under the Expanded Public Defense Grant and that I am authorized to legally bind the organization to these requirements.

Legal Applicant Printed Name

Title

Date

Signature

OSPD Printed Name

Title

Date

Signature



**Office of the State
Public Defender**

SACRAMENTO
770L Street, Suite 1000
Sacramento, CA 95814
(916) 322-2676
(916) 327-0459 (fax)

OAKLAND
1111 Broadway, 10th Floor
Oakland, CA 94607
(510) 267-3300
(510) 452-8712 (fax)

December 18, 2025

Attn: Manohar Raju
555 Seventh Street
San Francisco, CA 94103

Re: Expanded Public Defense Services (Holistic Defense) Grant

ACKNOWLEDGEMENT OF WORK COMMENCEMENT AUTHORIZATION DISCLAIMER

The attached Award Letter shall be of no force or effect until it is signed by the Office of the State Public Defender (OSPD). The signing of this Award Letter by your organization does not authorize the commencement of work.

By signing this letter, your organization acknowledges and agrees not to begin work until all approvals have been obtained, the Award Letter has been fully executed, the Grantee has been given written authorization to begin work, and the grant term has commenced. Should any work begin before all approvals are obtained or authorization is given, any activities will be considered voluntary and will not be attributable to grant funds.

Authorized Signature

Date

Printed Name and Title

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Angela Chan
DATE: March 4th, 2026
SUBJECT: Accept and Expend Resolution for Subject Grant

GRANT TITLE: Expanded Public Defense Services Grant

Attached please find the original* and 1 copy of each of the following:

Proposed grant resolution; original* signed by Department, Mayor, Controller

Grant information form, including disability checklist

Grant budget

Grant application

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 resolution:

Name: Angela Chan

Phone: 628-271-9661

Interoffice Mail Address: 555 7th Street, San Francisco, CA 94103

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).

Introduction Form

(by a Member of the Board of Supervisors or the Mayor)



I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee (Ordinance, Resolution, Motion or Charter Amendment)
- 2. Request for next printed agenda (For Adoption Without Committee Reference)
(Routine, non-controversial and/or commendatory matters only)
- 3. Request for Hearing on a subject matter at Committee
- 4. Request for Letter beginning with "Supervisor inquires..."
- 5. City Attorney Request
- 6. Call File No. from Committee.
- 7. Budget and Legislative Analyst Request (attached written Motion)
- 8. Substitute Legislation File No.
- 9. Reactivate File No.
- 10. Topic submitted for Mayoral Appearance before the Board on

The proposed legislation should be forwarded to the following (please check all appropriate boxes):

- Small Business Commission Youth Commission Ethics Commission
- Planning Commission Building Inspection Commission Human Resources Department

General Plan Referral sent to the Planning Department (proposed legislation subject to Charter 4.105 & Admin 2A.53):

- Yes No

(Note: For Imperative Agenda items (a Resolution not on the printed agenda), use the Imperative Agenda Form.)

Sponsor(s):

Subject:

Long Title or text listed:

Signature of Sponsoring Supervisor: