

File No. 100022

Committee Item No. 3

Board Item No. 03

### COMMITTEE/BOARD OF SUPERVISORS

#### AGENDA PACKET CONTENTS LIST

Committee BUDGET AND FINANCE

Date 1/20/10

Board of Supervisors Meeting

Date 02/02/10

#### Cmte Board

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/>            | Motion                                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Resolution                                   |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Budget Analyst Report                        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Analyst Report                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Introduction Form (for hearings)             |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/>            | MOU  |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Information Form                       |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Contract/Agreement                           |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Award Letter                                 |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Public Correspondence                        |

#### OTHER

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Completed by: Gail Johnson

Date 1/15/10

Completed by: [Signature]

Date 1/21/10

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.



1 [Accept-Expend Private Grant – Amendment to the Annual Salary Ordinance, FY 2009 –  
2 2010. Reentry Council - 2009]

3  
4 **Ordinance authorizing the Office of the Public Defender (PDR) to accept and expend a**  
5 **grant in the amount of \$50,000 from The San Francisco Foundation to support the**  
6 **development of data collection tools and service standards for the new Reentry**  
7 **Council, and amending Ordinance No. 183-09 (Annual Salary Ordinance FY 2009-2010)**  
8 **to reflect the addition of temporary salaries to fund one (1) temporary (.50 FTE) grant-**  
9 **funded 8173 Legal Assistant position in the Office of the Public Defender (PDR).**

10  
11 Note: Additions are single-underline italics Times New Roman;  
12 Deletions are ~~strikethrough-italics Times New Roman~~;  
13 Board amendment additions are double underlined;  
14 Board amendment deletions are ~~strikethrough-normal~~.

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

16 Section 1. Findings.

17 The San Francisco Foundation has awarded the department \$50,000 to support the  
18 development of data collection tools and service standards for the new Reentry Council. The  
19 Reentry Council is a collaboration of more than 100 partners, including governmental entities,  
20 and community and faith based organizations, many of them led by formerly incarcerated  
21 individuals living in San Francisco. The Reentry Council is committed to promoting a  
22 coordinated and comprehensive network of supportive services and policies that effectively  
23 and appropriately meet the needs of currently and formerly incarcerated individuals, their  
24 families, and their communities. With varying service philosophies, modalities, administrative  
25 structures, and purposes, shared standards are critical to ensuring

1 that San Francisco is moving forward effectively, amidst or within our adversarial criminal  
2 justice system. Once completed, the Reentry Standards of Service will be adopted by  
3 City/County entities that directly provide or contract with private entities to provide reentry  
4 services.


5 Section 2. Authorization to Accept and Expend Funds. The Board of Supervisors  
6 hereby authorizes the Office of the Public Defender (PDR) to accept and expend a grant in  
7 the amount of \$50,000 in fiscal year 2009-2010. The grant does not include any provisions  
8 for indirect costs, and indirect costs are hereby waived.

9 Section 3. Grant Funded Positions; Amendment to FY 2009-2010 Annual Salary  
10 Ordinance. The hereinafter designated section and item of Ordinance No. 183-09 (Annual  
11 Salary Ordinance, FY 2009-2010) are hereby amended to read as follows:  
12

13 Department: PDR (5) Public Defender  
14 Index Code: 055085  
15 Program: AKI Grant Services  
16 Subfund: 2S PPF FNC

<u>Amendment</u>	<u>#of Pos.</u>	<u>Class and Item No.</u>	<u>Compensation Schedule</u>
<i>Add</i>	<i>.50 FTE</i>	<i>8173 Legal Assistant</i>	<i>\$2,435 B \$2,960</i>

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19  
20 APPROVED AS TO FORM  
21 DENNIS J. HERRERA, City Attorney

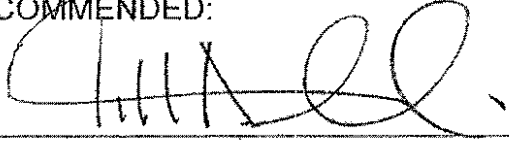
22 By:   
23 SALLIE GIBSON  
24 Deputy City Attorney

20 APPROVED AS TO CLASSIFICATION  
21 DEPARTMENT OF HUMAN RESOURCES

22 By:   
23 MICKI CALLAHAN, Director  
24 Department of Human Resources

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RECOMMENDED:



JEFF ADACHI, Public Defender  
Office of the Public Defender



GAVIN NEWSOM  
Mayor

  
For BEN ROSENFELD  
Controller

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**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** Jeff Adachi, Public Defender  
**DATE:** December 9, 2009  
**SUBJECT:** Ordinance for Subject Grant

**GRANT TITLE:** The San Francisco Foundation (Safe Communities Reentry Council)

Attached please find the original and 4 copies of each of the following:

- Proposed grant ordinance; original signed by Department, Mayor, Controller
- Grant information form, including disability checklist
- Grant application
- Grant award letter from funding agency
- Budget

**Special Timeline Requirements:**

We would like to hire the legal assistant as soon as possible.

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

Name: Jeff Adachi, Public Defender Phone: 553-9520

Interoffice Mail Address: Office of the Public Defender  
555 7<sup>th</sup> Street, SF, 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).

**File Number:** \_\_\_\_\_  
(Provided by Clerk of Board of Supervisors)

**Grant Information Form**  
(Effective January 2000)

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: The San Francisco Foundation  
(Safe Communities Reentry Council)
2. Department: Public Defender
3. Contact Person: Jeff Adachi Telephone: 553-9520
4. Grant Approval Status (check one):  
 Approved by funding agency  Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$ 50,000
- 6a. Matching Funds Required: \$ 0
- b. Source(s) of matching funds (if applicable):
- 7a. Grant Source Agency: The San Francisco Foundation
- b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary:

Fund one temporary Legal Assistant (job code 8173) at the Public Defender's Office to work with the newly formed Reentry Council to develop (a) data collection protocols and tools to capture necessary data on "recidivism" outcomes of various reentry initiatives, and (b) locally defined standards of service for reentry initiatives in San Francisco.

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

Start-Date: January 1, 2009

End-Date: December 31, 2010

10. Number of new positions created and funded: 0.5FTE Legal Assistant (job code 8173)

11. If new positions are created, explain the disposition of employees once the grant ends?

Temporary employment will terminate at the conclusion of grant funding.

12a. Amount budgeted for contractual services: N/A

b. Will contractual services be put out to bid?

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements?

d. Is this likely to be a one-time or ongoing request for contracting out?



13a. Does the budget include indirect costs?  Yes  No

b1. If yes, how much? \$

b2. How was the amount calculated?

c. 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):

14. Any other significant grant requirements or comments: None

**\*\*Disability Access Checklist\*\***

15. 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)

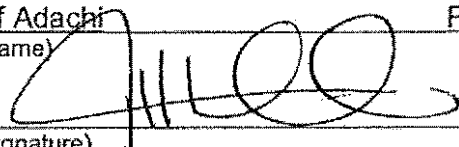
16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: Angela Auyong  
(Name)

Date Reviewed: 12/10/09

Department Approval: Jeff Adachi Public Defender  
(Name) (Title)

  
(Signature)

**San Francisco Public Defender's Office**  
**The San Francisco Foundation Grant: January 1, 2009 - December 31, 2010**

***Temporary Salary***

Development of data collection tools, service standards. \$ 50,000

**Total: \$ 50,000**

## Tracking # 57252 - Safe Communities Reentry Council

Press Ctrl+P to print this screen

Grant Summary	
Program:	Bay Area Grants, Batch 09A
Program Area:	Social Justice
Grantee Name:	Safe Communities Reentry Council
Contact Name:	Jessica Flintoff
Fiscal Sponsor:	Office of the Public Defender
Submitted On:	11/13/2008
Request Amount:	\$50,000.00
Purpose:	To increase transparency, accountability, and effectiveness of City-wide policy and programmatic efforts to support adults returning from jails and prisons in San Francisco County.
Request Type:	Continuing
Type of Support:	Capacity Building
Board and Staff:	<p>The co-chairs of the SCRC, Public Defender Jeff Adachi and Supervisor Ross Mirkarimi, each have long histories of working for disenfranchised individuals and communities. The work of the SCRC is part of this larger effort toward social, racial, economic, and gender justice. The disproportionality of people of color, especially those with few economic resources, is central to the work of the SCRC. In 2004, racial/ethnic minorities composed 53% of the California population, but 72% of the California state prison population. Similar rates of disproportionality exist in San Francisco jails and Federal prisons.</p> <p>The SCRC is committed to working directly with formerly incarcerated individuals and their families to develop the policies and programs to improve the opportunities for safe and successful reentry. The SCRC Program Coordinator engages in continual outreach to recruit more members, especially those with views that are underrepresented. Experienced in group facilitation and anti-oppression training, the SCRC Program Coordinator works to ensure that there is space for each SCRC member's perspective, irregardless of profession or level of formal education.</p>
Organization Budget Size:	\$150,117.00
Other Information:	An investment in the SCRC infrastructure to support capacity building in this emerging "field" of reentry would allow us to innovate future programs more strategically, systematically, and with greater effectiveness. We are thrilled to have the energy and commitment of so many to this issue that is of critical importance to not only formerly incarcerated individuals, but also to the families and communities to which these individuals are returning. Support through this grant would allow the SCRC to wisely implement the innovations that are desperately needed to better support the safe and successful reentry of formerly incarcerated individuals to our communities.
Total Project Budget:	\$50,000.00
Question 1:	If you described major project partners in the Intent to Apply form, please provide contact information (contact person and phone number). We may talk with these organizations as part of our review process.
Response 1:	Lauren Bell, Reentry Unit of the Office of the District Attorney, (415) 553-4919 Joan Allen, Adult Probation Department, (415) 734-3015
Question 2:	Please list your organization's top two current private funders (foundation, corporate giving programs, etc.).
Response 2:	The California Endowment, \$5,000 (Sept 07 Event Sponsorship) Justine Choy (415) 343-0222
Question 3:	Please list your organization's top two current government funders. If you do not have government funders, please fill in two additional private funders.
Response 3:	City/County of San Francisco, \$207,617 (FY07/08) Angela Auyong (415) 553-1677
Outcome 1:	System-Level Analysis: The development of annual progress reports on "recidivism" across the City to inform policymaking and program design. The development of data collection protocols and tools will ensure that a reliable and meaningful system-level analysis can be conducted each year.
Outcome 2:	Transparency: Reentry services, and the administration and funding thereof, are provided by a wide range of organizations and institutions, each with a different impetus for providing and purpose of the service. The SCRC hopes to make differences across services provided in/out-of-custody, voluntary/mandatory, and criminal justice/community-driven more transparent so that we can plan more effectively with ever limited financial resources.

Outcome 3:	Accountability: Reentry services providers should be accountable to both the individual being served, who deserves rehabilitation and empowerment, as well as the public, who deserve to live in safe communities and families. The stakes for both the individual and the public are high, and so should the standards that we set for the reentry services providers. The development of common standards of service will ensure that our reentry services are humane, effective, appropriate, and dignified.
Activity 1:	January 2009 to December 2009: The SCRC will develop data collection protocols and tools to capture necessary data on "recidivism" outcomes of various reentry initiatives across the City for at least annual reporting, beginning in 2010.
Activity 2:	January 2009 to December 2010: The SCRC will develop and adopt local Reentry Standards of Service for San Francisco. The Reentry Standards of Service will be utilized across governmental and community partners providing reentry services to formerly incarcerated San Franciscans.
Activity 3:	
Activity 4:	
Activity 5:	
Evaluation Method:	We will evaluate our work through two primary measures: 1) the level of involvement of a majority of key entities engaged in the development and adoption of the data collection protocol and development of the Reentry Services Standards, and 2) the utility of these implementation tools as we implement the 2-year SCRC Strategic Plan and other activities undertaken by the "new" Reentry Council. Further, we will have the consultant(s) conduct a brief evaluation of the process so that participants may provide feedback on the process, the products, and suggestions for the future.
Other Impacts:	<p>The SCRC is a unique collaboration that consists of about 100 actively involved individuals, including department heads and locally elected officials, as well as formerly incarcerated individuals, including many that have spent decades in state prison and have overcome a myriad of obstacles. Though the SCRC does not collect demographic data on its members, the SCRC is proud to maintain a membership that is very diverse in their racial, ethnic, and economic backgrounds.</p> <p>We expect that the implementation tools proposed herein, once developed, could be replicated to surrounding Bay Area counties. In the future, this could allow for Bay Area wide coordination in planning, assessment, and advocacy on issues of reentry. Also, these tools will allow us to better target our state and federal advocacy resources to effect policy changes to benefit formerly incarcerated individuals.</p>
Fundraising Plan:	The City/County of San Francisco is expected to adopt an ordinance that would create a single and formalized Reentry Council on September 9, 2008. Once passed, this formal advisory body would be the body to advise the Mayor and Board of Supervisors on issues related to adult reentry in San Francisco. The Offices of the Public Defender, District Attorney, and Mayor are required to provide a level of staffing to the new Reentry Council. It is expected that this increased staffing level will be adequate to support the integrated and expanded efforts of the Reentry Council, including grantseeking, program coordination, and administration.
Financial History:	<p>The Safe Communities Reentry Council (SCRC) was founded in fall 2005 by Supervisor Ross Mirkarimi, who continues to co-chair the SCRC with Public Defender Jeff Adachi. The SCRC had no dedicated funding until FY06/07.</p> <p>Funding for the salary and benefits for the full-time SCRC Program Coordinator position was made possible by City/County funding allocated in FY06/07 for reentry services and planning in San Francisco. The SCRC had no dedicated staff until February 2007 when the SCRC Program Coordinator was hired, as staff of the Office of the Public Defender.</p>
Target Population Description:	The SCRC is focused on supporting adults returning from jails and prisons to San Francisco communities. The target population may have been incarcerated in federal or state prison, county jail, or have aged out of the juvenile justice system. Our foci are two-fold: working with people currently incarcerated who will soon be released, and those who have been incarcerated in the past. Little of our work impacts the people who will spend their natural lives in prison, or those people who have been convicted of a crime, but never incarcerated.
Program Service Percent:	85
Management General Percent:	5
Fundraising Percent:	10.00
Organization Budget Fiscal Year Start Date:	10/1/2007 12:00:00 AM
Organization Budget Fiscal End Start Date:	9/30/2008 12:00:00 AM

Project Budget Fiscal Year Start Date: 1/1/2009 12:00:00 AM

Project Budget Fiscal Year End Date: 12/31/2010 12:00:00 AM

Rationale:

Established in fall 2005, the SCRC is a collaboration of more than 100 partners, including governmental entities, and community and faith-based organizations, many of them led by formerly incarcerated individuals living in San Francisco. The SCRC is committed to promoting a coordinated and comprehensive network of supportive services and policies that effectively and appropriately meet the needs of currently and formerly incarcerated individuals, their families, and their communities.

Though many entities and organizations work on the issues of reentry, no single entity has been formally responsible for the oversight and coordination of the multitude of diverse programs that are designed to support the safe and successful return of formerly incarcerated individuals to San Francisco. The SCRC has emerged as a natural and multi-sector collaboration to begin to systematize and more tightly coordinate the array of independent reentry programs serving San Franciscans. Since February 2007, the SCRC has built its broad constituent base from 100 individuals to 600 individuals, with over 100 of these individuals very actively involved. The SCRC is known throughout the City as "the table" to which everyone is invited, and at which many diverse and often opposing interests openly and meaningfully deliberate on policies and services related to reentry.

In April 2008, SCRC co-chair Supervisor Ross Mirkarimi introduced local legislation to formalize the work of the SCRC into a formal advisory body to the Mayor and the Board of Supervisors. The SCRC worked for 6 months to bridge the myriad political and bureaucratic barriers to build consensus on formalizing disparate efforts into a single body to coordinate adult reentry policies and programs City-wide. By the end of 2008, it is expected that the current work of the SCRC, as well as the other reentry-related work spearheaded by other entities in San Francisco, will be streamlined under the newly formalized "new" Reentry Council, and associated subcommittees.

To this end, the SCRC is requesting capacity building support from the Social Justice Program of The San Francisco Foundation to build upon this year's implementation of the 2-year SCRC Strategic Plan. With the support of The Foundation, we will work with an outside consultant(s) to develop key systemwide to promote the transparency and accountability of the many governmental and community organizations that serve currently and formerly incarcerated individuals. These key implementation tools will support future efforts to evaluate, improve, and expand programs and policies that promote the safe and successful reentry of formerly incarcerated individuals. We will work with an outside consultant(s) to develop two tools that we will use to increase the accountability, transparency, and ability to conduct system-wide analyses on reentry.

First, from January to December 2009, the SCRC will develop data collection protocols and tools to capture necessary data on "recidivism" outcomes of various reentry initiatives. The current support from the San Francisco Foundation has supported the development of recommended definitions of "recidivism" for all involved governmental partners. This renewal request would allow the SCRC to begin to operationalize these definitions for a City-wide analysis of our effectiveness in reducing the 60-75% recidivism rate for San Franciscans. This will increase each entity/organization's ability to evaluate their own work, and will allow San Francisco to more reliably assess the effectiveness systemwide. The outcomes will be reported at least annually, beginning in 2010.

Second, from January 2009 to December 2010, the SCRC will develop and adopt local Reentry Standards of Service for San Francisco. The Reentry Program Model Matrix will include locally defined categories of program types, e.g., reentry transitional housing, as well as essential program elements for each type of program, e.g., 30-180 day stay. The Reentry Standards of Service will include standards of service that capture the clinical, community, legal, correctional, and ethical aspects of "good" reentry services. Achieving consensus and shared understanding across the largely adversarial criminal justice system is key. With varying service philosophies, modalities, administrative structures, and purposes, shared standards are critical to ensuring that San Francisco is moving forward effectively, amidst or within our adversarial criminal justice system. For example, a standard of service that could be adopted systemwide is to provide ensure that accurate information about voting rights is provided to all system-involved people, akin to ADA posting requirements regarding disability rights. Once completed, the Reentry Standards of Service will be adopted by City/County entities who directly provide or contract with private entities to provide reentry services. Further, the SCRC will work with the San Francisco Foundation and other philanthropic partners to adopt the Reentry Standards of Service as part of their grantmaking and technical assistance programs.

**Diversity**

Category	People Served by Project	People Served by Organization	People on Staff	People on Board
White (Non Hispanic)	36	36	1	0
African American	31	31	0	0
Asian	8	8	0	0
Hispanic/Latino	9	9	0	0
Other Ethnic Minority	3	3	0	0
Native American	1	1	0	0
Pacific Islander	1	1	0	0
Bay Area Population	0	0	0	0
Multi-Ethnic Minority	8	8	0	0
Undetermined	3	3	0	0
<b>Total:</b>	<b>100</b>	<b>100</b>	<b>1</b>	<b>0</b>

**Age Served Project****Age**

Adults

Families

Seniors

Young Adult (19-25)

**Income**

Category	Percent
Low Income	40.00
Middle Income	0.00
Moderate Income	20.00
Mixed Incomes	0.00
Poverty	40.00
Undetermined	0.00
<b>Total:</b>	<b>100.00</b>

**Special Population Category**

Category	Percent
Lesbian/Gay/Bisexual	0.00
Transgender	0.00
Disabled	0.00
Immigrants	0.00
Foster youth	0.00
Homeless	0.00
Incarcerated	50.00
Ex-Offenders	50.00
Environmentally at-risk	0.00
Early School Leavers	0.00
Unemployed	0.00

Total: 100.00

Geo Level	Geo Area	Service Population
County	SANFRAN	-1
Neighborhood	Bayview Hunter's Point	-1
Neighborhood	Mission	-1
Neighborhood	Tenderloin	-1

Reports Financial				
Budget Category	Organization Budget	Project Budget	Project Actual	Grant Actual
Previous Year Carry Over	\$0.00	\$0.00	\$0.00	\$0.00
Committed revenue - Other foundations/corporations	\$24,500.00	\$0.00	\$0.00	\$0.00
Committed revenue - Government	\$207,617.00	\$0.00	\$0.00	\$0.00
Committed revenue - Box office revenue	\$0.00	\$0.00	\$0.00	\$0.00
Committed revenue - Earned revenue	\$0.00	\$0.00	\$0.00	\$0.00
Committed revenue - Individual donors	\$0.00	\$0.00	\$0.00	\$0.00
Committed revenue - Income from endowment	\$0.00	\$0.00	\$0.00	\$0.00
Projected revenue - Other foundations	\$0.00	\$0.00	\$0.00	\$0.00
Projected revenue - Government	\$0.00	\$0.00	\$0.00	\$0.00
Projected revenue - Box office revenue	\$0.00	\$0.00	\$0.00	\$0.00
Projected revenue - Earned revenue	\$0.00	\$0.00	\$0.00	\$0.00
Projected revenue - Individual donors	\$0.00	\$0.00	\$0.00	\$0.00
Amount requested from TSFF	\$18,750.00	\$25,000.00	\$0.00	\$0.00
Total salaries	\$59,124.00	\$14,781.00	\$0.00	\$0.00
Total benefits	\$20,693.00	\$5,173.00	\$0.00	\$0.00
Consultant and professional fees	\$118,750.00	\$25,000.00	\$0.00	\$0.00
Occupancy expenses	\$6,600.00	\$0.00	\$0.00	\$0.00
Supplies	\$1,200.00	\$0.00	\$0.00	\$0.00
Equipment rental/maintenance	\$0.00	\$0.00	\$0.00	\$0.00
Employee expenses including travel	\$0.00	\$0.00	\$0.00	\$0.00
Conferences, conventions and meetings	\$0.00	\$0.00	\$0.00	\$0.00
Outreach and promotion	\$0.00	\$0.00	\$0.00	\$0.00
Printing and publications	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00

Organization Financial History			
	Last year	Two years ago	Three years ago
	Fiscal year 2006	Fiscal year 2005	Fiscal year 2004
Increase/Decrease in Net Assets	\$0.00	\$0.00	\$0.00
Total Expenses	\$0.00	\$0.00	\$0.00

<b>End of Year Net Assets</b>	\$0.00	\$0.00	\$0.00
<b>Total Revenue</b>	\$0.00	\$0.00	\$0.00
<b>Organization Personnel</b>			
<b>Category</b>	<b>Organization FTE</b>	<b>Project FTE</b>	
Number of full-time equivalent of part-time personnel	0.00	0.00	
Number of full-time personnel	1.00	0.25	
<b>Total:</b>	1.00	0.25	





## THE SAN FRANCISCO FOUNDATION

*The Community Foundation of the Bay Area*

November 25, 2008

Ms. Jessica Flintoft  
Safe Communities Reentry Council  
555 Seventh Street  
San Francisco, CA 94103

RE: Grant Number: 57252

Dear Ms. Flintoft:

On behalf of The San Francisco Foundation Board of Trustees, I am pleased to inform you that a grant has been approved in the amount of \$50,000.00 for 24 months to increase transparency, accountability, and effectiveness of City-wide policy and programmatic efforts to support adults returning from jails and prisons in San Francisco County.

The enclosed Grant Agreement forms the contract between Safe Communities Reentry Council and the Foundation. Please read it carefully as it outlines the conditions of the grant as well as the payment and reporting schedules. We ask that you, your Board Chair, and fiscal sponsor (if applicable) sign and return one copy; please keep a copy for your files. No payments can be made until the Grant Agreement has been returned and any special conditions have been met.

As a community foundation, our ability to fund important programs such as yours is contingent upon ongoing support from the Bay Area community. We look forward to partnering with you to let others know about the importance of philanthropy. Please include us in any communications connected with the grant, including press releases, programs, announcements, invitations, stories in the media, annual reports, and newsletters, and submit copies of any such publications with your reports. If your organization has a website, please link to [www.sff.org](http://www.sff.org). Our logo is available to download at [www.sff.org/grantseekers/resources-for-grantseekers](http://www.sff.org/grantseekers/resources-for-grantseekers); please call us if you have questions about how to use it. Any statement about Foundation policy should be cleared in advance through our Marketing Communications Officer.

Should your organization wish to apply for future funding, please note the following eligibility policy: Grantees are eligible to receive funds from the Foundation for consecutive periods of up to three years. After three years, grantees will be required to wait a period of 12 months before receiving funding. Exceptions to this policy will be made under certain circumstances. Requests for exceptions should be directed to Program Officers who will consider and make a decision in consultation with the Director of Programs.

The Foundation is pleased to assist you in your important work, and we look forward to hearing about your activities. Please do not hesitate to call me if you have any questions about this grant or the policies of the Foundation.

Yours truly,

Ron Rowell  
Program Officer

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