

File No. 100546

Committee Item No. \_\_\_\_\_  
Board Item No. 39

**COMMITTEE/BOARD OF SUPERVISORS**  
AGENDA PACKET CONTENTS LIST

Board of Supervisors Meeting

Date May 11, 2010

**Cmte Board**

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget Analyst Report
- Legislative Analyst Report
- Youth Commission Report
- Introduction Form (for hearings)
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Award Letter
- Application
- Public Correspondence

**OTHER**

(Use back side if additional space is needed)

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Completed by: Annette Lonich Date May 6, 2010

Completed by: \_\_\_\_\_ Date \_\_\_\_\_

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

**INTRODUCTION FORM**

By a member of the Board of Supervisors or the Mayor

Handwritten: 5/4/10

Time Stamp or Meeting Date

I hereby submit the following item for introduction:

- \_\_\_\_\_ 1. For reference to Committee:  
An ordinance, resolution, motion, or charter amendment.
- X   2. Request for next printed agenda without reference to Committee
- \_\_\_\_\_ 3. Request for Committee hearing on a subject matter.
- \_\_\_\_\_ 4. Request for letter beginning "Supervisor \_\_\_\_\_ inquires..."
- \_\_\_\_\_ 5. City Attorney request.
- \_\_\_\_\_ 6. Call file from Committee.
- \_\_\_\_\_ 7. Budget Analyst request (attach written motion).
- \_\_\_\_\_ 8. Substitute Legislation File Nos.

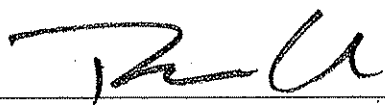
Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use a different form.

Sponsor(s): Supervisor David Chiu

**SUBJECT:** Resolution authorizing the District Attorney to retroactively accept and expend a grant in the amount of \$52,355.57 through the San Francisco Foundation, for a program entitled "Back on Track Re-entry Program" for fiscal years 2009-2010 and 2010-2011.

Signature of Sponsoring Supervisor: 

For Clerk's Use Only:

Handwritten: 100546

1 [Accept-Expend Private Grant – Back on Track Program]

2  
3 **Resolution authorizing the Department of the District Attorney of the City and County**  
4 **of San Francisco to retroactively accept and expend a grant in the amount of**  
5 **\$52,355.57 through the San Francisco Foundation, for a program entitled “Back on**  
6 **Track Re-entry Program” for fiscal years 2009-2010 and 2010-2011.**

7  
8 WHEREAS, The City and County of San Francisco desires to establish a certain  
9 project designated the Back on Track Re-entry Program to be funded in part from funds made  
10 available through the San Francisco Foundation; and

11 WHEREAS, The grant does not require an ASO amendment; and

12 WHEREAS, The Department proposes to maximize use of available grant funds on  
13 program expenditures by not including indirect costs in the grant budget; now, therefore, be it

14 RESOLVED, That the Board of Supervisors hereby authorizes the District Attorney of  
15 the City and County of San Francisco to accept and expend funds from the San Francisco  
16 Foundation for the purposes of re-entry program purposes; and be it

17 FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of  
18 indirect costs in the grant budget; and be it

19 FURTHER RESOLVED, That the District Attorney is authorized to execute on behalf of  
20 the City and County of San Francisco the necessary Grant Award Agreements for re-entry  
21 program purposes, including any extensions, augmentations or amendments thereof; and be  
22 it

23 FURTHER RESOLVED, That the District Attorney is authorized and empowered to  
24 execute, deliver and perform, in the name of the City and County of San Francisco, all  
25 applications, contracts, agreements, amendments and payment requests necessary for the

1 purpose of securing Re-entry Program grant funds and to implement and carry out the  
2 purposes specified in the applicable grant application; and be it

3 FURTHER RESOLVED, That any liability arising out of the performance of the Grant  
4 Award Agreement, including civil court actions for damages, shall be the responsibility of the  
5 grant recipient and the authorizing agency; and that the grant recipient and the authorizing  
6 agency will hold the San Francisco Foundation harmless from any claims that may arise from  
7 the use of grant funds.

8  
9 APPROVED:  
10 Office of the District Attorney

11  
12  
13 \_\_\_\_\_  
14 Kamala D. Harris

15  
16 APPROVED:  
17 Office of the Controller

18  
19 APPROVED:  
20 Office of the Mayor

21 By: \_\_\_\_\_  
22 Ben Rosenfield

23 By: \_\_\_\_\_  
24 Gavin Newsom

**FORM SFEC-126:**  
**NOTIFICATION OF CONTRACT APPROVAL**  
(S.F. Campaign and Governmental Conduct Code § 1.126)

<b>City Elective Officer Information</b> <i>(Please print clearly.)</i>	
Name of City elective officer(s): Mayor Gavin Newsom; Members	City elective office(s) held: Mayor, City and County of San Francisco

<b>Contractor Information</b> <i>(Please print clearly.)</i>	
Name of contractor: <b>Pacific News Service dba New America Media</b>	
<i>Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary.</i>	
Nonprofit organization Executive Director Sandy Close Finance Manager Rafael Vizcarra Board of Directors attached	
Contractor address: 275 9 <sup>th</sup> Street, 3 <sup>rd</sup> Floor, San Francisco, CA 94103	
Date that contract was approved:	Amount of contract: \$65,164
Describe the nature of the contract that was approved: Re-entry services	
Comments:	

This contract was approved by (check applicable):

the City elective officer(s) identified on this form (Mayor, Gavin Newsom)

a board on which the City elective officer(s) serves San Francisco Board of Supervisors  
Print Name of Board

the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits

Print Name of Board

<b>Filer Information</b> <i>(Please print clearly.)</i>	
Name of filer: Nicole Wheaton, Policy Analyst, Mayor's Office	Contact telephone number: 415-554-7940
Address: City Hall, Room 294	E-mail: Nicole.wheaton@sfgov.org

\_\_\_\_\_  
Signature of City Elective Officer (if submitted by City elective officer)

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

\_\_\_\_\_  
Date Signed

Pacific News Service dba New America Media - Board Members, 2009

	First	Last	Title	Organization	Address	City	State	Zip	Phone
1	Hope	Aldrich			1436 Key View	Corona del	CA	92625	949-706-6092
2	Rosario	Anaya	Executive Director	Mission Language Vocational School	2929 19th Street	San Francisco	CA	94110	415-647-3651
3	James	Bettinger	Director	Stanford University, Knight Fellowship	Stanford University - Building 120, Room 424	Palo Alto	CA	94301	650-725-1189
4	Maria	Cardona	Principal	Dewey Square Group	1001 G Street, NW, Suite 400E	Washington	DC	20001	202-777-0662
5	Jamal	Dajani	Producer and Senior Director	Link TV	901 Battery Street	San Francisco	CA	94111	415-248-3950
6	Cobie	Harris	Political Science Professor	San Jose State University	1108 Bancroft Way	Berkeley	CA	94702	408-924-5568
7	Catalina	Hayes-Bautista	Legislative Aide	Assembly Member Fiona Ma	8612 Coolwoods Way	Sacramento	CA	95828	916-319-2012
8	Erlin	Ibreck	Director, Grantmaking Strategies	Open Society Institute	400 West 59th Street 3rd Floor	New York	NY	10019	212-548-0153
9	George	Koo	Director	Chinese Services Group/Deloitte Services, LP	225 West Santat Clara Street, Suite 600	San Jose	CA	95113	408-704-4688
10	David	Lee	Executive Director	Chinese American Voter Education Committee	838 Grant Avenue, Suite 403	San Francisco	CA	94108	415-397-6068
11	Jan	Masaoka	Director and Editor-in-Chief	Blue Avocado	580 Alvarado Street	San Francisco	CA	94114	415-550-8705
12	Judith	Pacult-Igelhart	Vice President of International Chapter Development and Operations	The Igelhart Wilderness Foundation	55 Wildwood Gardens	Piedmont	CA	94611	510-420-1320
13	Fank	Quevedo	Vice President	Southern California Edison	8631 Rush Street, Suite 380F	Rosemead	CA	91770	626-302-8802
14	Erna	Smith	Senior Director	Center for Integration and Improvement of Journalism	San Francisco State University	San Francisco	CA	94132	415-38-2663
15	Judy	Smith	Communications, Public Relations and Corporate Consultant	Impact Strategies	1900 L Street, NW	Washington	DC	20036	202-321-2536
16	Lawrence	Wilkinson	Cofounder and Chairman	Heminge & Conell	1914 Lake Street	San Francisco	CA	94121	415-387-6155

RECEIVED

2010 APR 30 AM 11:25

CITY & COUNTY OF S.F.  
CONTROLLERS - AOSD

TO: Angela Calvillo, Clerk of the Board of Supervisors  
FROM: Sheila Arcelona, District Attorney's Office  
DATE: 4/30/2010  
SUBJECT: Accept and Expend Resolution for Subject Grant  
  
GRANT TITLE: San Francisco Foundation Grant – Back on Track  
Program

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

- Proposed grant resolution; original signed by Department, Mayor, Controller
- Grant information form, including disability checklist
- Grant budget
- Grant application

**Special Timeline Requirements:**

\*Please place on consent calendar for earliest possible committee!

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

Name: Sheila Arcelona Phone: 415-734-3018

Interoffice Mail Address: DAT, 850 Bryant Street, Ste. 322

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 March 2005)

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: Back On Track Re-entry Program

2. Department: District Attorney

3. Contact Person: Sheila Arcelona Telephone: 415-734-3018

4. Grant Approval Status (check one):

Approved by funding agency

Not yet approved

5. Amount of Grant Funding Approved or Applied for: \$52,355.57

6a. Matching Funds Required: \$0

b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: San Francisco Foundation

b. Grant Pass-Through Agency (if applicable): n/a

8. Proposed Grant Project Summary:

To provide funds for Back on Track, a program for first-time felony drug offenders that couples accountability and supervision with community-based support and workforce development opportunities.

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

Start Date: April 1, 2010

End Date: March 21, 2011

10a. Amount budgeted for contractual services: \$52,355.57

b. Will contractual services be put out to bid? Contractor was previously selected through bid.

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? n/a, non-profit organization

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

11a. Does the budget include indirect costs?

Yes

No

b1. If yes, how much? n/a

b2. How was the amount calculated? n/a

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):



c2. If no indirect costs are included, what would have been the indirect costs? Indirect costs would have been \$5,235 if charged at a rate of 10%.

12. Any other significant grant requirements or comments: The contractual services includes indirect costs for the subcontractor, but not for the Office Of The District Attorney.

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

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)

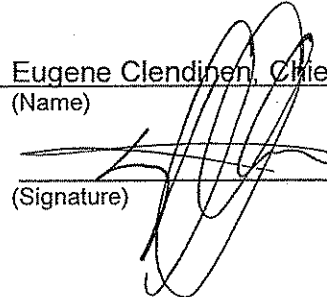
14. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full 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: Martha Knutzen   
(Name)

Date Reviewed: 04.29.2010

Department Approval: Eugene Clendinen, Chief Financial Officer  
(Name) (Title)

  
(Signature)



KAMALA D. HARRIS  
District Attorney

Katherine Weinstein Miller  
Assistant District Attorney

DIRECT DIAL: (415) 553-1110  
E-MAIL: Katherine.Miller@sfgov.org

March 25, 2010

Back on Track Fund Selection Committee  
c/o John Q. Owsley, MD, FACS  
45 Castro Street, Suite 111  
San Francisco, CA 94114

Dear Back on Track Selection Committee Members,

I write to thank you for the support that you have provided to the Back on Track Initiative, to share some of our achievements from the past year and to submit a proposal for funding that will enable Back on Track to continue to evolve.

The last year has brought exciting recognition to Back on Track. Last summer, BOT was named a model program by the United States Department of Justice. Last fall, BOT was officially written into California law as an efficacious approach that any jurisdiction can replicate to reduce crime. I have enclosed both of these documents with this letter. These achievements are exciting unto themselves; moreover, they support our ongoing work to help other jurisdictions to understand the Back on Track model, and promote individual transformation and public safety in their own communities. These achievements are also, in no small part, shared by our funders, who dedicate the resources to operate Back on Track.

Even as we gain recognition for our work to date, we are continuing to refine and develop Back on Track to position our participants to graduate – and remain – as contributing, successful members of the community. Over the last nine months, program staff have worked together to develop an exciting new program component, “Back on Track Basic Training,” which we believe will engage our participants from their first day in the program, set a high standard of accountability, and give them the skills that they will need to succeed in the workplace.

Enclosed with this letter is our proposal for Back on Track Basic Training, and an estimated budget for that program component. We write to request that the Back on Track Fund Selection Committee approve the release of \$52,000 in grant funds to support this exciting new component.

Thank you for your consideration of this request, and for your support of Back on Track. If you require any additional information or wish to discuss this request further, please do not hesitate to contact me at (415) 553-1110.

Best regards,

KATHERINE WEINSTEIN MILLER  
Directing Attorney of Reentry

(w/enc.)

# THE SAN FRANCISCO FOUNDATION

*The Community Foundation of the Bay Area*

## BACK ON TRACK FUND

**To:** San Francisco District Attorney's Office, Back on Track

**Attn:** Kathryn W. Miller

**From:** Sandra R. Hernández, M.D.  
Chief Executive Officer

**Date:** April 22, 2010

**Re:** Donor Advised Grant 70042

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The San Francisco Foundation is pleased to award a donor advised grant of \$52,355.57 to your organization from the Back on Track Fund. We are very pleased to enclose a check in payment for this grant.

This grant is for general support. The San Francisco Foundation has certified that the advisor(s) will not receive benefits (e.g., event tickets) from this grant. If this grant is for an event that the advisor(s) plan to attend, those tickets should be purchased separately. By depositing this check, your organization agrees to any restrictions listed above and to not provide benefits.

Your organization should not send a tax receipt to the Advisor(s) or to The San Francisco Foundation. This grant should be acknowledged in a publication as follows: Dr. John Q. Owsley. If you wish to thank or acknowledge the Advisor(s) on this Fund, you may do so by using the mailing information listed below.

Dr. Cherrie Mohrfeld  
1990 Green Street, # 501  
San Francisco, CA 94123

Dr. John Q. Owsley  
45 Castro Street, Suite 111  
San Francisco, CA 94114

Mr. Allen F. Damon  
Goldman Sachs  
2846 Baker Street  
San Francisco, CA 94123

If you have any questions, please contact Joshua Jones at (415) 733-8587.

We are honored to serve as the philanthropic partner for the Back on Track Fund. Our best wishes for your success.

SF Foundation Grant Budget  
 San Francisco District Attorney

Back on Track - Graduate Services Program  
 Projected Program Costs 4/1/10-3/21/11

Item	FTE	Total Cost	SFF Grant Award
<b>Subcontract to Pacific News Services</b>			<b>\$ 52,355.57</b>
<b>Detailed Subcontractor Budget:</b>			
Graduate Services Director	1.0	\$ 50,000	35,500.0
Benefits 2009 @ 22%	1.0	\$ 11,000	7,810.0
Graduate Scholarship & Emergerging Needs Fund	N/A	\$ 4,000	2,824.0
Program Supplies & Expenses	N/A	\$ 2,400	1,694.4
<b>Total Subcontractor Direct Costs</b>		<b>\$ 67,400</b>	<b>47,828.4</b>
Subcontractor Indirect costs @ 10%		\$ 6,740	4,527.2
			-
<b>Total</b>		<b>\$ 74,140</b>	<b>\$ 52,355.57</b>