

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: *Clean Cities and Communities Energy and Environmental Justice Initiative – Community Engagement Liaison Cohort 2*
2. Department: *San Francisco Environment Department*
3. Contact Person: *Nicole Appenzeller* Telephone: *415-355-3784*
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: *\$284,800.00*
6. a. Matching Funds Required: *N/A*
b. Source(s) of matching funds (if applicable): *N/A*
7. a. Grant Source Agency: *United States Department of Energy*
b. Grant Pass-Through Agency (if applicable): *N/A*
8. Proposed Grant Project Summary: *Grant funds support the San Francisco Environment Department to hire a new Community Engagement Liaison (CEL) position for two years to support energy and environmental justice (EEJ) work for the San Francisco Clean Cities Coalition and Clean Transportation program. The Department will leverage CEL and coalition staff to remove barriers to implementing effective programming in underserved communities and develop best practices for future community engagement. The position will attend trainings on topics such as EEJ principles, transportation injustices, clean transportation and mobility technologies and solutions, clean energy and transportation workforce opportunities, and effective metrics. Finally, the position will develop a Community Mapping and Engagement Plan to identify and plan for engaging with 3-5 underserved communities.*
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: *April 1, 2025* End-Date: *March 31, 2027*
10. a. Amount budgeted for contractual services: *\$30,000.00*
b. Will contractual services be put out to bid? *Yes, through a competitive solicitation process*
c. If so, will contract services help to further the goals of the Department’s Local Business Enterprise (LBE) requirements? *Yes, where applicable*
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?

- Yes No
- b. 1. If yes, how much? *N/A*
- b. 2. How was the amount calculated? *N/A*
- 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? *\$69,342/yr*

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 type="checkbox"/> Existing Site(s) | <input 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 checked="" 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.
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: 1/7/2025

DocuSigned by:

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Department Head or Designee Approval of Grant Information Form:


Tyrone Jue

(Name)

Director

(Title)

Date Reviewed: 1/7/2025

DocuSigned by:

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 (Signature Required)