

File No. 220951

Committee Item No. 11

Board Item No. \_\_\_\_\_

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date September 28, 2022

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 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 checked="" type="checkbox"/>	<input type="checkbox"/>	Contract/Agreement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Form 126 – Ethics Commission
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Award Letter
<input type="checkbox"/>	<input type="checkbox"/>	Application
<input type="checkbox"/>	<input type="checkbox"/>	Public Correspondence

#### OTHER (Use back side if additional space is needed)

<input type="checkbox"/>	<input type="checkbox"/>	_____
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Completed by: Brent Jalipa Date September 22, 2022

Completed by: Brent Jalipa Date \_\_\_\_\_

1 [Accept and Expend Grant - Retroactive - Crankstart - Summer Together Program - Up to  
2 \$22,937,000]

3 **Resolution retroactively authorizing the Department of Children Youth and Their**  
4 **Families (DCYF) to accept and expend a grant in the amount of \$15,937,000 from**  
5 **Crankstart and up to an additional \$7,000,000 will be matched dollar for dollar**  
6 **contingent upon DCYF raising up to \$7,000,000 from private donors by June 30, 2022,**  
7 **for a total up to \$22,937,000; the funds will support community and school-based**  
8 **organizations to provide summer programming that focuses on literacy and math**  
9 **support, academic support, social/emotional learning, behavioral and mental health**  
10 **support, career/college support, and enrichment and physical activities for the period**  
11 **of June 1, 2022, through September 30, 2022.**

12  
13 WHEREAS, The Department of Children Youth and Their Families (DCYF) applied for  
14 funding on behalf of the City and County of San Francisco for the Crankstart Summer  
15 Together Grant; and

16 WHEREAS, Crankstart will distribute a grant of \$15,937,000 to the City and County of  
17 San Francisco and up to an additional \$7,000,000 contingent upon DCYF raising up to  
18 \$7,000,000 from private donors by June 30, 2022 for the support to community and school-  
19 based organizations to provide summer programming for June 1, 2022 to September 30,  
20 2022; and

21 WHEREAS, Any interest earned on the grant funds will go to the funded activities; and

22 WHEREAS, The grant does not require an Annual Salary Ordinance Amendment; and

23 WHEREAS, DCYF proposes to maximize use of available grant funds on program  
24 expenditures by not including indirect costs in the grant budget; now, therefore, be it  
25

1           RESOLVED, That the Board of Supervisors authorizes DCYF to accept and expend  
2 the grant up to \$22,937,000 from Crankstart for the support to community and school-based  
3 organizations to provide summer programming; and, be it

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

6           FURTHER RESOLVED, That DCYF is hereby authorized to expend the interest  
7 income earned on this grant from Crankstart; and, be it

8           FURTHER RESOLVED, That the Mayor, or alternatively the Executive Director of  
9 DCYF, is hereby authorized to act on behalf of the City and County of San Francisco in  
10 connection with the Crankstart award, and to enter into, execute, and deliver any and all  
11 documents required or deemed necessary or appropriate to be awarded the Crankstart  
12 award, and all amendments thereto, including the grant proposal for this funding and the  
13 Grant Agreement with Crankstart; and, be it

14          FURTHER RESOLVED, That grant funds received hereunder shall not be used to  
15 supplant expenditures controlled by this body; and, be it

16          FURTHER RESOLVED, That the City and County of San Francisco agrees to abide by  
17 the terms and conditions of the Grant Agreement as set forth by Crankstart; and, be it

18          FURTHER RESOLVED, That within thirty (30) days of the agreement being fully  
19 executed by all parties, DCYF shall provide a copy to the Clerk of the Board for inclusion into  
20 the official file.

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Recommended:

/s/

Department Head

Approved: /s/

Mayor

Approved: /s/

Controller

**File Number:** 220951  
(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: **Crankstart Summer Together Grant**
2. Department: **The Department of Children Youth and Their Families**
3. Contact Person: **Sherrice Dorsey** Telephone: **628-652-7146**
4. Grant Approval Status (check one):  
☒ [ X ] Approved by funding agency ☐ [ ] Not yet approved
5. Amount of Grant Funding Approved or Applied for: **Up to \$22,937,000**
6. a. Matching Funds Required: **Yes**  
b. Source(s) of matching funds (if applicable): **\$500,000 from David and Katherine deWilde**
7. a. Grant Source Agency: **Crankstart Foundation**  
b. Grant Pass-Through Agency (if applicable): **N/A**
8. Proposed Grant Project Summary:  
  
**The grant will be used to support community and school-based organizations to provide summer programming that focuses on literacy and math support, academic support, social/emotional learning, behavioral and mental health support, career/college support, and enrichment and physical activities.**
9. Grant Project Schedule, as allowed in approval documents, or as proposed:  
  
**This project is intended for June to September 2022.**  
  
Start-Date: **June 1, 2022** End-Date: **September 30, 2022**
10. a. Amount budgeted for contractual services: **Up to \$22,937,000**  
b. Will contractual services be put out to bid? **No, existing contracts are in place for this service purpose.**  
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? **N/A**  
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 ☒ [ X ] 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?

**The contract administration of the organizations has been operationalized within the existing contracts, therefore no indirect costs required.**

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 checked="" 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: **The sites for the Summer Together programs are ADA compliant.**

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Anthony Tek

(Name)

Operations Assistant

(Title)

Date Reviewed: 7/14/2022

DocuSigned by:  
*Anthony Tek*  
4405E3FD09C04C5...  
(Signature Required)

**Department Head or Designee Approval of Grant Information Form:**

Maria Su, Psy.D.

(Name)

Executive Director, Department of Children, Youth & Their Families

(Title)

Date Reviewed: 7/14/2022

DocuSigned by:

*Maria Su*

71F0FD53D32A4DA...  
(Signature Required)

# CRANKSTART

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July 22, 2022

Dear Maria:

I am pleased to inform you the Crankstart Foundation has approved a conditional grant to San Francisco Department of Children, Youth, and Their Families (DCYF) to support 2022 Summer Together programming: \$15,937,000 will be paid outright and up to an additional \$7,000,000 will be matched dollar for dollar contingent upon DCYF raising up to \$7,000,000 from private donors by June 30, 2022. The matching funds raised by DCYF cannot be taxpayer dollars from the City and County of San Francisco.

By accepting these grant payments, San Francisco Department of Children, Youth, and Their Families agrees to the following:

## SIGN AND UPLOAD

Sign and return this grant agreement affirming your understanding of the grant terms. A copy can be uploaded to [our online applicant portal](#) by clicking the "Upload Signed Agreement" button or emailed to [grants@crankstart.org](mailto:grants@crankstart.org).

## REPORTING

Submit the following information through [our online applicant portal](#):

- Organizational profile and goals due June 30, 2022
- Annual progress report due October 14, 2022
- Final report due January 15, 2023

## PAYMENTS

Payments for the grant will be distributed according to the following schedule:

NUMBER	SCHEDULED PAYMENT DATE	PAYMENT AMOUNT
1	July 1, 2022	\$15,937,000
2	Contingent upon raising up to \$7,000,000 from private donors	up to \$7,000,000

## TERMS

- Only use the grant funds for purposes that are consistent with the federal and state rules for tax-exempt status.
- The grantee hereby irrevocably and unconditionally agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless the Crankstart Foundation, its officers, directors, trustees, employees and agents, from and against any and all claims, liabilities, losses and expenses (including reasonable attorneys' fees) directly, indirectly, wholly or partially arising from or in connection with any act or omission of the grantee, its employees or agents, in applying or accepting such grant, in expending or applying the funds furnished pursuant to such grant or in carrying out the program or project to be funded or financed by such grant, except to the extent

that such claims, liabilities, losses or expenses arise from or in connection with any act or omission of the Crankstart Foundation, its officers, directors, trustees, employees or agents.

#### MEDIA AND PUBLICITY

Please refer to the foundation as “Crankstart Foundation” in all written materials including annual reports and donor lists on your website. We kindly request that you do not announce the grant on social media (e.g., Twitter, Facebook) or issue a press release. The foundation prefers minimal publicity. We will make occasional exceptions to this, but ask for permission.

Crankstart Foundation relies on the strong reputation and relationships of our grantees. In the event that your organization expects or receives negative publicity please notify us by emailing [grants@crankstart.org](mailto:grants@crankstart.org).

\*\*\*

Crankstart Foundation is honored to support your work. Should you have any questions regarding this grant, please let us know.

Sincerely,



Missy Narula (Jul 22, 2022 13:35 PDT)

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Missy Narula  
Chief Executive Officer  
Crankstart Foundation

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Signed, Authorized Signatory of San Francisco Department of  
Children, Youth, and Their Families

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Print Name

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Date

## Grant Budget

Budget Line Item	Amount
Non-Personnel Services	100,000
Community Based Organization Services	22,837,000
<b>Total</b>	<b>22,937,000</b>



## San Francisco Ethics Commission

25 Van Ness Avenue, Suite 220, San Francisco, CA 94102

Phone: 415.252.3100 . Fax: 415.252.3112

[ethics.commission@sfgov.org](mailto:ethics.commission@sfgov.org) . [www.sfethics.org](http://www.sfethics.org)

Received On:

File #: 220951

Bid/RFP #:

### Notification of Contract Approval

SFEC Form 126(f)4

(S.F. Campaign and Governmental Conduct Code § 1.126(f)4)

A Public Document

Each City elective officer who approves a contract that has a total anticipated or actual value of \$100,000 or more must file this form with the Ethics Commission within five business days of approval by: (a) the City elective officer, (b) any board on which the City elective officer serves, or (c) the board of any state agency on which an appointee of the City elective officer serves. For more information, see: <https://sfethics.org/compliance/city-officers/contract-approval-city-officers>

#### 1. FILING INFORMATION

##### TYPE OF FILING

original

##### DATE OF ORIGINAL FILING (for amendment only)

##### AMENDMENT DESCRIPTION – Explain reason for amendment

#### 2. CITY ELECTIVE OFFICE OR BOARD

##### OFFICE OR BOARD

Board of Supervisors

##### NAME OF CITY ELECTIVE OFFICER

Members

#### 3. FILER'S CONTACT

##### NAME OF FILER'S CONTACT

Angela Calvillo

##### TELEPHONE NUMBER

415-554-5184

##### FULL DEPARTMENT NAME

Office of the Clerk of the Board

##### EMAIL

Board.of.Supervisors@sfgov.org

#### 4. CONTRACTING DEPARTMENT CONTACT

##### NAME OF DEPARTMENTAL CONTACT

Mendy Ma

##### DEPARTMENT CONTACT TELEPHONE NUMBER

628-652-7143

##### FULL DEPARTMENT NAME

CHF Dept of Children Youth & Their Families

##### DEPARTMENT CONTACT EMAIL

mendy.ma@dcyf.org

5. CONTRACTOR	
<b>NAME OF CONTRACTOR</b> Crankstart Foundation	<b>TELEPHONE NUMBER</b> 415-561-6540
<b>STREET ADDRESS (including City, State and Zip Code)</b> 1660 Bush St. Suite 300 San Francisco, CA 94109	<b>EMAIL</b> grants@crankstart.org

6. CONTRACT		
<b>DATE CONTRACT WAS APPROVED BY THE CITY ELECTIVE OFFICER(S)</b>	<b>ORIGINAL BID/RFP NUMBER</b>	<b>FILE NUMBER (If applicable)</b> 220951
<b>DESCRIPTION OF AMOUNT OF CONTRACT</b> Up to \$22,937,000		
<b>NATURE OF THE CONTRACT (Please describe)</b> <p>This is for Crankstart Foundation Summer Together Grant. Crankstart Foundation will distribute a grant of up to \$22,937,000, including a grant of \$15,937,000 to the City and County of San Francisco and up to an additional \$7,000,000 contingent upon DCYF raising up to \$7,000,000 from private donors by June 30, 2022 for the support to community and school-based organizations to provide summer programming for June 1, 2022 to September 30, 2022.</p>		

7. COMMENTS

8. CONTRACT APPROVAL	
This contract was approved by:	
<input type="checkbox"/>	THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM
<input checked="" type="checkbox"/>	A BOARD ON WHICH THE CITY ELECTIVE OFFICER(S) SERVES Board of Supervisors
<input type="checkbox"/>	THE BOARD OF A STATE AGENCY ON WHICH AN APPOINTEE OF THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM SITS

**9. AFFILIATES AND SUBCONTRACTORS**

List the names of (A) members of the contractor's board of directors; (B) the contractor's principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
1	Narula	Missy	CEO
2	Vasconcelos	Margarita	Other Principal Officer
3	Moritz	Michael	Board of Directors
4	Heyman	Harriet	Board of Directors
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**9. AFFILIATES AND SUBCONTRACTORS**

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#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
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**9. AFFILIATES AND SUBCONTRACTORS**

List the names of (A) members of the contractor's board of directors; (B) the contractor's principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
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☐ Check this box if you need to include additional names. Please submit a separate form with complete information. Select "Supplemental" for filing type.

**10. VERIFICATION**

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information I have provided here is true and complete.

**I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.**

**SIGNATURE OF CITY ELECTIVE OFFICER OR BOARD SECRETARY OR CLERK**

**DATE SIGNED**

BOS Clerk of the Board

**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** The Department of Children Youth and Their Families  
**DATE:** July 14, 2022  
**SUBJECT:** Accept and Expend Resolution for Subject Grant  
**GRANT TITLE:** Crankstart Summer Together Grant

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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: Sherrice Dorsey

Phone: 628-652-7146

Interoffice Mail Address: **DCYF**  
**1390 Market Street, Suite 900, 9<sup>th</sup> floor, SF CA**  
**94102**

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).