

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- Preapplication
- Application
- Changed/Corrected Application

*** 2. Type of Application:**

- New
- Continuation
- Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

Completed by Grants.gov upon submission.

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

California

8. APPLICANT INFORMATION:

* a. Legal Name:

City and County of San Francisco

* b. Employer/Taxpayer Identification Number (EIN/TIN):

94-6000417

* c. UEI:

MYM4VNNBN6T9

d. Address:

* Street1:

1390 Market Street, Suite 900

Street2:

* City:

San Francisco

County/Parish:

* State:

California

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

94102-5402

e. Organizational Unit:

Department Name:

Children, Youth & Their Families

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Tanita

Middle Name:

Jasmine

* Last Name:

Dawson

Suffix:

Title:

Deputy Director of City & Community Partnerships

Organizational Affiliation:

City and County of San Francisco

* Telephone Number:

628-652-7124

Fax Number:

* Email:

jasmine.dawson@dcyf.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Bureau of Justice Assistance

11. Catalog of Federal Domestic Assistance Number:

16.839

CFDA Title:

STOP School Violence

*** 12. Funding Opportunity Number:**

O-BJA-2023-171666

* Title:

BJA FY 23 Preventing School Violence: BJA's STOP School Violence Program

13. Competition Identification Number:

C-BJA-2023-00067-PROD

Title:

Category 2: up to \$1,000,000

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

San Francisco's School Crisis Support Coordination Project (SCSCP) 2023-24

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant **CA-012**

* b. Program/Project **CA-012**

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date: **10/01/2023**

* b. End Date: **10/01/2025**

18. Estimated Funding (\$):

* a. Federal	1,000,000.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	1,000,000.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

**** I AGREE**

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name: **London**
Middle Name:
* Last Name: **Breed**
Suffix:

* Title: **Mayor**

* Telephone Number: **415-554-6564** Fax Number:

* Email: **london.breed@sfgov.org**

* Signature of Authorized Representative: Completed by Grants.gov upon submission.

* Date Signed: Completed by Grants.gov upon submission.

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

OMB Number: 4040-0013
Expiration Date: 02/28/2025

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
--	--	--

4. Name and Address of Reporting Entity:
 Prime SubAwardee

* Name:

* Street 1: Street 2:

* City: State: Zip:

Congressional District, if known:

5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:

6. * Federal Department/Agency: <input type="text" value="Department of Children, Youth & Their Families"/>	7. * Federal Program Name/Description: <input type="text" value="STOP School Violence"/> CFDA Number, if applicable: <input type="text" value="16.839"/>
---	---

8. Federal Action Number, if known: <input type="text"/>	9. Award Amount, if known: \$ <input type="text" value="1,000,000.00"/>
--	---

10. a. Name and Address of Lobbying Registrant:

Prefix * First Name Middle Name

* Last Name Suffix

* Street 1 Street 2

* City State Zip

b. Individual Performing Services (including address if different from No. 10a)

Prefix * First Name Middle Name

* Last Name Suffix

* Street 1 Street 2

* City State Zip

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* Signature:

* Name: Prefix * First Name Middle Name
* Last Name Suffix

Title: Telephone No.: Date:

Applicant: City and County of San Francisco, Department of Children, Youth and Their Families

Title: The CCSF's STOP School Violence Program - San Francisco School Crisis Support Coordination Project

APPLICANT DISCLOSURE OF PROPOSED SUBRECIPIENTS

National Institute of Criminal Justice Reform (NICJR)

4900 SHATTUCK AVE UNIT 3817

Oakland CA 94609-7031

501(c)(3) nonprofit organization

Young Community Developers (YCD)

1715 Yosemite Ave

San Francisco, CA 94124

501(c)(3) nonprofit organization

Applicant: City and County of San Francisco, Department of Children, Youth and Their Families

Title: The CCSF's STOP School Violence Program - San Francisco School Crisis Support Coordination Project

ABSTRACT

The City and County of San Francisco proposes to enhance the current San Francisco School Crisis Support Coordination Project to improve San Francisco Unified School District's school climate. The purpose of the project is to intervene and prevent the escalation of violent incidents, by coordinating support on school campuses, in the four service areas: (1) Develop and operate technology solutions (2) Train school personnel and educate students on preventing school violence (3) Specialized training for probation officers who work in schools and/or with school-age populations, (4) Hiring of school support personnel who directly supporting the prevention of school violence. Project activities include hiring additional staff to be based in the San Francisco Unified School District; purchasing data collection software; developing a San Francisco Youth Violence Prevention Public Service Announcement campaign; mobilizing a Social Media Task Force; and continued training and capacity building of school violence interrupters, school personnel, and probation officers. Deliverables include enhanced coordination of the school violence interruption team and support in the delivery of school violence interrupter response services; installation of a data platform to centralize and secure data; launch of the public service announcement campaign to uplift the support available for San Francisco youth; implementation of the Social Media Task Force that actively monitors and tracks flagged social media accounts to prevent incidents of violence, and implementation of training on various topics aimed at preventing school violence.

Applicant: City and County of San Francisco, Department of Children, Youth and Their Families
Title: The CCSF’s STOP School Violence Program – San Francisco School Crisis Support Coordination Project

PROGRAM NARRATIVE

A. Description of the Issue

On behalf of San Francisco City and County, The Department of Children, Youth and Their Families (DCYF) is proposing to enhance and expand San Francisco’s School Crisis Support Coordination Project (SCSCP) in partnership with San Francisco Unified School District (SFUSD). The SCSCP is currently serving seventeen of the SFUSD 114 public schools, with the specific goals of intervening and preventing the escalation of violent incidents and coordinating support and services on school campuses. Funds from this grant would be used to enhance and expand prevention and intervention activities at current school sites and add support for nine additional school sites.

Students and their families in San Francisco have been experiencing a very difficult time with the recent rise in violence on and off school campuses. Between March 2022 and April 2023, there were about 100 student conflicts on or off San Francisco school campuses¹. Media outlets have reported stabbings, incidents of youth bringing weapons to school, and surfaced recordings of large fights involving youth. It is reported that prior to the pandemic, physical fights at school were decreasing, but after the pandemic, 46% of schools saw a rise in fighting and threats between

¹Mojadad, Ida. “Youth Violence Rocks San Francisco. Where Does the City Go From Here? .” *The San Francisco Standard*, May 2023, <https://sfstandard.com/education/youth-violence-has-rocked-san-francisco-this-spring-where-does-the-city-go-from-here/>.

students. This nationwide data is consistent with the increase in violence that SFUSD is experiencing. The population at San Francisco's juvenile hall has ticked up in the past year, with an average of 23 individuals held there in November, the most recent official data available, compared with a low of 12 in July².

According to the *OJP Incidence of Victimization at School and Away From School Report* published in May 2022, students nationwide ages 12 to 18 experienced 285,400 victimizations at school and 380,900 victimizations away from school or about 11 to 15 incidents per 1,000 children³. Nationwide, there has been an increase in gun violence since the start of the pandemic from 2019-2021. The National Institute of Criminal Justice Reform's (NICJR) gun violence research has shown there has been a 30% increase in gun violence in the United States overall, and a 31% increase in California, and 25% increase in the Bay Area during this time, which correlates with recent nationwide study on the topic⁴. As previously noted, the rate of gun violence incidents in San Francisco increased 40% over the same time period. Chief concerns in San Francisco includes the surge in access to guns, increased social media conflicts, and an increased number of young people who are victimized by gun violence.

Data and information collected during the current project (which this proposal seeks to enhance and expand) revealed that community conflicts often spill onto school sites and there is not enough support to properly address these issues. In addition, school sites typically are not aware of the social dynamics fueling the conflicts, or learn of dynamics too late, which

² Tucker, Jill. "S.F. Leaders Share Action Plan for Youth Violence in Wake of Stabbings, Brawls and Weapons at Schools." *San Francisco Chronicle*, Mar. 2023, <https://www.sfchronicle.com/bayarea/article/youth-crime-stabbings-brawls-schools-sf-17851868.php>.

³ Incidence of Victimization at School and Away From School, May 2022. Source: <https://bjs.ojp.gov/content/pub/pdf/ivsafs.pdf>

⁴ Tanne J. H. (2021). Covid-19: Gun violence in US increased 30% during pandemic. *BMJ (Clinical research ed.)*, 375, n2580. <https://doi.org/10.1136/bmj.n2580>

contributes to gun- related incidents. There have been multiple reports this school year of widespread bullying and physical violence occurring on social media (filming and uploading fights) and on school sites that have captured the attention of several media outlets, continuing to highlight the lack of resources and support faced by teachers and school staff to meaningfully address student conflict⁵.

Researchers at Columbia University have coined the term “internet banging.” Distinct from cyberbullying, internet banging involves taunts, disses, and arguments on social media between people in rival crews, cliques, or gangs. These exchanges can include comments, images, and videos that lead to physical fights, shootings, and, in the worst cases, death. There are four social media features in particular that escalate conflicts: comments, live streaming, picture/video sharing, and tagging⁶. After a recent incident, San Francisco’s District 7 Supervisor expressed, “What I saw from the video was the ten seconds before and after the incident, and what was clear is that the young bystanders came and took out their cellphones and started recording for social media before (the fight),” she said. “Social media is fueling (youth violence) and providing a tricky element to what is going on in their interactions⁷.”

San Francisco city officials, including the Mayor have expressed concerns regarding the increased violence amongst youth and have supported the current work of the School Crisis Support Coordination Project (SCSCP). As a result, DCYF will be leading the Citywide Youth

⁵Mission Local (2022). “Total meltdown at Everett Middle School: Teachers out, principal resigning, claims of violent beatings. Retrieved from <https://missionlocal.org/2022/04/total-meltdown-at-everett-middle-school/>

⁶ Elsaesser, Caitlin. “How Social Media Turns Online Arguments Between Teens Into Real-World Violence.” *UConn Today*, Apr. 2021, <https://today.uconn.edu/2021/04/how-social-media-turns-online-arguments-between-teens-into-real-world-violence-2/>.

⁷ Aleksey, Allyson. “Why SF Leaders Want to Police Social Media, Not the Halls, to Curb Student Violence.” *San Francisco Examiner*, Apr. 2023, https://www.sfoxaminer.com/news/education/why-sf-leaders-want-to-police-social-media-not-school-halls/article_8f5bac5c-e5f5-11ed-88ab-8b6cbd92b071.html.

Violence Coordination Team to develop data and information-sharing policies and protocols with city departments.

Description of Current Project: San Francisco's School Crisis Support Coordination Project (SCSCP)

The SCSCP multi-disciplinary team, under the leadership of the DCYF and SFUSD, includes several local community-based partners, juvenile and criminal justice partners, as well as consultants. The partners involved jointly adopted a collective intervention framework model created by NIJCR, with the goal of reducing high-risk incidents involving youth and actively reducing incidents by coordinating and working closely with School Violence Interrupters (SVIs).

School Violence Interrupters are a new creation, but not new in concept. Hired from the community with lived relevant experience, they serve as mentors for the youth and are trained in conflict mediation. They bring their knowledge and experience from the community to help intervene with on-campus conflicts. They visit SFUSD middle and high schools frequently to build connections with students and campus faculty fostering relationships with students over time.

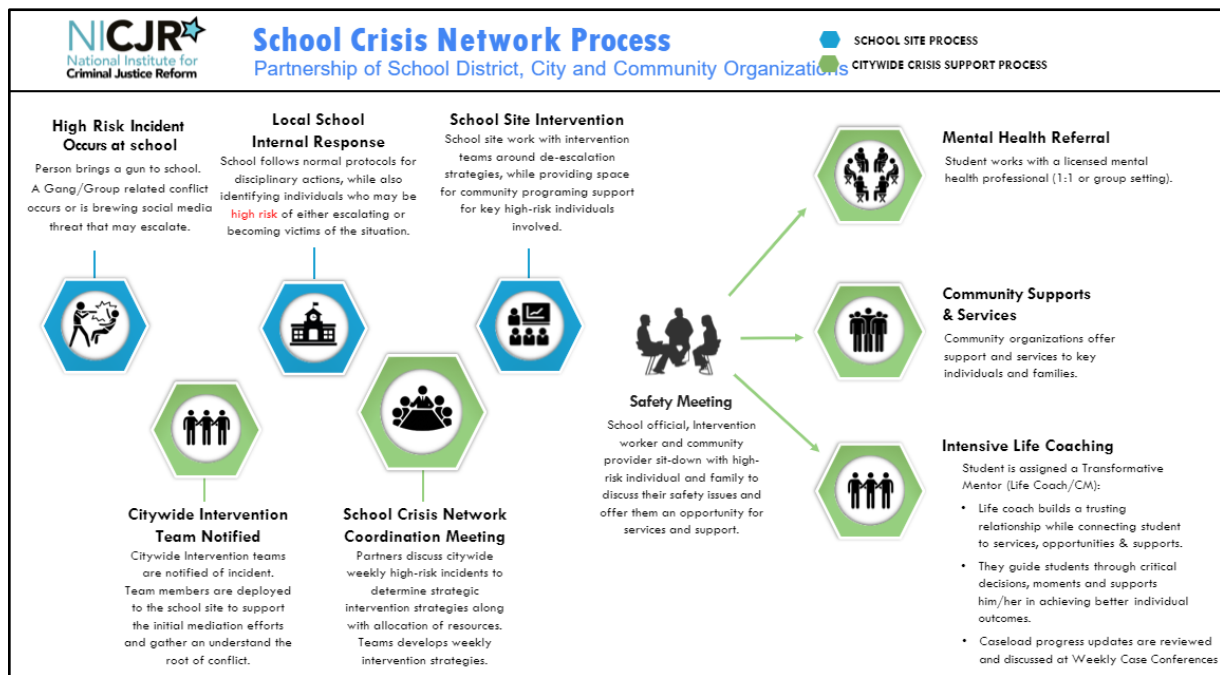
Current weekly coordination meetings entail quick discussions on incidents that have occurred during the week. Incidents involving high at-risk youth and/or that have the potential for further escalation are prioritized and in addition to determining risk levels, the team then works collectively to identify the proper intervention strategies. Intervention and prevention strategies are established to quickly support the youth, site leaders, and ultimately the families involved.

The need for the SCSCP and School Violence Interrupters is continuing to grow. The pilot program began during the second half of the 2021–2022 School Year at three schools. In September 2022, SCSCP won the Bureau of Justice Assistance (BJA) STOP School Violence Grant which allowed for the initial expansion of SCSCP to be able to work with more identified schools and more

partners. Grant funding for the fiscal year 2023 is sought to 1) expand the infrastructure needed to support the emerging needs of school sites and 2) implement sustainability practices.

B. Project Design and Implementation

Grant funding will support the hiring of a Lead In-Field SFUSD School Violence Interrupter and Administrative School Violence Interrupter to be based in the San Francisco Unified School District (Area #5); the purchase and implementation of advanced data software to centralize confidential data reporting and sharing (Area #1); the development of a Youth Violence Prevention Public Service Announcement (PSA) campaign (Area #1); the mobilization of a Social Media Task Force (Area #1); and the continued training and capacity building of SFUSD personnel and Juvenile Probation staff. (Areas #3 and #4). The diagram below includes the framework model of the SCSCP process that the multi-disciplinary team implements. Funding will help support the continued development of the model (timeline included as a separate attachment).



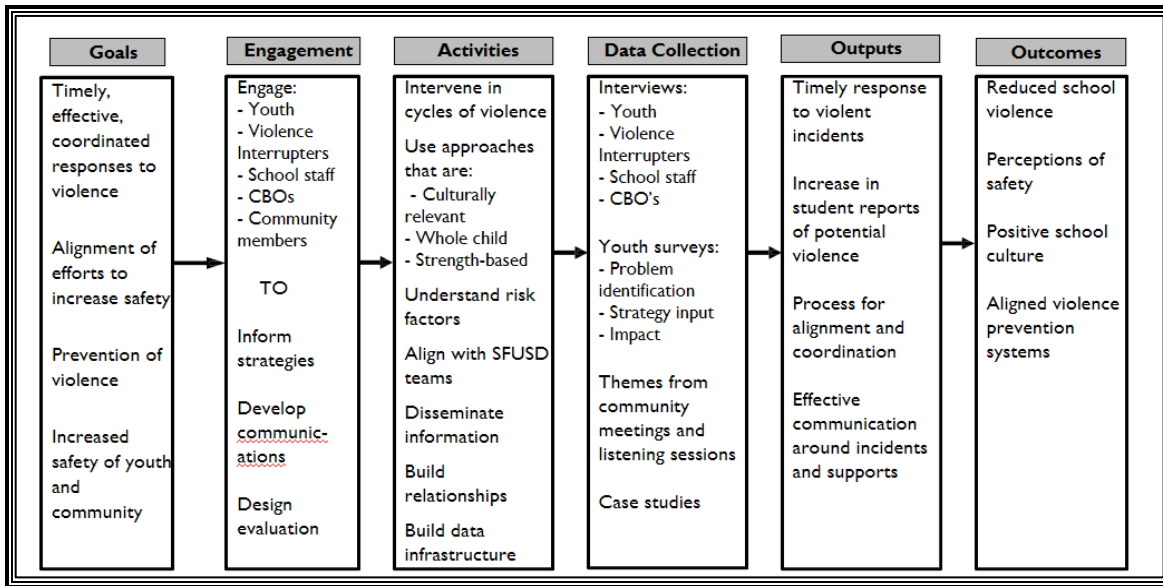
Area 1: Develop and Operate Technology Solutions

The project team is actively building out the data and technical infrastructure components of the San Francisco School Crisis Support Coordination Project (SCSCP). This is a top priority and by harnessing the power of data, the project team will be able to better identify patterns, trends, and risk factors associated with youth violence. Through comprehensive data collection and analysis, a deeper and more accurate understanding of the root causes and dynamics of violence in their communities will be uncovered and interventions can be delivered more surgically.

Currently, under the SCSCP has over twenty-five (25) data fields that are completed on a weekly basis, however collection and reporting rely on manual entries in protected excel files making the process extremely inefficient. To that end, the project team has identified a technology solution to purchase, called Apricot 360 built by Bonterra formerly Social Solutions, which is budgeted in this proposal. This technology solution is both FERPA and HIPAA compliant and includes a range of features and capabilities designed to support various aspects of youth violence prevention initiatives. This advanced case management and analytics tool will help identify high-risk individuals and areas, enabling targeted interventions and resource allocation.

By centralizing this information in a secure and accessible platform, Apricot 360 will enable the project team to identify trends, patterns, and areas of concern, facilitating evidence-based decision-making and targeted interventions. Apricot 360 also offers comprehensive reporting and analytics features. It generates real-time reports and visualizations that provide insights into the effectiveness of prevention strategies and the impact of interventions. These insights will help the project team measure outcomes, identify successful approaches, and make data-driven adjustments to their programs. This enables continuous improvement and the ability to demonstrate the effectiveness

of interventions to funders, policymakers, and the community at large.



SFUSD seeks to collaborate with DCYF and other San Francisco city departments to launch and implement a multimedia, youth-focused public service announcement (PSA) campaign to uplift resiliency and support available for San Francisco youth (ages 11-18). SFUSD Communications team will convene a work group jointly with DCYF to provide input, leverage their networks and allocate resources towards a citywide PSA campaign. The campaign seeks to increase public awareness of issues related to violence among youth, build trust between youth and trusted adults, and improve public perception related to public and school safety.

Grant funds will be used to support the development of multimedia communications that are culturally relevant and linguistically accessible to target audiences and to center youth voices. After the launch of the campaign, the following outcomes will be achieved: youth ages will be more informed on topics of mental health, violence prevention, and community building; a broad network of cross-sector influencers would be engaged as subject matter experts and trusted messengers; and youth will have improved access to basic tools and resources to manage and de-escalate conflict, and

engage in restorative practices aimed at violence prevention.

The Social Media Taskforce is still in early stages of development, but the membership may include both youth and city leaders who will be guided by the National Center for School Safety's toolkit recommendation for social media monitoring and response⁸. Duties for the Taskforce may include reviewing and guiding analytics related to real-time monitoring, dashboards, key searches, and constant expansion of sites to monitor.

Area 3: Train School Personnel

NICJR strives to reduce incarceration and violence, improve the outcomes of system-involved youth and adults, and increase the capacity and expertise of the organizations serving these individuals, which makes them uniquely capable of providing services under Areas 3 and 4. Grant funding will be used to continue supporting the scope of work with NICJR and expand our technical assistance providers, to provide specialized training for school site leaders, school administrators, and law enforcement personnel.

DCYF recently conducted a half-day training for school personnel, probation, and community-based organizations on school violence interventions in November 2022 with over 60 attendees. We also delivered a full-day training for ten SVIs in February 2023 on violence intervention and prevention strategies, mental wellness, and data. In addition, we are planning for specialized summer training for school staff, community-based organizations, and Juvenile Probation. Demand has been high for these trainings and grant funding will allow us to hold additional trainings that will include new city partners such as Recreation and Parks, San Francisco Police Department,

⁸ Mason, Sarah, et al. "Considerations for Social Media Monitoring & Response." Nov. 2022, Accessed May 2023.

and the Municipal (Muni) Transportation Agency.

Our goal is to develop a training plan that offers comprehensive, customized training and technical assistance to the specific needs and priorities of our community-based organizations, school sites, and staff delivering support and services. Some topics identified will focus on best practices and protocols for crisis response; wellness, self-care, and mental health for school personnel and SVIs. These topics were identified as trainings needed to advance the work toward improving the school climate.

Area 4: Training for Juvenile Probation

Grant funding will be used to continue to support the training of Juvenile Probation Department officers. Currently, the Juvenile Probation Department leadership attends and participates in weekly coordination meetings, in addition to supporting the development of procedures and protocols. NICJR has experience designing trainings for law enforcement and probation and will ensure positive youth development practices are engrained in the model. NICJR offers a range of research and training workshops including but not limited to Positive Youth Development & Positive Youth Justice, Strength-Based Probation/Parole Services, Intensive Life Coaching/Credible Messenger Training, Healthy, Wealthy & Wise Train the Trainer, Emotional Intelligence Training, and Gun Violence Reduction Strategy Training.

Area 5: Hire School-based Violence Interrupters and School Violence Interrupter Coordinator

Lastly, grant funding will support the hiring of a Lead In-Field SFUSD School Violence Interrupter and an Administrative School Violence Interrupter. Both positions will be based at an SFUSD school site to enhance the coordination of the school violence interruption team and support the delivery of school violence interrupter response services. The Lead In-Field SFUSD School Violence Interrupter will be hired from the community and will understand community and street

violence issues and have the ability to connect with community members to resolve conflicts that may have an impact on school campuses. They will work in collaboration with the multidisciplinary team to ensure that violence interruption objectives are achieved. The primary role of the Lead SVI will be to support in the delivery of school violence interrupter response to services.

The Administrative School Violence Interrupter will offer support to the School Violence Interrupters, including professional development. They will provide strategic leadership and support related to incidents that present a significant risk to youth and/or the community. The primary role of the Administrative SVI will be to lead and manage the delivery of a school violence interrupter response to services and coordinate administrative tasks and deliverables as identified by school administrators and city leadership.

The additional support these positions provide will also inform the development of information systems to support service delivery objectives; analyze, evaluate, and communicate information to support decision-making; and facilitate the assessment of the effectiveness and quality of violence interruption services.

The SCSCP will be administered year around so that staffing is in place for both the school year and summer school. DCYF will use current funds to hire administrative staff that will support both the Lead and Administrative School Violence Interrupter positions as well as the project team. In addition to hiring, trainings are being scheduled for summer and for the beginning of the school year, with subsequent training and coaching support offered throughout the full project period.

C. Capabilities and Competencies

The core leaders of the San Francisco School Crisis Support Coordination Project's multidisciplinary team, DCYF and SFUSD, have extensive years of experience in their fields. They will be responsible for supporting the design and program innovation, problem-solving, and other

community, and district-wide responsibilities in support of this project. Resumes included as separate as attachments:

- Jasmine Dawson, Deputy Director of City and Community Partnerships for the Department of Children Youth and Their Families (DCYF) has 21 years of experience in government and will be the grant's Program Director. She will also manage staff and oversee all program components including directing the coordination of the School Violence Interrupters.
- Simone Combs, Principal Analyst in City and Community Partnerships for the Department of Children Youth and Their Families (DCYF) has 12 years of experience in program administration and will provide high-quality administrative, logistical, and managerial support to the Deputy Director, support in the hiring of new staff and provide oversight and support of the program model.
- Eric Guthertz, Director of Principal Leadership and Support for High Schools for the San Francisco Unified School District (SFUSD) has experience in the field and will drive implementation and innovation for schools as part of SFUSD's instructional leadership team. He will also provide strategic leadership and coaching capacity SFUSD school site leaders, including overseeing school staff development activities and supporting in the coordination and communication with the School Violence Interrupters.

The additional supportive members of the multidisciplinary San Francisco's School Crisis Support Coordination Project include staff of the Juvenile Probation Department, city partners, and community-based organizations.

D. Plan for Collecting the Data Required for this Solicitation's Performance Measures

The following describes the process for measuring project performance. The School Violence Coordinator will manage and collect the data and will be responsible for performance

measurements along with support from Simone Combs, Principal Analyst for DCYF, in conjunction with NICJR. This information will be used to guide and elevate the impact of the project by monthly review sessions that will be scheduled within the multidisciplinary team meetings. The process to report data will be led by the School Violence Coordinator who will enter information into the data tracking system (Apricot 360 mentioned in Area 1) and data review will be led by Simone Combs to ensure there is no disparate impact based on race, ethnicity, immigration, disability, or any other protected class. This work will also be done in collaboration with the multidisciplinary team named above. Using a tracking spreadsheet, the Coordinator will collect, aggregate, and report data in accordance with the relevant BJA STOP Performance Measure Questionnaire questions. They will also provide guidance on how best to evaluate the impact of the project in accordance with reporting requirements. Ultimately, data will support the team in ensuring the correct processes are being used and desired outcomes are being achieved.

The overall goal of the San Francisco School Crisis Support Coordination Project (SCSCP) is to intervene and prevent the escalation of violent incidents and coordinate support and services on San Francisco Unified School District campuses. The objective is to increase school safety and prevent on-campus violence by quickly identifying escalating violent incidents and developing intervention and prevention strategies that support youth, families, and site leaders based on racial equity, trauma-informed practices, and positive youth development to improve school climate. The deliverables of this project include enhanced coordination of the school violence interruption team and support in the delivery of school violence interrupter response services; installation of a data platform to centralize and secure data; launch of the public service announcement campaign to uplift the support available for San Francisco youth; implementation of the Social Media Task Force that

actively monitors and tracks flagged social media accounts to prevent incidents of violence, and implementation of training on various topics aimed at preventing school violence.

E. Plan for Sustainability

The City and County of San Francisco and San Francisco Unified District are committed to establishing and maintaining safe school sites. Plans for sustainability will be identified through DCYF and they will work closely with community-based grantees to begin embedding School Violence Interrupters in their staffing models. DCYF will also work closely with San Francisco Unified School District to continue supporting the TBD Coordinator position as well as maintaining ongoing training. Additionally, DCYF will integrate findings from this project to potentially create a new funding strategy to be included in the department's upcoming 2024- 2029 Request for Proposals (RFP) which administers millions of dollars over a 5-year funding cycle to address the needs and disparities of San Francisco youth and families, prioritizing funding for culturally competent community-based organizations.

This application will not include research and development.



Background

Recipients' financial management systems and internal controls must meet certain requirements, including those set out in the "Part 200 Uniform Requirements" (2.C.F.R. Part 2800).

Including at a minimum, the financial management system of each OJP award recipient must provide for the following:

- (1) Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received. Federal program and Federal award identification must include, as applicable, the CFDA title and number, Federal award identification number and year, and the name of the Federal agency.
- (2) Accurate, current, and complete disclosure of the financial results of each Federal award or program.
- (3) Records that identify adequately the source and application of funds for Federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income, and interest, and be supported by source documentation.
- (4) Effective control over, and accountability for, all funds, property, and other assets. The recipient must adequately safeguard all assets and assure that they are used solely for authorized purposes.
- (5) Comparison of expenditures with budget amounts for each Federal award.
- (6) Written procedures to document the receipt and disbursement of Federal funds including procedures to minimize the time elapsing between the transfer of funds from the United States Treasury and the disbursement by the OJP recipient.
- (7) Written procedures for determining the allowability of costs in accordance with both the terms and conditions of the Federal award and the cost principles to apply to the Federal award.
- (8) Other important requirements related to retention requirements for records, use of open and machine readable formats in records, and certain Federal rights of access to award-related records and recipient personnel.

1. Name of Organization and Address:

Organization Name: **City and County of San Francisco**

Street1: **1 Dr. Carlton B. Goodlett Place Suite 234**

Street2: _____

City: **San Francisco**

State: **California**

Zip Code: **94102**

2. Authorized Representative's Name and Title:

Prefix: _____ First Name: **London** Middle Name: **N.**

Last Name: **Breed** Suffix: _____

Title: **Mayor**

3. Phone: **415-554-6141** 4. Fax: **415-554-6160**

5. Email: **MayorLondonBreed@sfgov.org**

6. Year Established: 1850	7. Employer Identification Number (EIN): 946000479	8. Unique Entity Identifier (UEI) Number: MYM4VNNBN6T9
-------------------------------------	--	--

9. a) Is the applicant entity a nonprofit organization (including a nonprofit institution of higher education) as described in 26 U.S.C. 501(c)(3) and exempt from taxation under 26 U.S.C. 501(a)? Yes No

If "No" skip to Question 10.

If "Yes", complete Questions 9. b) and 9. c).



AUDIT INFORMATION

9. b) Does the applicant nonprofit organization maintain offshore accounts for the purpose of avoiding paying the tax described in 26 U.S.C. 511(a)?

Yes No

9. c) With respect to the most recent year in which the applicant nonprofit organization was required to file a tax return, does the applicant nonprofit organization believe (or assert) that it satisfies the requirements of 26 C.F.R. 53.4958-6 (which relate to the reasonableness of compensation of certain individuals)?

Yes No

If "Yes", refer to "Additional Attachments" under "What An Application Should Include" in the OJP solicitation (or application guidance) under which the applicant is submitting its application. If the solicitation/guidance describes the "Disclosure of Process related to Executive Compensation," the applicant nonprofit organization must provide -- as an attachment to its application -- a disclosure that satisfies the minimum requirements as described by OJP.

For purposes of this questionnaire, an "audit" is conducted by an independent, external auditor using generally accepted auditing standards (GAAS) or Generally Governmental Auditing Standards (GAGAS), and results in an audit report with an opinion.

10. Has the applicant entity undergone any of the following types of audit(s)(Please check all that apply):

"Single Audit" under OMB A-133 or Subpart F of 2 C.F.R. Part 200

Financial Statement Audit

Defense Contract Agency Audit (DCAA)

Other Audit & Agency (list type of audit):

None (if none, skip to question 13)

11. Most Recent Audit Report Issued: Within the last 12 months Within the last 2 years Over 2 years ago N/A

Name of Audit Agency/Firm: **Macias Gini & O'Connell LLP (MGO)**

AUDITOR'S OPINION

12. On the most recent audit, what was the auditor's opinion?

Unqualified Opinion Qualified Opinion Disclaimer, Going Concern or Adverse Opinions N/A: No audits as described above

Enter the number of findings (if none, enter "0"): **0**

Enter the dollar amount of questioned costs (if none, enter "\$0"): **\$0**

Were material weaknesses noted in the report or opinion? Yes No

13. Which of the following best describes the applicant entity's accounting system:

Manual Automated Combination of manual and automated

14. Does the applicant entity's accounting system have the capability to identify the receipt and expenditure of award funds separately for each Federal award?

Yes No Not Sure

15. Does the applicant entity's accounting system have the capability to record expenditures for each Federal award by the budget cost categories shown in the approved budget?

Yes No Not Sure

16. Does the applicant entity's accounting system have the capability to record cost sharing ("match") separately for each Federal award, and maintain documentation to support recorded match or cost share?

Yes No Not Sure



<p>17. Does the applicant entity's accounting system have the capability to accurately track employees actual time spent performing work for each federal award, and to accurately allocate charges for employee salaries and wages for each federal award, and maintain records to support the actual time spent and specific allocation of charges associated with each applicant employee?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>18. Does the applicant entity's accounting system include budgetary controls to preclude the applicant entity from incurring obligations or costs that exceed the amount of funds available under a federal award (the total amount of the award, as well as the amount available in each budget cost category)?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>19. Is applicant entity familiar with the "cost principles" that apply to recent and future federal awards, including the general and specific principles set out in 2 C.F.R Part 200?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
PROPERTY STANDARDS AND PROCUREMENT STANDARDS	
<p>20. Does the applicant entity's property management system(s) maintain the following information on property purchased with federal award funds (1) a description of the property; (2) an identification number; (3) the source of funding for the property, including the award number; (4) who holds title; (5) acquisition date; (6) acquisition cost; (7) federal share of the acquisition cost; (8) location and condition of the property; (9) ultimate disposition information?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>21. Does the applicant entity maintain written policies and procedures for procurement transactions that -- (1) are designed to avoid unnecessary or duplicative purchases; (2) provide for analysis of lease versus purchase alternatives; (3) set out a process for soliciting goods and services, and (4) include standards of conduct that address conflicts of interest?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>22. a) Are the applicant entity's procurement policies and procedures designed to ensure that procurements are conducted in a manner that provides full and open competition to the extent practicable, and to avoid practices that restrict competition?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>22. b) Do the applicant entity's procurement policies and procedures require documentation of the history of a procurement, including the rationale for the method of procurement, selection of contract type, selection or rejection of contractors, and basis for the contract price?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>23. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from entering into a procurement contract under a federal award with any entity or individual that is suspended or debarred from such contracts, including provisions for checking the "Excluded Parties List" system (www.sam.gov) for suspended or debarred sub-grantees and contractors, prior to award?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
TRAVEL POLICY	
<p>24. Does the applicant entity:</p> <p>(a) maintain a standard travel policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>(b) adhere to the Federal Travel Regulation (FTR)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
SUBRECIPIENT MANAGEMENT AND MONITORING	
<p>25. Does the applicant entity have written policies, procedures, and/or guidance designed to ensure that any subawards made by the applicant entity under a federal award -- (1) clearly document applicable federal requirements, (2) are appropriately monitored by the applicant, and (3) comply with the requirements in 2 CFR Part 200 (see 2 CFR 200.331)?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p> <p><input type="checkbox"/> N/A - Applicant does not make subawards under any OJP awards</p>



26. Is the applicant entity aware of the differences between subawards under federal awards and procurement contracts under federal awards, including the different roles and responsibilities associated with each?

- Yes No Not Sure
 N/A - Applicant does not make subawards under any OJP awards

27. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from making a subaward under a federal award to any entity or individual is suspended or debarred from such subawards?

- Yes No Not Sure
 N/A - Applicant does not make subawards under any OJP awards

DESIGNATION AS 'HIGH-RISK' BY OTHER FEDERAL AGENCIES

28. Is the applicant entity designated "high risk" by a federal grant-making agency outside of DOJ? (High risk includes any status under which a federal awarding agency provides additional oversight due to the applicant's past performance, or other programmatic or financial concerns with the applicant.)

- Yes No Not Sure

If "Yes", provide the following:

(a) Name(s) of the federal awarding agency:

[Redacted]

(b) Date(s) the agency notified the applicant entity of the "high risk" designation:

[Redacted]

(c) Contact information for the "high risk" point of contact at the federal agency:

Name: [Redacted]

Phone: [Redacted]

Email: [Redacted]

(d) Reason for "high risk" status, as set out by the federal agency:

[Redacted]

CERTIFICATION ON BEHALF OF THE APPLICANT ENTITY

(Must be made by the chief executive, executive director, chief financial officer, designated authorized representative ("AOR"), or other official with the requisite knowledge and authority)

On behalf of the applicant entity, I certify to the U.S. Department of Justice that the information provided above is complete and correct to the best of my knowledge. I have the requisite authority and information to make this certification on behalf of the applicant entity.

Name: **Heidi Burbage**

Date: **5/10/2023**

Title: Executive Director Chief Financial Officer Chairman

Other: [Redacted]

Phone: **628-652-7115**

CCSF's STOP School Violence Program: San Francisco School Crisis Support Coordination Project FY 23-26 PROJECT TIMELINE





CONTACT

✉ Daniel.Muhammad@icloud.com
☎ 510.967.7788

EDUCATION

University of California, Berkeley 1989 -1993
Undergraduate School of Architecture & Urban Planning

University of California, Berkeley 1995 -1997
Masters Program of Environmental Design & Architecture

EXPERIENCE

Citywide Gun-Violence Reduction Consultant: National Institute for Criminal Justice Reform 2021 - 2022

Assisting local governments, law enforcement agencies and community service providers in developing city-wide gun violence reduction models. Providing technical assistance, research, trainings and project implementations for various cities attempting to lower gun related shooting and homicides

- **Technical assistance & implementation:** Memphis Tn., City of Indianapolis In., San Francisco Ca., Stockton Ca., San Bernardino Ca., and Atlanta Ga.
- **Research Analysis (Cost of Gun Violence Report):** Developed comprehensive reports analysing the direct fiscal impact of homicides and shootings on the local, county and state budgets. Projects included over 15 major cities including Detroit Mi, Stockton Ca., Dallas Tx, Mobile Al., Indianapolis In., Orlando Fl., Portland Or., St Louis Mo., Montgomery Al. and more.

Director of the Office of Violence Prevention: City of Stockton Ca. 2019 - 2021

Servicing as department head for the City of Stockton's Office of Violence Prevention, I managed and help developed a citywide data-driven violence-reduction model involving strategic coordination with law enforcement agencies, local hospitals, intervention workers, and community service providers. While managing several departmental initiatives, our main goal is to reduce gang/group-related homicides and shootings, reduce high-risk recidivism rates, while improving the outcomes for those individuals who are the at highest risk of involvement with gun violence. We have realized a **three-year 20% reduction** in homicides and shootings and was **endorsed by the California Attorney General's Office** as the ideal model for other cities to replicate.

Ceasefire Consultant: City of Stockton Office 2017 - 2019

Ceasefire is a data-driven violence-reduction strategy coordinating law enforcement, social services, and the community. The major goal is to reduce gang/group-related homicides and shootings, reduce recidivism among high-risk populations, while improving police-community trust. As a Ceasefire consultant, I worked directly with the Office of Violence Prevention, the Stockton Police Department, and the City of Stockton in the redesign and implementation of a city-wide gun violence reduction model referred to as Ceasefire. Responsible for building out the capacity and management infrastructure of OVP, along with developing better coordination practices between SPD and Ceasefire partners. Helped to establish a performance management system, along with overseeing both short-term and long-term Ceasefire strategies, **resulting in a 40% annual reduction of homicides.**

Organizational Consultant: Community & Youth Outreach (CYO), Oakland Ca. 2016 - 2019

CYO serves as the City of Oakland's main service contractor for the citywide violence reduction strategy called Ceasefire. It services the highest risk individuals involved with the criminal justice system. I served as an organizational consultant in the rebuilding of CYO's capacity and infrastructure to serve the overall Ceasefire model. I built and implemented a data-dashboard performance management system that allowed us management and deployment efficiencies. I provided professional development trainings to staff, along with technical assistance around the violence reduction strategies. Additional, I was acting Program Manager over both the East Oakland and Central Oakland Street teams. Our combined efforts resulted in a **300% improvement in our organizational capacity**, along with **reducing our recidivism from 60% to just 9%**, among the highest risk individuals.

Construction Program Manager: Department of General Services, Peralta Colleges 2009 - 2017

Served as Program Manager over all Design/Construction project implementations for Peralta College's Measure A & E Capital Improvement Bond Programs. Established all departmental Project Controls protocols within the Construction division of the Department of General Services. This included the development of design protocols, master planning, contract management processes, software implementations and project management trainings. Received an "A" rating by both Measure A & E oversight committees. This resulted in **reducing overall change-orders by 55%** and **project scheduling time by an average of 25%**.

PROFILE

I have over 20 years experience in program development and social justice policy reform. I've worked on projects in the areas of juvenile justice reform, healthcare, social equity, and gun-violence reduction models.

I also have a parallel career history, with over 20 years experience in Design-Development, Construction Management and Program Management. I have managed the design and construction of projects in the areas of transportation, schools, and public utilities.



Healthcare Policy Director: *Roots Healthcare Alliance 2012 - 2014*

Key partner in the building of a healthcare consortium of African American medical practitioners. The Consortium was created to collectively address policy issues around healthcare access and treatment methodologies for lower income residents and those involved with the justice system.

- **Healthcare Access Evaluation:** Managed a ten-person evaluation team that assessed the quality, accessibility, workforce & sustainability needs of each African American medical practice within the east bay network. We concluded with a Report to the Alameda County Health Department and Board of Supervisors called *"Realities of Medical Practices Servicing East Oakland"*.
- **Social Services General Assistance Redesign:** Worked with the Executive Team of the Social Services Department to perform a full evaluation of Alameda County's General Assistance Program. The project consisted of interviews, surveys and stakeholder focus groups, which included all levels of SSA staff, GA clients, community organisations, County Board of Supervisors, and service contractors. The project scope also included a detailed demographic data-analysis of 33,000 clients, a program cost/benefit analysis, a client outcome analysis, and a full needs assessment. After evaluating all data, research and information, we developed concrete recommendations that resulted in a General Assistance program redesign.

Juvenile Justice Policy Director: *Safe Passages, Oakland Ca. 2006 - 2008*

Built collaborations between School Districts, Juvenile Courts, Oakland Police, Probation, Sheriff's Department and service providers to reduce Disproportionate Minority Contact (DMC) with law enforcement and lowering recidivism among juvenile offenders. Researched, analysed and shared cross agency data to identify intersections between youth offenders and high school drop-out rates. Developed jurisdictional strategies to divert youth from the criminal justice system, while improving school retention rates. One such project was called the OPD Juvenile Intake desk. I worked directly with Oakland Police leadership to create new workflows and organizational structures. This allowed first-time non-violent offenders to be diverted to Measure Y service programs rather than being processed and given a criminal record. The program diverted over 300 youth each year, which lead to a reduction in Juvenile crime and improving school retention rates.

Program Director: *AfterCare Program, Alameda County. 2003 - 2005*

Designed and developed an intensive-mentoring program for young men transitioning from Camp Sweeney Juvenile Detention Center, in Alameda County, back into the community. Chosen by the OJJDP (Office of Juvenile Justice and Delinquency Prevention) as a demonstration site out of 200 programs nationwide. Recognised for the effectiveness of the program and the strong collaboration between Alameda County Probation, Oakland Police, and a network of community service providers. Managed a team of four case managers that provided wrap-around services and life planning to over 60 high risk youth per year.

Project Manager: *Vanir Construction Management 2001 - 2004*

Vanir CM specialises in the program management of constructions projects in the areas of education, healthcare, justice, public buildings and transportation. I served as project manager for the new construction and modernisation of K-12 schools within Palo Alto Unified, San Leandro Unified and Tamalpais Unified school districts. I was responsible managing the planning, design, value engineering and construction of each project. I worked with a wide range of stakeholders including teachers, school district officials, board members, architects, engineers, contractors and city departments. I served on Vanir's Constructibility Review Team. The review team analysed construction documents for inconsistencies that may have lead to change orders.

Western Regional Project Manager: *Stanley Access Technologies 1997 - 2001*

Stanley Access Technologies specialises in the commercial architectural design, fabrication and implementation of electronic door systems, technical clean rooms, hospital operating rooms, glass building exteriors, and electrical hardware. I managed all operations from Fresno California to Washington state. This included 10 construction teams, 7 sales representatives, 5 service departments and a local staff consisting of designers and project managers. We contracted with several technology companies, hospitals, grocery stores, large retail businesses and major hotel chains.

Project Controls Engineer: *Bechtel Engineering 1993 - 1996*

The City of San Francisco engaged in a \$200 million extension of its underground subway system call the Muni-Metro. The project name was called the "Muni-Metro Turn-back Project", located at the Embarcadero. I worked as a Project Engineer within the Project Controls Division of Bechtel Engineering, who was the main construction management firm overseeing this project. My duties included project cost estimating, scheduling, site inspections and contract management.

ERIC GUTHERTZ

SUPERVISOR,
TRANSFORMATIVE
LEADERSHIP FOR EQUITY
AND EXCELLENCE,
SFUSD

✉ guthertze@sfusd.edu

☎ 415-250-4376

📍 447 17th St. #901,
Oakland, CA, 94612

AWARDS

San Francisco Board of Supervisors
-
Commendation for a career in service of the youth and families of San Francisco 2019

Peer Resources - Changemaker, Awardee 2019

Meritus 10,000 Degrees Foundation - Inspiration Award 2017

Aim High - Educator of the Year 2016

Association of California School Administrator - 2015

Secondary Principal of the Year

San Francisco Mayor's Office - 2014

Mayor's Principal of the Year Award

San Francisco Unified School District Arts Festival Committee - 2013

Dream Catcher Award For Support of Arts Education

Education Foundation -

Northern California Outstanding Teacher of the Year 2002

Santa Clara County Department of Education - Teacher of the Year 1994

California Independent Studies Teacher of the Year 1994

Bill Wilson Center - Roberto Navarro Community Service Award 1993

PROFESSIONAL EXPERIENCE

San Francisco Unified School District, High School LEAD SFUSD
Director of High Schools July 2021 to Current

Member of the SFUSD LEAD division in the role of Director of High Schools. This role includes direct supervision of six SFUSD high schools, ongoing supervision, coaching, and support of school site leaders including principals and assistant principals. In addition, there are multiple departments that this position collaborates with including district Special Education Department, the Budget Office, and ongoing partnership with outside agencies including DCYF and the Mayor's Office.

San Francisco Unified School District, Transformative Leadership for Equity and Excellence (TLEE) SFUSD
Supervisor/Administrator July 2019 to June 2021

Member of the TLEE team, which is made up of six former site principals and assistant principals; job duties include coaching and support of 16 new principals and assistant principals; development and delivery of monthly, equity-centered professional development for all new SFUSD administrators; coaching and professional development are aligned to SFUSD's Eleven Essential Leadership Priorities and follow a rich social justice-focused Scope and Sequence developed by the TLEE team; TLEE is a newly developed and innovative team with the express purpose of developing and retaining student-centered, equity-minded site leaders and to interrupt both the academic gaps that persist in SFUSD and increase the retention of highly qualified and highly trained site leaders.

San Francisco Unified School District, Mission High School 2008 to July 2019
Principal

Develop and lead curriculum changes which allowed the school to significantly increased gains in student achievement and dramatically improve graduation and college acceptance rates, especially for first-generation students; Monitor and allocate all local, state, and federal funds including the QEIA and SIG grants; Administer school budget in excess of 7 million dollars; Lead the Balanced Scorecard accountability system; Design and implement school-wide post-secondary success program; Recruit, hire, and train all faculty and staff; Involve all stakeholders on a regular basis in developing a comprehensive anti-racist vision for student equity and access; Proposed and launched dual enrollment community college courses for Mission students and led the AP-for all students program; Co-developed Community Schools program; Served on the Superintendent's Leadership Development team; Created and led sessions on culturally relevant and equity driven leadership at the all administrator learning academies professional development from 2015-2019; Featured in the book *Mission High: One School, How Experts Tried To Fail It, And The Students And Teachers Who Made It Triumph*

Assistant Principal 2007 to 2008
Managed the master schedule process for 1000 students; Created and led teacher induction program, Oversaw multi-million dollar construction project; Co-facilitated ongoing professional development focused on anti-racist education

Instructional Reform Facilitator 2005 to 2007
Guided curriculum reform and implementation of district and state standards; Coordinated WASC report and accreditation visit; Oversaw pupil services and counseling teams; Facilitated Small School Redesign initiative; mentored and coached all new teachers; Organized all school-wide testing; Designed and facilitated weekly all staff professional development; Advised administration on teacher hiring

English Department Head 2003 to 2005
Planned and facilitated weekly department meetings; Collaborated with administrators on school-wide and departmental issues including master schedules, Managed a \$5,000 department budget

English Teacher 2001 to 2005
Created a literature and composition curriculum for grades nine through eleven, including analysis of multicultural fiction, poetry, and nonfiction; Designed multiple assessment tools for student learning; Created and taught a series of cross-curricular units of study with Social Studies department; Built multi-disciplinary advisory elective courses; Co-designed and taught Reading Advancement Course

Aim High

Director, Summer Programs, Gateway Summer Middle School

Administered daily operations for summer school program with 25 employees and 110 middle school students; Conceptualized the master schedule; Evaluated all teachers, Oversaw program budget; Recruited and hired staff and teachers

San Francisco, CA
2005 to 2008

University of California, Berkeley & San Francisco State University

Supervising Teacher, New Teacher Induction

Mentored and supervised student teachers of the 10th grade English Literature courses at Mission High School.

2002 to 2005

Bill Wilson School for Homeless and Runaway Teens

Teacher-In-Charge

Created, conceived, and implemented a comprehensive junior/senior high school for homeless and runaway youth; Supervised school staff and volunteer tutors

Santa Clara, CA
1992 to 2001

Belvedere Junior High School

Teacher

Developed curriculum and taught multi-cultural literature for grades 7-9; Differentiated instruction for ESL and Reading Remediation courses; Served as teaching team leader for Language Arts, Social Studies, Math and Science core teams

Los Angeles, CA
1988 to 1991

EDUCATION

MA Education 1988

BA English and American Literature 1986

University of California, Los Angeles

CERTIFICATIONS

California Administrative Services Credential

California Single Subject Secondary Clear Teaching Credential, Language Arts

PROJECTS, PUBLICATIONS, AND CONFERENCE PRESENTATIONS

Peer Resources Executive Board Member

Aug. 2020 to Current

Enterprise for Youth

2019 to 2020

Board Member

Mission High School Foundation, Founding Board Member

2013 to 2020

Deloitte Principal Leadership Program, Cohort Member

2015

Stanford University, Principal Fellowship Cohort Member

2011 to 2013

California Writing Project, Fellow

2002

Small School Redesign Initiative Team Leader, Mission High School

2002 to 2003

Team Leader

Published Works:

“Drama Education for At-Risk Teens,” Teaching Tolerance Journal, Southern Poverty Law Center, August 2001

T. Jasmine Dawson
1050 Monfredo Drive, CA 94565
Tel. (510) 393.7736
Email. jasmine1707@yahoo.com

1999 - BA Sociology – San Francisco State University, San Francisco, CA
2005 - MFA English and Creative Writing - Mills College, Oakland, CA

Department of Children, Youth and Families (DCYF) 10/2013 – Present

Deputy Director of City and Community Partnerships

- Provide strategic coordination and collaboration with partners across the City, including establishing relationships with agency and community partners that serve as DCYF's bridge to strengthen the City's commitment to advancing education outcomes for TK-12, the secondary education system through Free City College, and enhancing access to career pathways for teens and transitional age youth across workforce readiness opportunities.
- Lead the Our Children Our Families Council and Students and Families Recovery with Inclusive and Successful Enrichment (SF RISE) Workgroups, including providing coordination support with City leaders and philanthropic partners to resource and fund programs serving children, youth, and their families across the City.
- Provide leadership and expertise on Citywide mental health initiatives, including supporting Trauma Informed Systems and multifocal systems of care for at-risk and systemically marginalized populations.
- Plan, develop and administer complex intra-agency programs and initiatives related to Justice Services, providing subject matter expertise and building a network of services to prevent youth from becoming involved in the justice system and mitigating recidivism rates by collecting and analyzing data to address systemic issues.

Programs and Planning Manager

- Manage Funding Team which includes supervising, coordinating and deploying Funding Team to support service goals, policy efforts, etc. Supervise a Senior Program and Planning Specialist, multiple (Senior) Program Specialists, a Senior Program Specialist focused on Youth Empowerment, a Senior Youth Services Analyst and an Administrative Coordinator.
- Plan and Implement Team Meetings and co-create agendas and co-lead regular Cross Team meetings.
- Check in Regularly with Staff meet regularly with all staff members under supervision to ensure ongoing oversight of their work, communication of key information and regular performance related feedback.
- DCYF's Planning Process: in coordination with other Programs & Planning Managers lead Funding team's participation in DCYF's three-part planning process that includes the Community Needs Assessment (CNA), Services Allocation Plan (SAP) and RFP:
 - Community Needs Assessment: guide and oversee Funding Teams in the collection of qualitative data such as grantee feedback, focus groups and community meetings; lead the process of incorporating collected information into funding priorities and focuses
 - Services Allocation Plan: guide and oversee Funding Teams in developing allocation plan including utilizing the CNA, current investments, best practices and current priorities to generate investment areas, priorities and allocations
 - Request for Proposals: guide and oversee Funding Teams in developing RFP's including for the 5 year funding cycle as well as other investments. Guide and oversee Funding Teams in writing funding requirements and application elements, reviewing and scoring proposals and developing funding recommendations
- Programmatic & Policy Investments:
 - Grant Monitoring: in coordination with other Programs & Planning Managers guide and oversee Funding Team in the monitoring of DCYF's grants, initiatives and other investments including developing and

communicating policies and procedures, monitoring team members' performance and troubleshooting grantee and partner issues

- Quality Improvement and Technical Assistance: in coordination with other Programs & Planning Managers guide and oversee Funding Team in engaging grantees in the quality improvement process including developing program assessments and other site visit protocol and assisting with the planning of technical assistance and capacity building resources
- Develop and Foster Partnerships: Represent DCYF by serving as liaison with partners such as City Departments, SFUSD and external funders. Participate in external meetings and gatherings, build and maintain solid working relationships, identify areas of connection or collaboration with partners and systems and deploy team members as needed to assist with these efforts
- Coordination with Other Managers: work closely with managers from the Funding Teams, Data & Evaluation, Contracts & Compliance, Community Engagement & Communications, Fiscal, IT and Operations teams as well as Senior Staff to ensure coordination and adherence to departmental goals. Participate in Manager and Planning meetings to discuss department strategy, projects and planning efforts, surface collaborative opportunities and work overlaps and ensure that other managers remain abreast of relevant information.

Office of Mayor Edwin M. Lee 10/2012 – 10/2013

Senior Analyst –Violence Prevention Services

- Program Development and Implementation. Managed design and developed implementation of citywide 2-year public safety plan and summer plan.
- Led citywide pilot employment program for at-risk and in-risk youth and young adults. Oversaw educational forum for transitional age youth with multiple citywide agencies.
- Supervised large portfolio of federal and state, law enforcement and criminal/juvenile justice grants. Implemented reporting protocols, grants management activities, and provided oversight of multi-agency partnerships and extensive grant-related performance measures and outcomes tracking.

Department of Children, Youth and Families 11/2011 – 10/2012

Senior Planner & Policy Analyst

- Planned, organized, led and participated in complex sensitive and detailed analytical work in the areas of contract administration, legislative and administrative policy related to violence prevention.
- Supervised large portfolio of federal and state, law enforcement and criminal/juvenile justice grants.
- Supported development of grant opportunities for local viability and alignment with DCYF/CCSF criminal justice/violence prevention priorities. Convened stakeholders as appropriate to vet fundable ideas, write and submit proposals.
- Identified, evaluated, and analyzed issues and problems relating to criminal justice/violence prevention programs and procedures. Presented informed recommendations, and developed and implemented solutions.
- Analyzed legislative, funding, and policy threats, challenges, and opportunities.
- Represented or led on behalf of the department at key policy-making bodies on criminal justice related work.
- Assisted in the creation of program and project evaluation efforts including the development and refinement of program quality standards, outcome indicators, performance measures, and other continuous improvement tools.
- Liaison with relevant regional, state, and national coalitions, research entities, funding networks, and other associations as needed to inform local efforts.
- **Oakland Fund for Children and Youth (OFCY) - Oakland, CA 11/2007 - 11/2011**
Program Analyst II
- Managed online contract management system (Youthservices.net/CitySpan). Reviewed, tracked and provided analysis for OFCY grant funded programs across various strategy areas including youth workforce development. Created multilevel online scope of work forms in partnership with online database management staff, provided data reporting and liaise with independent evaluators.

- Worked collaboratively with community based organizations, youth services agencies and Oakland Unified School District to determine contract needs, monitored activities, made adjustments, and provided analysis for budget and financial review.
- Directed Request for Funding Proposals (RFP) process including working closely with the Planning and Oversight Commission (POC)
- Conducted program, data and site analysis on citywide youth programs including developing documentation and presentation materials.
- Worked collaboratively with City Council and Aides to screen POC candidates.
- Provided analysis and support to POC subcommittee members for Strategic Plan design and development.
- Provided program evaluation support and supplemental analysis.
- Worked collaboratively with various city departments on special projects and management.

West Bay Community Housing Development Corp. – San Francisco, CA 6/2006 -11/2007

Program Director

- Led team in identifying nonprofit housing development funding opportunities. Represented organization as a member of numerous affordable housing coalition advocacy groups throughout San Francisco, Marin and San Mateo counties.
- Sought grant opportunities throughout local and national networks and identified grant funding opportunities for the agency.
- Monitored consultant contract for website redesign, newsletter and other marketing materials.

Oakland Public Library – Oakland, CA 11/2002 -06/2006

Program Analyst I

- Managed foundation and state grants for citywide libraries. Wrote, provided analysis, and monitored foundation and state grant and reports. Provided analysis and supporting reports for City Council agenda reports and resolutions.
- Managed payment requests and personnel paperwork for vendors and graduate library student tuition reimbursements. Provided financial reporting and budget review and analysis.
- Developed and created citywide calendar of events. Collected and distributed multiple library program announcements for events and activities citywide.

LeaderSpring – Oakland, CA 11/2001-3/2003

Program Associate

- Balanced agency budget and monitored financial records. Processed vendor and consultant payments for all contractors, managed personnel paperwork, and worked closely with the Chief Financial Officer for monthly budget reporting and reconciliation.
- Processed study trips for agency's fellows. Arranged flights and processed administrative paperwork and reimbursement receipts. Confirmed travel arrangements with hosting agency for weeklong visits. Collected study plans and provided analysis and managed support staff and volunteers.

SIMONE COMBS

2120 HAVENSCOURT BLVD OAKLAND, CA 94612 • CELL (510) 504-0547-7279 • EMAIL SIMONECOMBS6@GMAIL.COM

OBJECTIVE

To obtain a challenging leadership position where I can apply my experience in systems change, creative problem solving, cross sector collaboration, high quality and strategic communication, project management, contract development and administration, budget development and negotiation, policy execution, marketing campaigns, and mentorship.

EDUCATION

- University of San Francisco, San Francisco, CA, Masters of Public Administration, *Class of 2015*
- Spelman College, Atlanta, GA, Bachelor of Arts in Political Science, *Class of 2011*

EXPERIENCE

Our Children Our Families Council San Francisco, CA, Promoted to Principal Analyst (February 2020 - present) Senior Analyst (November 2016 - February 2020), Council Co-Chaired by SF Mayor and SFUSD Superintendent

- Successfully led baselining, benchmarking, and target setting for 19 quantifiable data metrics that were unanimously approved by the Our Children Our Families Council (city department heads, SFUSD Chiefs, and community based organization and non-profit executives) for improving child and family serving systems. Led complex population, programmatic, legislative, and fiscal analysis to develop, communicate, and implement strategies to improve outcomes for the most marginalized children, youth, and families.
- Regularly manages contracts, grants, and project teams including OCOF's Service Inventory Strategy, Data Outcomes Monitoring and Reporting, Youth Participatory Action Research and Transitional Age Youth Fellowship projects. Regularly leads plans, and directs complex technical projects and analytical work requiring sensitive and strategic communication.
- Engages leadership and key stakeholders to establish and implement a common vision and strategies to improve systems impacting children, youth, and families. Serves as principal in drafting reports, memos, and presentations (such as the OCOF Equity Benchmark Report and UNICEF San Francisco Child Friendly Child Friendly Cities Initiative Report).

San Francisco Human Services Agency (HSA) San Francisco, CA, San Francisco Benefits Network Analyst, April 2016 - November 2016

- Applied strong collaborative, quantitative analysis, and written/oral communications skills to support the rapid and successful front-end integration of two separate public benefits programs, increasing uptake of social services CalFresh and Medi-Cal. Represented team to various leadership and stakeholder bodies such as the SF Food Task Force, HSA Commission, the Southeast Community Facility Commission, non profit groups, and other city departments. Joined and networked with relevant groups and individuals to increase access to knowledge and thought partnership.
- Coordinated six (6) frontline staff communication trainings and two (2) internal competitions resulting in a 15% increase in program applications. Led a marketing campaign reaching roughly 6,000 San Franciscans. Oversaw strategic installation of marketing materials at ten (10) community based organizations. Managed consultants and four (4) public service trainees who provided customer service and clerical support.

San Francisco Public Utilities Commission (SFPUC) San Francisco, CA, External Affairs Contract & Budget Analyst, April 2014- April 2016, Public Service Associate (May 2011- April 2014)

- Managed the competitive bidding process for over thirty (30) highly visible SFPUC External Affairs contracts and grants having scopes related to construction, communication, strategic planning, business services, workforce, education, youth, and low impact design (LID).
- Developed annual and biannual External Affairs Operating Budget proposals. Balanced divisional operating budgets and add-back funds by recommending expenditure plans, distributing quarterly reports, and performing proactive budget fixes in compliance with all relevant ordinances and laws.

U.S. Environmental Protection Agency (EPA) San Francisco, CA, Office of Civil Rights & Tribal Program Office Paid Intern (May 2009- August 2009 and May 2008 - August 2008)

- Regularly turned high volumes of data into easy to understand charts and graphs showing workforce diversity at EPA for senior staff; drafted memos for departmental supervisors on the resource status of federally recognized tribes.

U.S. Congresswoman Barbara Lee Oakland, CA, Ninth Congressional District Intern, May 2008- August 2008

- Frequently greeted special guests, assisted in organizing local congressional events, participated in official appearances.

SKILLS *Salesforce/CRM, AdobePro, Tableau, presentations/memos/factsheets, learned nine electronic systems in five years.*