

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

**Grant Resolution Information Form**  
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **San Francisco Youth Back on TRACK (Treatment to Recovery through Accountability, Collaboration, and Knowledge)**

2. Department: **San Francisco Department of Public Health**

3. Contact Person: **Emily B. Gerber, Ph.D.** Telephone: **(415) 255-3448**

4. Grant Approval Status (check one):

Approved by funding agency

Not yet approved

5. Amount of Grant Funding Approved or Applied for: **\$250,000**

6a. Matching Funds Required: **\$ 62,500**

b. Source(s) of matching funds (if applicable): **San Francisco Department of Public Health General Funds**

7a. Grant Source Agency: **U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance**

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

8. Proposed Grant Project Summary: **Our proposed SF Youth Back on TRACK (Treatment to Recovery through Accountability, Collaboration and Knowledge) will use planning to develop a shared response to juvenile substance use, cross-training and coaching to build core knowledge and skills, and the implementation of best practices in integrated care to serve a total of 130 juveniles with serious risks and co-occurring mental health and substance use disorders discharged from San Francisco's Juvenile Hall and Log Cabin Ranch.**

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

Start-Date: **10/1/2013**

End-Date: **09/30/2015**

10a. Amount budgeted for contractual services: **\$174,825**

b. Will contractual services be put out to bid? **No. The grant funding will be used to expand current services within the SF AIIM Higher Unit at the SF Juvenile Justice Center. AIIM is a successful collaboration among SFJPD, CYF and the Seneca Family of Agencies.**

c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?

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

11a. Does the budget include indirect costs?  Yes  No

b1. If yes, how much?

b2. How was the amount calculated?

c1. If no, why are indirect costs not included?

Not allowed by granting agency

To maximize use of grant funds on direct services

Other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs? **25.20% of salaries**

12. Any other significant grant requirements or comments:

**We respectfully request for approval to accept and expend these funds retroactive to October 1, 2013. This application was delayed by the need for some minor budget revisions and unforeseeable challenges in communicating with the funder, U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance due to the shutdown of the Federal Government.**

**GRANT CODE (Please include Grant Code and Detail in FAMIS): HMCH04-1400**

**\*\*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):

Existing Site(s)

Existing Structure(s)

Existing Program(s) or Service(s)

Rehabilitated Site(s)

Rehabilitated Structure(s)

New Program(s) or Service(s)

New Site(s)

New Structure(s)

14. The Departmental ADA Coordinator 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:

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

Ron Weigelt  
(Name)

Director of Human Resources and Interim Director, EEO, and Cultural Competency Programs  
(Title)

Date Reviewed: \_\_\_\_\_

\_\_\_\_\_  
(Signature Required)

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

Barbara A. Garcia, MPA

(Name)

Director of Health

(Title)

Date Reviewed: \_\_\_\_\_

\_\_\_\_\_  
(Signature Required)