

File Number: 180327  
(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:** Housing Related Parks Fund – 2016 Designated Year
2. **Department:** Mayor's Office of Housing and Community
3. **Contact Person:** John Harris Telephone: 415-701-5610
4. **Grant Approval Status (check one):**  
 Approved by funding agency  Not yet approved
5. **Amount of Grant Funding Approved or Applied for:** \$1,164,500
- 6a. **Matching Funds Required:** \$0  
b. **Source(s) of matching funds (if applicable):** N/A
- 7a. **Grant Source Agency:** California Department of Housing and Community Development  
b. **Grant Pass-Through Agency (if applicable):** N/A
8. **Proposed Grant Project Summary:** Funding will be used for capital improvements to the following three community facilities:
  - Boys & Girls Clubs of San Francisco – Columbia Park (\$214,500): Replacement of entry system, window, gate, driveway and curb for a youth center;
  - Donaldina Cameron House (\$650,000): Replacement of cornices, roof and windows; and repairs to playground surface and basketball courts of a multi-purpose community center; and,
  - Vietnamese Youth Development Center (\$300,000): Renovation of HVAC system and renovation of basement for program space at a youth center.
9. **Grant Project Schedule, as allowed in approval documents, or as proposed:**  
Start-Date: April 1, 2018 End-Date: June 30, 2019
- 10a. **Amount budgeted for contractual services:** \$1,164,500  
b. **Will contractual services be put out to bid?** Yes  
c. **If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?** Yes  
d. **Is this likely to be a one-time or ongoing request for contracting out?** One-time
- 11a. **Does the budget include indirect costs?**  Yes  No  
b1. **If yes, how much?** \$N/A  
b2. **How was the amount calculated?** N/A  
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?**

Department and division overhead associated with project and construction management services.

**12. Any other significant grant requirements or comments:** All grant funds must be requested by April 30, 2019 and expended by June 30, 2019. Grant close-out must occur on or prior to September 30, 2019. Annual reporting required and final closeout report within 60 days of June 30, 2019. Grantee will make a good faith effort to minimize the number of reimbursements requests. Audit records must be kept on file for three years after final payment is received.

**\*\*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 checked="" type="checkbox"/> Existing Structure(s)      | <input type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input checked="" 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:

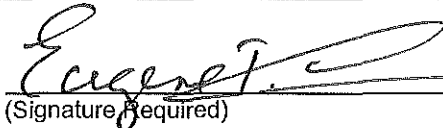
Comments:

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

Eugene Flannery  
(Name)

Environmental Compliance Manager  
(Title)

Date Reviewed: 1-18-17

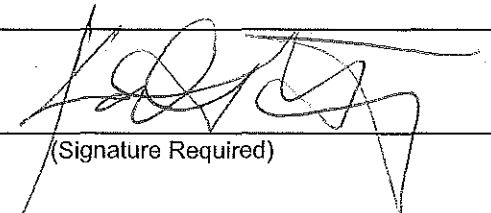
  
(Signature Required)

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

Kate Hartley  
(Name)

Director  
(Title)

Date Reviewed: 1/18/18

  
(Signature Required)