

B-4. Grant Resolution Cover Memo & Checklist

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Carmen Chu, City Administrator
DATE: April 1, 2021
SUBJECT: Accept and Expend Resolution for Subject Grant
GRANT TITLE: Governor's Office of Business and Economic Development Local Equity Grant Funding

Attached please find the original and 4 copies 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: Ken Bukowski, Office of the City Administrator Phone: 415-554-6172

Interoffice Mail Address: City Hall, Room 362

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).

B-5. Grant Resolution Information Form

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: **Governor's Office of Business and Economic Development Local Equity Grant Funding**

2. Department: **City Administrator / Office of Cannabis**

3. Contact Person: **Ken Bukowski** Telephone: **415-554-6172**

4. Grant Approval Status (check one):

Approved by funding agency

Not yet approved

5. Amount of Grant Funding Approved or Applied for: **\$2,055,841.43**

6a. Matching Funds Required: \$

b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: **California Governor's Office of Business and Economic Development**

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

8. Proposed Grant Project Summary: **To support San Francisco's verified equity applicants with technical assistance and start up and ongoing costs associated with commercial cannabis businesses.**

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

Start-Date: **April 15, 2021**

End-Date: **October 31, 2022**

10a. Amount budgeted for contractual services:

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? **Ongoing.**

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

b1. If yes, how much? **\$205,584.**

b2. How was the amount calculated? **10% of the total award per the Grant Agreement.**

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?