



London Breed, Mayor

Department of Human Services  
 Department of Aging and Adult Services  
 Office of Early Care and Education

Trent Rhorer, Executive Director

**MEMORANDUM**

**TO:** AGING & ADULT SERVICES COMMISSION

**THROUGH:** SHIREEN McSPADDEN, EXECUTIVE DIRECTOR

**FROM:** CINDY KAUFFMAN, DEPUTY DIRECTOR  
 JOHN TSUTAKAWA, DIRECTOR OF CONTRACTS *JCT*

**DATE:** DECEMBER 5, 2018

**SUBJECT:** GRANT MODIFICATION: **BAYVIEW HUNTERS POINT MULTIPURPOSE SENIOR SERVICES (NON-PROFIT)** for the provision of **COMMUNITY SERVICES PILOT PROGRAM (CSPP)**

GRANT TERM:	<u>Current</u>	<u>Modification</u>	<u>Revised</u>	<u>Contingency</u>	<u>Total</u>
	1/1/18- 6/30/20	1/1/19- 6/30/20			
TOTAL GRANT AMOUNT:	\$526,075	\$200,000	\$726,075	\$72,607	\$798,682
ANNUAL AMOUNT:	<u>FY 18/19</u>	<u>FY19/20</u>			
	\$269,153	\$338,903			
Funding Source MODIFICATION FUNDING: PERCENTAGE:	<u>County</u>	<u>State</u>	<u>Federal</u>	<u>Contingency</u>	<u>Total</u>
	\$200,000			\$20,000	\$220,000
	100%	0%	0%		

The Department of Aging and Adult Service (DAAS) requests authorization to modify the existing grant agreement with Bayview Hunters Point Multipurpose Senior Services (BHPMSS) for the provision of a community services program pilot for the period of January 1, 2019 to June 30, 2020 in the additional amount of \$200,000 plus a 10% contingency for a total amount not to exceed \$798,682. The purpose of this modification is to enable BHPMSS to expand its community service program pilot to a new site. The new community service programming at the

additional site will continue to focus on reaching and engaging eligible individuals not accessing community services.

### **Background**

Proposition I, passed by San Francisco voters in 2016, established the Dignity Fund (Fund). The Fund exists to help older adults and adults with disabilities that live in their own homes and communities secure and utilize services aimed at maximizing self-sufficiency, safety, health, and independence. The Fund is administered by the Department of Aging and Adult Services (DAAS). The administration of the Fund includes a planning process that began in FY 17/18 and is repeated every fourth fiscal year. The planning process starts with a Community Needs Assessment (DFCNA) and the findings from each DFCNA inform allocation plans for the expenditure of the Fund and any annual contributions to the Fund made by the City. The legislation also creates an Oversight and Advisory Committee (OAC) for the Fund. DAAS and the OAC are responsible for a fair and equitable allocation of the Fund including annual contributions to the fund based on the needs identified in DFCNA.

The FY 17/18 DFCNA highlighted consumers' appreciation for community service programming and the support it provides. It also identified the need to reach eligible individuals who are not accessing services and would benefit from them. RFP #767 was issued to create new community service programming that would reach and appeal to eligible individuals not participating in existing community service programming.

### **Services to be Provided**

BHPMSS will provide new community service activity programming for older adults and/or adults with disabilities living in the City and County of San Francisco and will conduct outreach focused on reaching and engaging eligible consumers not accessing community services due to a lack of awareness, interest, ability, etc. Other reasons may include cultural norms and/or social isolation. BHPMSS will also provide translation and social services during its hours of operation to meet the needs of enrolled consumers.

BHPMSS will have at least one (1.0) full time equivalent (FTE) dedicated to the Community Service Program Pilot funded by this grant agreement to coordinate and deliver programming and the associated service units and to ensure that outcome objectives and reporting requirements are met.

### **Modification**

Beginning January 2019, BHPMSS will expand its community service program pilot to a new site that specializes in serving older adults and adults with disabilities with a history of involvement in the justice system. Programming and services at the new site will be concentrated in building self-sufficiency and acclimating to community living and tailored to the needs of individuals enrolled in the community service program pilot at the new site. Community service programming designed to meet the needs of this specific population and offering it at a site that is familiar and welcoming will encourage program participation and engage individuals that have either been unaware of available community service programming or shied away from it.

Individuals who are enrolled in a San Francisco Adult Probation or San Francisco Sheriff's Department reentry program are not eligible for enrollment in the community service program pilot at the new site.

BHPMSS will serve 125 consumers in FY 18/19 and 250 in FY 19/20 at the new site. Programming at the new site will include social services and activity programming tailored to the needs and interest of enrolled consumers with a history of involvement in the justice system.

For more specific information regarding the service objectives, including the type and number of service units, location of sites, outcome objectives, and budget, please refer to attached Appendices A1, B1 and F1.

**Performance**

BHPMSS was last monitored in June 2018 and was determined to be in compliance with fiscal and programmatic requirements for FY 17/18.

**Selection**

Grantee was selected through RFP #767 issued in August 2017.

**Funding**

This grant will be funded entirely through City and County funds, the Dignity Fund.

**ATTACHMENTS**

Appendix A1-Services to be Provided

Appendix B1- Program Budget

Appendix F1 – Site Chart

**APPENDIX A1  
SERVICES TO BE PROVIDED BY GRANTEE**

**BAYVIEW HUNTERS POINT MULTIPURPOSE SENIOR SERVICES**

**DIGNITY FUND  
COMMUNITY SERVICE PROGRAM PILOT**

**January 1, 2018 – June 30, 2020  
Modified: December 5, 2018**

**I. Purpose of Grant**

The purpose of this grant is to pilot New Community Service Activity Programming for seniors and adults with disabilities living in the City and County of San Francisco, with a particular focus on engaging those eligible individuals who are not currently accessing community service programming offered by the grantee.

**II. Definitions**

Activity Scheduling	A type of service within community service programming. Service units are captured by the number of scheduled activity hours sponsored by the grantee. Activities may include educational presentations, workshops, trainings, cultural events, food bag programs, social events, exercise classes, arts and crafts classes, discussion groups, sports activities, support groups, field trips, and any other group activity that brings people together for education or wellness purposes that help consumers maintain/enhance their level of functioning.
Adult with Disabilities	A person who is 18 to 59 years of age living with a disability
CA.GetCare	A web-based application that provides specific functionalities for contracted agencies to use to perform consumer intake/assessment/enrollment, record service objectives, run reports, etc.
CARBON	Contracts Administration, Reporting and Billing On Line System
City	City and County of San Francisco, a municipal corporation.
Communities of Color	Persons who identified with a race or ethnicity other than non-Hispanic White
Controller	Controller of the City and County of San Francisco or designated agent.
CSPP	Community Service Program Pilot
DAAS	Department of Aging and Adult Services
Dignity Fund	The City and County of San Francisco, City Charter, Sections 16.128-1 through 16.128-12. Monies in the Fund

	shall be used to expend by DAAS solely to help seniors and adults with disabilities secure and utilize the services and support necessary to age with dignity in their own homes and communities.
Dignity Fund Community Needs Assessment (DFCNA)	A community needs assessment report required every four years by the City Charter Amendment for the Fund. The findings from each DFCNA inform an allocation plan for the expenditure of the Fund. The first DFCNA was completed in fiscal year 2017-2018.
Disability	A condition attributable to mental, cognitive or physical impairment, or a combination of mental, cognitive and physical impairments including hearing and visual impairments, that results in substantial functional limitations in one (1) or more of the following areas of major life activity: a) Self-care: Activities of Daily Living (ADL), and Instrumental Activities of Daily Living (IADL); b) Capacity for independent living and self-direction; c) Cognitive functioning, and emotional adjustment.
Enhanced Outreach	A type of service within community service programming. Service units are captured by providing more formal outreach efforts and enhanced services to support the outreach efforts. Examples of this may include working with a community collaborative group, designing and implementing an outreach plan for an underserved area, problem-solving certain barriers to service, i.e., safety issues, transportation needs, etc.
Fund	Dignity Fund
Grantee	Bayview Hunters Point Multipurpose Senior Services
Low Income	Having income at or below 300% of the federal poverty line defined by the federal Bureau of the Census and published annually by the U.S. Department of Health and Human Services. This is only to be used by consumers to self-identify their income status, not to be used as a means test to qualify for the program.
New Activity Scheduling Hours	Activity scheduling hours for new community service activity programming/program
New Community Service Activity Programming/Program (NCSAP)	Community service activity programming/program never before offered by the grantee as part of its regular and ongoing programming and activity scheduling and/or funded by DAAS.
OAC	Dignity Fund Oversight and Advisory Committee
OCM	Office of Contract Management, Human Services Agency
Older Adult	Person who is 60 years of age or older; used interchangeably with the term "Senior"
SEOP	Senior Ex-Offender Program Site at Bayview Hunters Point Multipurpose Senior Services
Senior	Person who is 60 years of age or older; used interchangeably with the "Older Adult"
SF-HSA	Human Services Agency of the City and County of San Francisco

Social Services /Other	A type of service within community service programming. Service units are captured by providing one-to-one assistance for individuals to enable them to resolve problems. Assistance may include information and referral, forms/application completion, home visits, medical escort services, and emotional support by phone or in person.
SOGI	Sexual Orientation and Gender Identity; Ordinance No. 159-16 amended the San Francisco Administrative Code to require City departments and contractors that provide health care and social services to seek to collect and analyze data concerning the sexual orientation and gender identity of the clients they serve (Chapter 104, Sections 104.1 through 104.9.)
Translation Service	A type of service within community service programming. Service units are captured by the number of hours of translation assistance provided to consumers that cannot speak/read English. In addition, Translation may also include the use of American Sign Language, Braille, or Teleprompting. Translation services may include translation of forms, letters, applications, phone calls, etc. for an individual. It can also include written translation from English of monthly activity calendars, flyers, and verbal translation for group announcements ; presentations, etc.
Unduplicated Consumer (UDC)	An older adult or adult with disabilities participating in the community service program pilot provided by the grantee and reflected in CA. Get Care through program enrollment.
Unit of Service	One hour of service

### III. Target Population

This grant will serve older adults and adults with disabilities living in the City and County of San Francisco with a particular focus on reaching and engaging eligible individuals who are not currently accessing community services programming offered by the Grantee. Additional target priorities may include members of a population with one or more of the following equity factors identified in the Dignity Fund Community Needs Assessment.

- Social Isolation
- Low Income
- Limited or No English Speaking Proficiency
- Communities of Color
- Sexual Orientation and Gender Identity

#### IV. Description of Services

1. The grantee will provide New Community Service Activity Programming (NCSAP). NCSAP may be offered by the grantee and/or its subcontractors at the grantee's community center and/or in the community. NCSAP will include weekly scheduled wellness, educational and/or exercise classes/workshops for seniors and adults with disabilities at the location(s) identified in Appendix F. NCSAP will focus on the needs and/or expressed desire(s) of the target population as it relates to their physical, social, psychological, economic, educational, recreational, and/or creative well-being. All NCSAP will be aimed at maintaining or improving the welfare of the target population and subject to DAAS approval. The grantee will provide DAAS with an outline and/or activity calendar detailing the days, times, and description of the NCSAP provided through this grant agreement. Significant changes in the type of class/workshop offered and/or frequency will be communicated to DAAS in writing and are also subject to DAAS approval. Changes in the scheduling of classes/workshops that use equipment funded by this grant agreement as a capital expense must also be communicated to DAAS in writing and are subject to DAAS approval.
2. The grantee will conduct enhanced outreach aimed at reaching the target populations. Enhanced outreach will be conducted by the grantee through more than one mode. Examples of outreach include providing information and promoting the community service program pilot at community events and meetings, at senior housing sites, in newsletters/publications, on social media as appropriate, and on the grantee's website(s).
3. The grantee will provide social and translation services as needed to support the community service program pilot and/or as needed by the target population to meet their needs.
4. In fiscal year 2018/2019, the grantee will provide New Community Service Activity Programming at their Senior Ex-Offender Program site (SEOP). Programming and services at the SEOP site will be tailored to seniors and adults with disabilities living in the City who are within the target population and have a history of involvement with the justice system. Programming and services at the SEOP site will be concentrated in building self-sufficiency and acclimating to community living. Individuals who are enrolled in a San Francisco Adult Probation or San Francisco Sheriff's Department reentry program are not eligible for enrollment in the community service program pilot at the SEOP site.
5. Activity scheduling at the SEOP site will include at least two (2) one-hour group sessions each week focused on self-sufficiency and/or topics pertinent to successful reintegration and community living such as employment, resume building and job interview skills, adult education, health issues, recovery groups financial management, and technology. Attendance at the weekly groups will be tracked by the grantee.

6. The grantee will have at least one (1.0) full time equivalent (FTE) of which at least 0.75 will be a single employee whose work time and job description is dedicated to coordinating and delivering NCSAP and the associated service units, ensuring outcome objectives are obtained, and that reporting requirements are met.
7. The grantee shall ensure adequate and culturally competent staffing (paid and/or volunteer) to administer the program, deliver quality services to meet the needs of the consumer, and adhere to all the program standards.
8. The grantee will be compliant with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) privacy and security rules.
9. Grantee will have policy and procedures that are compliant with local/city, state, and federal regulatory agencies, including the DAAS-OOA policy memoranda manual.
10. Grantee will ensure that units of service provided through this grant agreement are tracked and distinguishable within each type of community service programming.

#### **V. Location and Time of Services**

The details of the sites and operation hours are as attached in the Site Chart, (Appendix F1).

#### **VI. Service Objectives**

On an annual basis, the grantee will meet the following service objectives in its New Community Service Activity Programming:

Grantee will enroll at least the number of unduplicated consumers and provide the units of service detailed in Table A (see below).



<b>Table A - Service Objective Summary Table</b>								
	<b>*FY 17/18</b>	<b>FY 18/19</b>	<b>Modification</b>	<b>Revised</b>	<b>FY 19/20</b>	<b>Modification</b>	<b>Revised</b>	<b>3 Year Total</b>
Number of Unduplicated Consumers	150	500	125	625	500	250	750	1525
Number of New Community Service Activity Programs	6	15	1	16	15	1	16	38
Number of New Activity Scheduling Hours	600	1800	100	1900	2400	200	2600	5100
Number of Enhanced Outreach Hours	150	250	50	300	250	100	350	800
Number of Social Service/Other Hours	60	120	625	745	120	1250	1370	2175
Number of Translation Service Hours	260	520	0	520	520	0	520	1300
*FY 17/18 is 6 months only, 1/1/18-6/30/18								

One (1) Unit = One (1) hour of service provision

- In FY 2018/2019, 80% or more of the social services hours will be provided to consumers enrolled in NCSAP at the SEOP site.
- In FY 2018/2019, 15% or more of the enhanced outreach hours will be dedicated to reaching seniors and adults with disabilities living in the City who have a history of involvement in the justice system.
- In FY 2019/2020, 90% or more of the social services hours will be provided to consumers enrolled in in NCSAP at the SEOP site.
- In FY 2018/2019, 25% or more of the enhanced outreach hours will be dedicated to reaching seniors and adults with disabilities living in the City who have a history of involvement in the justice system.

## VII. Outcome Objectives

On an annual basis, the grantee will meet the following Outcome Objectives for the NCSAP pilot at the **Dr. George W. Davis, Rosa Parks, and Western Addition program sites:**

1. In year one of this grant agreement, at least 65% of unduplicated consumers registered in the NCSAP pilot will have never before accessed community services offered by grantee.
2. In year two and each subsequent year of this grant agreement, at least 40% of the unduplicated consumers registered in the NCSAP pilot will have never before accessed community services offered by grantee.

3. At least 40% of the unduplicated consumers registered in the NCSAP will be returning consumers in year two (2) and each subsequent year of this of this grant agreement.
4. At least 50% of the surveyed consumers will report learning of new services available to seniors and/or adults with disabilities. \*
5. At least 50% of the surveyed consumers will attribute an increase in community and neighborhood engagement to their participation in the new community service program pilot. \*
6. At least 50% of the surveyed consumers will attribute an increase in their physical activities and/or quality of life to their participation in the NCSAP pilot. \*

*\*Based on a survey created by the grantee with input from DAAS and a sample size of at least 60% of the enrolled unduplicated consumer.*

The modification adds the following Outcome Objectives for the NCSAP pilot at the **SEOP site:**

7. In FY 18/19, at least 65% of unduplicated consumers registered in the NCSAP pilot at the SEOP site will have never before accessed community services offered by grantee.
8. In FY 19/20, at least 40% of unduplicated consumers registered in the NCSAP pilot at the SEOP site will have never before accessed community services offered by grantee.
9. At least 40% of the unduplicated consumers registered in the NCSAP at the SEOP site will be returning consumers in FY 19/20 each subsequent year of this of this grant agreement.
10. At least 50% of the unduplicated consumers enrolled in the NCSAP at the SEOP site who engage in the weekly group sessions offered by the grantee as described in the Description of Services will participate at least once per month.

#### **VIII. Reporting Requirements**

1. Grantee will provide a monthly report of activities as described in Section IV and VI. Grantee will enter the monthly metrics in the CARBON database by the 15th of the following month.

2. Grantee will enroll consumers into the program funded through this grant agreement by entering the consumer data obtained from consumers using the DAAS provided or DAAS approved intake form into the CA. Get Care database in accordance to DAAS policy.
3. Grantee will enter into the Ca. Get Care Service Unit section all the units of service by the 5th working day of the month for the preceding month.
4. Grantee will enter monthly reports into the CARBON database system that includes the following information:
  - Number of unduplicated consumers served during the month.
  - Number of community service hours within each of the categories stated in Section VI. -Service Objectives of this Appendix A.
5. Grantee will provide an annual report summarizing the contract activities, referencing the tasks as described in Section VI & VII - Service Objectives and Outcome Objectives, respectively. This report will also include accomplishments and challenges encountered by the Grantee. Grantee will enter the annual metrics in the CARBON database by the 15th of the month following the end of the program year.
6. Grantee shall issue a fiscal closeout report at the end of the fiscal year. The report is due to HSA no later than July 31 each grant year. This report must be submitted in the CARBON system. Additional reports may be requested and required at other points during the fiscal year.
7. Grantee will provide an annual consumer satisfaction survey report to DAAS by March 15 each grant year or a mutually agreed upon date between DAAS and the Grantee.
8. Grantee shall develop and deliver an annual summary report of SOGI data collected in each grant year as requested by HSA. The due date for submitting the annual summary report is no later than July 10 each grant year.
9. Grantee shall develop and deliver ad hoc reports as requested by HSA and/or DAAS.

For assistance with reporting requirements or submission of reports, contact:

[steve.kim@sfgov.org](mailto:steve.kim@sfgov.org)

Contract Manager, Office of Contract Management

Or

[tiffany.kearney@sfgov.org](mailto:tiffany.kearney@sfgov.org)  
Dignity Fund Program Analyst  
Department of Aging and Adult Services

## **IX. Monitoring Activities**

- A. Program Monitoring: Program monitoring will include review of compliance to specific program standards or requirements; consumer eligibility and any targeted mandates, back up documentation for the units of service and all reporting including the log of service units which is based on the service provision hours; sign-in sheets of consumers who participated in services, and progress of service and outcome objectives; how consumer records are collected and maintained; reporting performance including monthly service unit reports on CA.GetCare, maintenance of service unit logs; agency and organization standards, which include current organizational chart, evidence of provision of training to staff regarding the Elder Abuse Reporting, evidence that program staff have completed Security Awareness Training; program operation, which includes a review of a written policies and procedures manual of all DAAS funded programs, written project income policies if applicable, grievance procedure posted in the center/office, and also given to the consumers who are homebound, hours of operation are current; a board of director list and whether services are provided appropriately according to Sections IV, V, VI, and VII.
- B. Fiscal Compliance and Contract Monitoring: Fiscal monitoring will include review of the Grantee's organizational budget, the general ledger, quarterly balance sheet, cost allocation procedures and plan, State and Federal tax forms, audited financial statement, fiscal policy manual, supporting documentation for selected invoices, cash receipts and disbursement journals. The compliance monitoring will include review of Personnel Manual, Emergency Operations Plan, Compliance with the Americans with Disabilities Act, subcontracts, and MOUs, and the current board roster and selected board minutes for compliance with the Sunshine Ordinance.

**HUMAN SERVICES AGENCY BUDGET SUMMARY  
BY PROGRAM**

**Bayview Senior Services**

Term  
1/1/18 - 6/30/20

7 (Check One) New  Renewal  Modification  X  
 8 If modification, Effective Date of Mod: 7/1/18 No. of Mod: 1

9 Program: Community Service Program Pilot

10 Budget Reference Page No (s)		1/1/18 - 6/30/18	7/1/2018 - 6/30/2019	Modification	Revised	7/1/19 - 6/30/20	Modification	Revised	Total	
11	Program Term	6/30/18	6/30/2019			6/30/20				
12	Expenditures									
13	Salaries & Benefits	\$68,380	\$136,760	\$48,097	\$184,857	\$136,760	\$96,194	\$232,954	\$486,191	
14	Operating Expense	\$19,560	\$48,720	\$10,015	\$68,735	\$48,720	\$23,830	\$72,550	\$150,845	
15	Subtotal	\$87,940	\$185,480	\$58,112	\$243,592	\$185,480	\$120,024	\$305,504	\$637,036	
16	Indirect Percentage	10%	10%	12%	10%	10%	12%	11%	11%	
17	Indirect Cost (Line 16 X Line 15)	\$8,794	\$18,548	\$7,013	\$25,561	\$18,548	\$14,851	\$33,399	\$67,754	
18	Capital Expenditure	\$21,285	\$0	\$0	\$0	\$0	\$0	\$0	\$21,285	
19	Total Expenditures	\$118,019	\$204,028	\$65,125	\$269,153	\$204,028	\$134,875	\$338,903	\$726,075	
20	HSA Revenues									
21	General Fund	\$118,019	\$204,028	\$65,125	\$269,153	\$204,028	\$134,875	\$338,903	\$726,075	
22										
23										
24										
25										
26										
27										
28										
29	TOTAL HSA REVENUES	\$118,019	\$204,028	\$65,125	\$269,153	\$204,028	\$134,875	\$338,903	\$726,075	
30	Other Revenues									
31										
32										
33										
34										
35										
36	Total Revenues	\$118,019	\$204,028	\$65,125	\$269,153	\$204,028	\$134,875	\$338,903	\$726,075	
37	Full Time Equivalent (FTE)	2.65	2.65	1.50	4.15	2.65	1.50	4.15		
39	Prepared by: Cathy Davis									12/5/2018
40	HSA-CO Review Signature:									
41	HSA #1									

Salaries & Benefits Detail

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	
																	TOTAL
1																	
2																	
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Annual Full Time Salary for FTE  
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 Budgeted Salary  
 Modification  
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 1/1/18 - 6/30/18  
 7/1/2018 - 6/30/2019  
 7/1/19 - 6/30/20  
 1/1/18-6/30/2020  
 12/5/2018



Program Expenditure Detail

	A	B	C	D	E	F
1	Program: Community Service Program Pilot					
2	Bayview Senior Services					
3						
4						
5						
6						
7						
8	TOTAL					
9	EQUIPMENT	TERM	1/1/18 - 6/30/18	7/1/2018 - 6/30/2019	7/1/19 - 6/30/20	1/1/18 - 6/30/20
10	No.	ITEM/DESCRIPTION				
11		Steel Drum sets	\$ 20,485			\$ 20,485
12		Computer for Special Programs Coord	\$ 800			\$ 800
13						
14						
15						
16						
17						
18						
19	TOTAL EQUIPMENT COST		\$ 21,285			\$ 21,285
20						
21	R E M O D E L I N G					
22	Description:					
23						
24						
25						
26						
27						
28	TOTAL REMODELING COST					
29						
30	TOTAL CAPITAL EXPENDITURE		\$ 21,285			\$ 21,285
31	(Equipment and Remodeling Cost)					
32	HSA #4					12/5/2018



Date: 12/05/2018		Appendix F1 -SITE CHART		(FY: 7/1/2018-6/30/2019)	
AGENCY: Bayview Hunters Point Multipurpose Senior Services					
CONTRACT MAILING ADDRESS: 1753 Carroll St., San Francisco, CA 94124			Agency's web site: <a href="https://bhpmss.org/">https://bhpmss.org/</a>		
DIRECTOR: Cathy Davis, MSW, Executive Director				PHONE NO.: 415-822-1444	
<b>Program:</b> Community Service Program Pilot					
<b>Total Annual # of UDC = 625</b>		<b>UDC/Site = 130</b>	<b>UDC/Site = 200</b>	<b>UDC/Site = 170</b>	<b>UDC/Site = 125</b>
<b>SITES: Name of Site</b>		Rosa Parks Senior Center	Western Addition Senior Center	Dr. George Davis Senior Center	SEOP
<b>Address and Zip</b>		1111 Buchanan St. San Francisco, CA 94110	1390 1/2 Turk. St. San Francisco CA 94110	1753 Carroll St. San Francisco, CA 94124	5600-A Third Street San Francisco, Ca 94124
<b>Phone Number</b>		415-292-3474	415-921-7805	415-822-1444	415-504-3389
<b>Fax Number</b>		NA	NA	415-822-5327	NA
<b>Neighborhood</b>		Western Addition	Western Addition	Bayview Hunters Point	Bayview Hunters Point
<b>Supervisorial District No.</b>		5	5	10	10
<b>Bus Line #</b>					
<b>Person in Charge:</b>		Domesha Landers, Director	Robin Bill, Director	Linda Mack-Burch, Director	Ceyante Pennix, Director
<b>Site Manager/Coordinator</b>		Michael Bennett	Michael Bennett	Michael Bennett	Ceyante Pennix, Director
<b>Additional Programs Offered at Site</b>		Arts & Crafts, Computer Classes, Health Education, Food Giveaways, Exercise, Trips, Special Events, Housing Assistance, Cong Meals	Always Active, Arts & Crafts, Computer Classes, Health Education, Food Giveaways, Exercise, Choir, Music Events, Trips, Special Events, ADRC site, Cong Meals	Always Active, Arts & Crafts, Brown Bag, Computer Classes, Health Education, Food Giveaways, Exercise, Choir, Music Events, Trips, Special Events, ADRC site, Cong Meals	Social Services for senior and disabled ex-offenders, group sessions & counseling
<b>Days Open</b>		X Mon X Tues X Wed X Thurs X Fri	X Mon X Tues X Wed X Thurs X Fri	X Mon X Tues X Wed X Thurs X Fri	X Mon X Tues X Wed X Thurs X Fri
<b>Hours Open</b>		9:00a.m. - 5:00p.m., M-F 9:00a.m. - 4:00 p.m., Sat	9:00a.m. - 5:00p.m., M-Sat 9:00a.m. - 4:00 p.m., Sun	9:00a.m. - 5:00p.m., M-W-F 8:00a.m. - 8:00 p.m., T & Th 9:00a.m. - 4:00p.m. Sat	9:00a.m. - 5:00p.m., M-F
<b>Hours of New Community Service Activity Programming (NCSAP)</b>		10:00a.m. - 3:00p.m., M-F 2 evenings variable 9:00a.m. - 4:00 p.m., Sat	10:00a.m. - 3:00p.m., M-F 2 evenings variable 9:00a.m. - 4:00 p.m., Sat	9:00a.m. - 5:00p.m., M-F 5:00p.m. - 8:00 p.m., T & Th 10:00a.m. - 11:00a.m. Sat	9:00a.m. - 5:00p.m., M-F
<b>Total number of Service Days</b>		299	299	299	250
<b>DAAS Funded Meal Service (Yes/No)</b>		Yes	Yes	Yes	No
<b>Number of Service Days Closed</b>		11	11	11	11
<b>Days Closed (list holidays closed)</b>		New Year's Day, Martin Luther Kind Jr., Veterans Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day+one	5 days/ year - 5th Saturday	New Year's Day, Martin Luther Kind Jr., Veterans Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day+one	New Year's Day, Martin Luther Kind Jr., Veterans Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day+one
<b>ADA Accessible</b>		X Yes No	X Yes No	X Yes No	X Yes No

FY: 7/1/2018-6/30/2019

Date: 12/05/2018		Appendix F1 -SITE CHART		(FY: 7/1/2019-6/30/2020)	
AGENCY: Bayview Hunters Point Multipurpose Senior Services					
CONTRACT MAILING ADDRESS: 1753 Carroll St., San Francisco, CA 94124			Agency's web site: <a href="https://bhpmss.org/">https://bhpmss.org/</a>		
DIRECTOR: Cathy Davis, MSW, Executive Director			PHONE NO.: 415-822-1444		
<b>Program:</b> <b>Community Service Program Pilot</b>					
<b>Total Annual # of UDC = 750</b>		<b>UDC/Site = 130</b>	<b>UDC/Site = 200</b>	<b>UDC/Site = 170</b>	<b>UDC/Site = 250</b>
<b>SITES: Name of Site</b>		Rosa Parks Senior Center	Western Addition Senior Center	Dr. George Davis Senior Center	SEOP
<b>Address and Zip</b>		1111 Buchanan St. San Francisco, CA 94110	1390 1/2 Turk. St. San Francisco CA 94110	1753 Carroll St. San Francisco, CA 94124	5600-A Third Street San Francisco, Ca 94124
<b>Phone Number</b>		415-292-3474	415-921-7805	415-822-1444	415-504-3389
<b>Fax Number</b>		NA	NA	415-822-5327	NA
<b>Neighborhood</b>		Western Addition	Western Addition	Bayview Hunters Point	Bayview Hunters Point
<b>Supervisory District No.</b>		5	5	10	10
<b>Person in Charge:</b>		Dornesha Landers, Director	Robin Bill, Director	Linda Mack-Burch, Director	Ceyante Pennix, Director
<b>Site Manager/Coordinator</b>		Michael Bennett	Michael Bennett	Michael Bennett	Ceyante Pennix, Director
<b>Additional Programs Offered at Site</b>		Arts & Crafts, Computer Classes, Health Education, Food Giveaways, Exercise, Trips, Special Events, Housing Assistance, Cong Meals	Always Active, Arts & Crafts, Computer Classes, Health Education, Food Giveaways, Exercise, Choir, Music Events, Trips, Special Events, ADRC site, Cong Meals	Always Active, Arts & Crafts, Brown Bag, Computer Classes, Health Education, Food Giveaways, Exercise, Choir, Music Events, Trips, Special Events, ADRC site, Cong Meals	Social Services for senior and disabled ex-offenders, group sessions & counseling
<b>Days Open</b>		X Mon X Tues X Wed X Thurs X Fri X Sat Sun	X Mon X Tues X Wed X Thurs X Fri X Sat X Sun	X Mon X Tues X Wed X Thurs X Fri X Sat Sun	X Mon X Tues X Wed X Thurs X Fri Sat Sun
<b>Hours Open</b>		9:00a.m. - 5:00p.m., M-F 9:00a.m. - 4:00 p.m., Sat	9:00a.m. - 5:00p.m., M-Sat 9:00a.m. - 4:00 p.m., Sun	9:00a.m. - 5:00p.m., M-W-F 8:00a.m. - 8:00 p.m., T & Th 9:00a.m. - 4:00p.m. Sat	9:00am - 5:00pm M-F
<b>Hours of New Community Service Activity Programming (NCSAP)</b>		10:00a.m. - 3:00p.m., M-F 2 evenings variable 9:00a.m. - 4:00 p.m., Sat	10:00a.m. - 3:00p.m., M-F 2 evenings variable 9:00a.m. - 4:00 p.m., Sat	9:00a.m. - 5:00p.m., M-F 5:00p.m. - 8:00 p.m., T & Th 10:00a.m. - 11:00a.m. Sat	9:00a.m. - 5:00p.m., M-F
<b>Total number of Service Days</b>		299	299	299	250
<b>DAAS Funded Meal Service (Yes/No)</b>		Yes	Yes	Yes	No
<b>Number of Service Days Closed</b>		11	11	10	11
<b>Days Closed (list holidays closed)</b>		New Year's Day, Martin Luther Kind Jr., Veterans Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day+one	New Year's Day, Martin Luther Kind Jr., Veterans Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day+one	New Year's Day, Martin Luther Kind Jr., Veterans Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day+one	New Year's Day, Martin Luther Kind Jr., Veterans Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day+one
<b>ADA Accessible</b>		X Yes No	X Yes No	X Yes No	X Yes No

**FY: 7/1/2019-6/30/2020**