



**MEMORANDUM**

**TO:** ADULT & AGING SERVICES COMMISSION

**THROUGH:** SHIREEN McSPADDEN, EXECUTIVE DIRECTOR

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

**DATE:** JUNE 5, 2019

**SUBJECT:** NEW GRANT: SAN FRANCISCO LGBT COMMUNITY CENTER (NON-PROFIT) TO PROVIDE SMART MONEY FINANCIAL COACHING FOR LGBTQ OLDER ADULTS & ADULTS WITH DISABILITIES

**GRANT TERM:** 7/1/19-6/30/23

<b>GRANT AMOUNT:</b>	New	Contingency	Total
	\$268,352	\$26,835	\$295,187

<b>ANNUAL AMOUNT:</b>	FY 19/20	FY20/21	FY21/22	FY22/23
	\$67,088	\$67,088	\$67,088	\$67,088

	<u>County</u>	<u>State</u>	<u>Federal</u>	<u>Contingency</u>	<u>Total</u>
<b>Funding Source</b>					
<b>FUNDING:</b>	\$268,352			\$26,835	\$295,187
<b>PERCENTAGE:</b>	100%			100%	

The Department of Aging and Adult Services (DAAS) requests authorization to enter into a grant with San Francisco LGBT Community Center for the period of July 1, 2019 to June 30, 2023, in an amount of \$268,352 plus a 10% contingency for a total amount not to exceed \$295,187. The purpose of the grant is to provide financial coaching services to older adults and/or adults with disabilities who self-identify as LGBTQ and request such services. The financial coaching services offered are aimed at helping individuals manage their finances, achieving positive financial outcomes and improving financial well-being.

## **Background**

Proposition I, passed by the City and County of San Francisco voters on November 8, 2016, established the Dignity Fund (Fund). The Fund exists to help older adults and adults with disabilities age with dignity in their communities and secure and utilize services that contribute to their well-being.

The City Charter Amendment for the Fund created an initial baseline funding level and requires the City to increase funding each year through FY 26/27 to address unmet and emerging needs of older adults and adults with disabilities. It also outlines a four year planning cycle starting with a Community Needs Assessment (DFCNA) in FY17/18. The first DFCNA was completed in March 2018. In FY 17/18 and during the DFCNA process, additional dollars were allocated to the Fund as prescribed in City Charter Amendment to address unmet and emerging needs.

DAAS, with input from the Oversight and Advisory Committee (OAC) for the Fund, developed a FY 17/18 allocation plan for the additional funding based on known areas of need. The plan included a LGBTQ-Financial Literacy and Planning initiative. The initiative stemmed from the “LGBT Aging at the Golden Gate: San Francisco Policy Issues and Recommendations” published by the San Francisco LGBT Aging Policy Task Force in March of 2014. The report revealed that LGBT older adults struggle with low incomes and poor financial literacy. The report recommended the implementation of financial literacy training services targeting the LGBT older adult community. To address the recommendation effectively and deliver quality services, DAAS collaborated with the San Francisco Office of Financial Empowerment (SF-OFE) in FY 17/18 to add Smart Money Coaching to the portfolio of DAAS services.

Smart Money Coaching is a SF-OFE program that provides free, confidential one-on-one financial coaching in partnership with nonprofit financial coaching providers. DAAS and SF-OFE will remain collaborative partners and continue to provide Smart Money Coaching to LGBTQ older adults and adults with disabilities living in San Francisco.

## **Services to be Provided**

The Grantee will be the nonprofit community based organization partnering with SF-OFE and DAAS to provide the Smart Money Coaching program to the LGBTQ community of older adults and adults with disabilities living in San Francisco. Through the Smart Money Coaching program, the Grantee will provide free, confidential, one-on-one financial coaching services to help individuals manage their finances and achieve financial goals through the program. The Smart Money Coaching program includes assessing individual financial situations, identifying financial needs, creating action plans to resolve financial issues, and developing strategies to meet individuals’ financial goals.

## **Selection**

Grantee was selected through Request for Proposals #809, which was competitively bid in February 2019.

**Funding**

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

**ATTACHMENTS**

Appendix A – Scope of Services

Appendix B – Program Budget

Appendix F – Site Chart

**Appendix A – Services to be Provided  
San Francisco LGBT Community Center  
Smart Money Coaching  
July 1, 2019 – June 30, 2023**

**I. Purpose**

The purpose of the grant is to offer free and confidential one-on-one financial coaching to older adults and/or adults with disabilities who self-identify as LGBTQ and live in the City and County of San Francisco through Smart Money Coaching. Smart Money Coaching is a financial coaching program managed by the San Francisco Office of Financial Empowerment (SF-OFE) and is intended to help individuals manage their finances and achieve their financial goals. DAAS and SF-OFE are collaborating to offer the Smart Money Coaching program to the target population.

**II. Definitions**

Adult with a Disability	A person 18 years of age or older 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.
Client	An older adult or adult with a disability who has received one-on-one financial coaching provided by the Grantee through the Smart Money Coaching program and reflected in CA.GetCare through client enrollment, used interchangeably with “unduplicated consumer.”
Coaching Site/Coaching Site Partner	A community partner that provides services to the target population and/or has the capacity to refer the target population to the grantee for Smart Money Coaching. The coaching site partner provides the physical space for Smart Money Coaching appointments and helps attract and refer clients to the Smart Money Coaching program.
Communities of Color	Persons who identify with a race or ethnicity other than non-Hispanic White.
Controller	Controller of the City and County of San Francisco or designated agent.
DAAS	Department of Aging and Adult Services.
Dignity Fund/ Fund	The City and County of San Francisco, City Charter, Sections 16.128-1 through 16.128-12. DAAS will expend monies in the Fund 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 FY17/18.
Disability	Mental, cognitive and/or physical impairments, including hearing and visual impairments, that result in substantial functional limitations in one (1) or more of the following areas of major life activity: self-care, receptive and expressive language, learning, mobility, and self-direction, capacity for independent living, economic self-sufficiency, cognitive functioning, and emotional adjustment.
FICA	Federal Insurance Contribution Act.
FICO	Credit Score developed by the company Fair Isaac Corporation.
Financial Coach	An individual certified to provide financial coaching by a financial accreditation organization. Acceptable certifying agencies include but are not limited to the Association for Financial Counseling and Planning Education (AFCPE), the National Association of Certified Credit Counselors (NACC), and the National Foundation for Credit Counseling (NFCC).
Financial Coaching	For the purpose of this grant agreement, a certified financial coach will work with a client enrolled in the Smart Money Coaching program to assess their current financial situation and identify their personal financial goals. Subsequently, the coach will develop a customized action plan for the client and provide support along the way to achieve their goals and improve their financial stability.
Grantee	San Francisco LGBT Community Center.
LGBT/LGBTQ+	An acronym/term used to refer to persons who self-identify as non-heterosexual and/or whose gender identity does not correspond to their birth sex. This includes, but is not limited to, lesbian, gay, bisexual, transgender, genderqueer, and gender non-binary.
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.
OAC	Dignity Fund Oversight and Advisory Committee.
OCM	Office of Contract Management, Human Services Agency.
OFE / SF-OFE	Office of Financial Empowerment, City and County of San

	Francisco Office of the Treasurer and Tax Collector.
Older Adult	Person who is 60 years of age or older; used interchangeably with “senior.”
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.
Smart Money Coaching	A program of the San Francisco Office of Financial Empowerment that provides free, confidential one-on-one financial coaching in partnership with a nonprofit financial coaching provider.
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(consumers) they serve. (Chapter 104, Sections 104.1 through 104.9).
Unduplicated Consumer/Consumer (UDC)	An older adult or adult with a disability who has received one-on-one financial coaching provided by the Grantee through the Smart Money Coaching program and reflected in CA.GetCare through consumer enrollment, used interchangeably with “client.”

### III. Target Population

This grant will serve older adults and adults with disabilities living in the City and County of San Francisco who self-identify as LGBTQ. Additional target priorities 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

### IV. Eligibility for Program Enrollment

1. A resident of San Francisco; and
2. A person who is an older adult or an adult with a disability.

### V. Description of Services

1. Grantee will provide free, confidential one-on-one financial coaching through the Smart Money Coaching program at the coaching sites identified in Appendix F.

2. Grantee will recruit, hire and supervise the financial coaches certified by a financial accreditation organization to provide services through the Smart Money program. Grantee will ensure that each financial coach receives the initial required training from SF-OFE and passes a final exam that enables them to provide financial coaching through the Smart Money Coaching program. Grantee will provide continuing education to financial coaches as needed to maintain quality service and meet the needs of the target population.
3. Grantee will ensure that financial coaches provide services through the Smart Money Coaching in four primary areas: banking, savings, debt and credit. Services will include but are not limited to assessing clients' financial situation, identifying financial needs, providing triage for financial crisis, determining the nature of clients' financial situation, reviewing clients' credit and banking history, helping clients create action plans to resolve financial issues, and helping clients set goals and develop strategies to meet those goals. Grantee will ensure that clients are connected to beneficial financial products when appropriate (e.g. safe and affordable checking and savings accounts, credit building products, affordable loans).
4. Grantee will ensure that financial coaches schedule follow-up appointments as needed to promote successful outcomes and client retention.
5. Grantee will conduct outreach to engage the target population and recruit coaching site partners. Grantee will ensure that coaching site partners enhance program exposure and have the capacity to refer clients to the program. Grantee will have a formal agreement in place with each coaching site partner that at minimum identifies the location of the physical space provided for financial counseling services, the days and hours the space is available, and guidelines around the referral process.
6. 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 client, and adhere to all program standards.
7. Grantee will support SF-OFE is public marketing efforts by participating in outreach events and presentations as requested by SF-OFE.
8. Grantee will work with SF-OFE as needed to develop and execute strategies to ensure that the program meets the service and outcome objectives of this grant.
9. Grantee will meet with the coaching site partner/s at least quarterly to discuss client engagement, referrals, and troubleshoot any issues that arise.
10. Grantee will attend quarterly meetings with DAAS and SF-OFE to report on service outcomes and objectives.
11. Grantee will be compliant with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) privacy and security rules.

12. Grantee will have policy and procedures that are compliant with local/city, state, and federal regulatory agencies, including the DAAS policy memoranda manual.
13. Grantee will ensure that units of service provided through this grant agreement are tracked, distinguishable and entered in CA.GetCare and other secure databases requested by SF-OFE and/or DAAS.

**VI. Location and Time of Services**

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

**VII. Service Objectives**

On an annual basis, the Grantee will meet the following service objectives:

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

<b>Table A</b>					
	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>Total</b>
<b>Service Objective Summary Table</b>					
Total Number of Clients (UDC)	75	75	75	75	300
New Smart Money Coaching Clients	55	54	53	50	212
Returning Clients	20	21	22	25	88
Total Number of Financial Coaching Sessions	130	130	130	130	520
Number of Initial Counseling Sessions	55	54	53	50	212
Number of Follow-up Counseling Sessions	75	76	77	80	308
Show Rate	75%	75%	75%	75%	

**VIII. Outcome Objectives**

1. Clients enrolled in the program will collectively achieve a total of 57 positive financial outcomes. Positive financial outcomes as defined by SF-OFE include:
  - Client opens a safe and affordable bank account.
  - Client maintains active use of bank account.
  - Client saves at least one week’s worth of income.
  - Client adopts new saving behaviors.
  - Client decreases non-mortgage debt by at least 10%.
  - Client with no credit score establishes a credit score.
  - Client with an established credit score increases their score by at least 35 points.



- Client reduces the number of delinquent accounts on their credit report.

*To count as a positive financial outcome, the achievement must be verified by coaches through the uploading of documented proof to a secure database designated by SF-OFE such as financial statements showing the increase in savings or decrease in debt, credit report showing the establishment or increase in credit score and statement showing the opening or transitioning to safe, affordable bank accounts.*

2. 50% of clients served through one-on-one Smart Money Coaching this year will have achieved at least one positive financial outcome as described above in Outcome Objective No. 1.
3. At least 75% of Smart Money Coaching clients surveyed will report an increase in financial well-being.\*

*\*Based on a survey created by the Grantee with input from DAAS and/or SF-OFE and a sample size of at least 60% of the enrolled UDCs.*

## **IX. Reporting Requirements**

1. Grantee will provide a monthly report of activities as described in Section V. Grantee will enter the monthly metrics in the CARBON database by the 15th of the following month.
2. Grantee will enroll eligible 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.GetCare database in accordance to DAAS policy.
3. Grantee will enter into the Ca.GetCare 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 units of service provided during the month.
5. Grantee will provide an annual report summarizing the contract activities, referencing the tasks as described in Section VII and VIII, 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 Grantee will submit the report to SF-HSA through CARBON system no later than July 31 each grant year.
7. Grantee will provide an annual consumer satisfaction survey report to DAAS and SF-OFE 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 SF-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 SF-HSA, DAAS, and/or SF-OFE.

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

[Annyse.Acevedo@sfgov.org](mailto:Annyse.Acevedo@sfgov.org)

Senior Contract Manager, Office of Contract Management

Or

[Tiffany.Kearney@sfgov.org](mailto:Tiffany.Kearney@sfgov.org)

Program Manager, Division of DAAS

Or

[Jessica.J.Lindquist@sfgov.org](mailto:Jessica.J.Lindquist@sfgov.org)

Manager, Smart Money Coaching

## **X. Monitoring Activities**

1. Program Monitoring and Smart Money Coaching Oversight: 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, VII, and VIII.

SF OFE provides overall program oversight of Smart Money Coaching across the City. This role includes setting standards for performance metrics; city-wide financial coaching

data analysis; ongoing professional development and training for financial coaches; and leveraging best practices from the Cities for Financial Empowerment Coalition of cities integrating financial coaching. SF-OFE will be monitoring the activities and outcomes of the program, provide overall oversight of the grantee's work across all coaching site locations including DAAS, and work closely with DAAS to help ensure success of the program.

2. 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.

	A	B	C	D	E	F
1	Appendix B, Page 1					
2	Document Date: 5/23/19					
3	<b>HUMAN SERVICES AGENCY CONTRACT BUDGET SUMMARY</b>					
4	<b>BY PROGRAM</b>					
5	Contractor's Name			Contract Term		
6	SF LGBT Center			7/1/19 - 6/30/23		
7	(Check One) New <input checked="" type="checkbox"/> Renewal <input type="checkbox"/> Modification <input type="checkbox"/>					
8	If modification, Effective Date of Mod.		No. of Mod.			
9	Program: Smart Money Financial Coaching					
10	Budget Reference Page No.(s)					7/1/19-6/30/23
11	Program Term	7/1/19 - 6/30/20	7/1/20 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	Total
12	<b>Expenditures</b>					
13	Salaries & Benefits	\$57,354	\$57,354	\$57,354	\$57,354	\$229,416
14	Operating Expense	\$983	\$983	\$983	\$983	\$3,932
15	<b>Subtotal</b>	<b>\$58,337</b>	<b>\$58,337</b>	<b>\$58,337</b>	<b>\$58,337</b>	<b>\$175,011</b>
16	Indirect Percentage (%)	15%	15%	15%	15%	
17	Indirect Cost (Line 16 X Line 15)	\$8,751	\$8,751	\$8,751	\$8,751	\$35,004
18	Capital Expenditure					
19	<b>Total Expenditures</b>	<b>\$67,088</b>	<b>\$67,088</b>	<b>\$67,088</b>	<b>\$67,088</b>	<b>\$268,352</b>
20	<b>HSA Revenues</b>					
21	General Fund	\$67,088	\$67,088	\$67,088	\$67,088	\$268,352
22						
23						
24						
25						
26						
27						
28						
29	<b>TOTAL HSA REVENUES</b>	<b>\$67,088</b>	<b>\$67,088</b>	<b>\$67,088</b>	<b>\$67,088</b>	<b>\$268,352</b>
30	<b>Other Revenues</b>					
31						
32						
33						
34						
35						
36	<b>Total Revenues</b>	<b>\$67,088</b>	<b>\$67,088</b>	<b>\$67,088</b>	<b>\$67,088</b>	<b>\$268,352</b>
37						
39	Prepared by:	Rebecca Rolfe, Executive Director		Telephone No.: 415-865-5521		Date 5/23/19
40	HSA-CO Review Signature:	_____				
41	HSA #1	11/15/2007				



	A	B	C	D	E	F	G	H	I	J	K	L	M
1													
2													
3													
4	Program Name:												
5	(Same as Line 9 on HSA #1)												
6													
7	<b>Operating Expense Detail</b>												
8													
9													
10													
11													
12	<u>Expenditure Category</u>				<u>TERM 7/1/19 - 6/30/20</u>	<u>7/1/20 - 6/30/21</u>	<u>7/1/21 - 6/30/22</u>	<u>7/1/22 - 6/30/23</u>					<u>TOTAL</u> <u>7/1/19-6/30/23</u>
13	Rental of Property				\$840	\$840	\$840	\$840					\$3,360
14	Utilities(Elec, Water, Gas, Phone, Scavenger)												
15	Office Supplies, Postage												
16	Building Maintenance Supplies and Repair												
17	Printing and Reproduction												
18	Insurance												
19	Staff Training												
20	Staff Travel-(Local & Out of Town)												
21	Rental of Equipment												
22	CONSULTANT/SUBCONTRACTOR DESCRIPTIVE TITLE												
23													
24													
25													
26													
27													
28	OTHER												
29	Client Transportation				\$143	\$143	\$143	\$143					\$572
30													
31													
32													
33													
34													
35	TOTAL OPERATING EXPENSE				\$983	\$983	\$983	\$983					\$3,932
36													
37	HSA #3												11/15/2007

**SITE CHART**

AGENCY: SF LGBT Community Center

CONTRACT MAILING ADDRESS: 1800 Market Street, San Francisco, CA 94102

Agency's web site: [www.sfcenter.org](http://www.sfcenter.org)

DIRECTOR: Rebecca Rolfe

PHONE NO.: 415.865.5521

Program: Smart Money Coaching	25	25	25
Total Annual # of UDC = 75			
SITES: Name of Site	SF LGBT Community Center	Openhouse Bob Ross LGBT Senior Center	San Francisco AIDS Foundation
Address and Zip	1800 Market Street, San Francisco, CA 94102	65 Laguna Street, San Francisco, CA 94102	1035 Market Street, #400, San Francisco CA 94103
Phone Number	415.865.5661	415.296.8995	415.487.3000
Fax Number	415.865.5501	415.296.8008	415.487.8019
Neighborhood	Hayes Valley	Hayes Valley	Civic Center
Supervisory District No.	District 8	District 8	District 6
Bus Line #	F, 6, 7	F, 6, 7	F, J, K, L, M, N, T, 5, 6, 7, 9, 19,
Smart Money Financial Coach	Matthew Rizzie	Matthew Rizzie	Matthew Rizzie
Site Manager/Coordinator	Matthew Rizzie	Michelle Alcedo	Craig Hutchinson
Additional Programs Offered at Site	Youth Programs, Community Programs, Small Business, Workforce Development	Housing, Case Management	Health, Substance Use, Community Engagement
Days Open	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	x Mon x Tues x Wed x Thurs x Fri Sat Sun
Hours Open	9:00 a.m. - 8:00 p.m.	10:00 a.m. - 5:00 p.m.	9:00 a.m. - 5:00 p.m.
Total number of Service Days	313	TBD	TBD
DAAS Funded Meal Service (Yes/No)	No	No	No
Number of Service Days Closed	303	TBD	TBD
Days Closed (list holidays closed)	New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Day after SF Pride, Independence Day, Labor Day, Thanksgiving and Day after, December 25 and 26	New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Day after SF Pride, Independence Day, Labor Day, Thanksgiving and Day after, December 25 and 26	New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Day after SF Pride, Independence Day, Labor Day, Thanksgiving and Day after, December 25 and 26
ADA Accessible	x Yes ___ No	x Yes ___ No	x Yes ___ No

FY: 20/21

**SITE CHART**

DATE: 5/23/19		AGENCY: SF LGBT Community Center	
CONTRACT MAILING ADDRESS: 1800 Market Street, San Francisco, CA 94102		Agency's web site: www.sfcenter.org	
DIRECTOR: Rebecca Rolfe		PHONE NO.: 415.865.5521	
<b>Program: Smart Money Coaching</b>	25	25	25
<b>TOTAL Annual # of UDC = 75</b>			
<b>SITES: Name of Site</b>	SF LGBT Community Center	Openhouse Bob Ross LGBT Senior Center	San Francisco AIDS Foundation
<b>Address and Zip</b>	1800 Market Street, San Francisco, CA 94102	65 Laguna Street, San Francisco, CA 94102	1035 Market Street, #400, San Francisco CA 94103
<b>Phone Number</b>	415.865.5661	415.296.8995	415.487.3000
<b>Fax Number</b>	415.865.5501	415.296.8008	415.487.8019
<b>Neighborhood</b>	Haves Valley	Haves Valley	Civic Center
<b>Supervisory District No.</b>	District 8	District 8	District 6
<b>Bus Line #</b>	F, 6, 7	F, 6, 7	F, J, K, L, M, N, T, 5, 6, 7, 9, 19,
<b>Smart Money Financial Coach Site Manager/Coordinator</b>	Matthew Rizzie	Matthew Rizzie	Matthew Rizzie
<b>Additional Programs Offered at Site</b>	Youth Programs, Community Programs, Small Business, Workforce Development	Housing, Case Management	Health, Substance Use, Community Engagement
<b>Days Open</b>	x Mon x Tues x Wed x Thurs x Fri x Sat	x Mon x Tues x Wed x Thurs x Fri x Sat	x Mon x Tues x Wed x Thurs x Fri x Sat
<b>Hours Open</b>	9:00 a.m. - 8:00 p.m.	10:00 a.m. - 5:00 p.m.	9:00 a.m. - 5:00 p.m.
<b>Total number of Service Days</b>	313	TBD	TBD
<b>DAAS Funded Meal Service (Yes/No)</b>	No	No	No
<b>Hours of Meal Service (start &amp; end time)</b>	N/A	N/A	N/A
<b>Number of Service Days Closed</b>	303	TBD	TBD
<b>Days Closed (list holidays closed)</b>	New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Day after SF Pride, Independence Day, Labor Day, Thanksgiving and Day after, December 25 and 26	New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Day after SF Pride, Independence Day, Labor Day, Thanksgiving and Day after, December 25 and 26	New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Day after SF Pride, Independence Day, Labor Day, Thanksgiving and Day after, December 25 and 26
<b>ADA Accessible</b>	x Yes No	x Yes No	x Yes No



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DATE: 5/23/19

AGENCY: SF LGBT Community Center

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Agency's web site:  
www.sfcenter.org

PHONE NO.: 415.865.5521

DIRECTOR: Rebecca Rolfe

Program: Smart Money Coaching

Total Annual # of UDC = 75

SITES: Name of Site

25

SF LGBT Community Center

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Openhouse Bob Ross LGBT Senior Center

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San Francisco AIDS Foundation

Address and Zip

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1035 Market Street, #400, San Francisco CA, 94103

Phone Number

415.865.5661

415.296.8995

415.487.3000

Fax Number

415.865.5501

415.296.8008

415.487.8019

Neighborhood

Haves Valley

Haves Valley

Civic Center

Supervisory District No.

District 8

District 8

District 6

Bus Line #

F, 6, 7

F, 6, 7

F, J, K, L, M, N, T, 5, 6, 7, 9, 19,

Smart Money Financial Coach

Matthew Rizzie

Matthew Rizzie

Matthew Rizzie

Site Manager/Coordinator

Matthew Rizzie

Michelle Alcedo

Craig Hutchinson

Additional Programs Offered at Site

Youth Programs, Community Programs, Small Business, Workforce Development

Housing, Case Management

Health, Substance Use, Community Engagement

Days Open

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 Sun

x Mon x Tues x Wed  
x Thurs x Fri  
x Sat Sun

Hours Open

9:00 a.m. - 8:00 p.m.

10:00 a.m. - 5:00 p.m.

9:00 a.m. - 5:00 p.m.

Total number of Service Days

313

TBD

TBD

DAAS Funded Meal Service (Yes/No)

No

No

No

Hours of Meal Service (start & end time)

N/A

N/A

N/A

Number of Service Days Closed

303

TBD

TBD

Days Closed (list holidays closed)

New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Day after SF Pride, Independence Day, Labor Day, Thanksgiving and Day after, December 25 and 26

New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Day after SF Pride, Independence Day, Labor Day, Thanksgiving and Day after, December 25 and 26

New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Day after SF Pride, Independence Day, Labor Day, Thanksgiving and Day after, December 25 and 26

ADA Accessible

x Yes No

x Yes No

x Yes No

SITE CHART

DATE: 5/23/19

AGENCY: SF LGBT Community Center		Agency's web site: www.sfcenter.org	
CONTRACT MAILING ADDRESS: 1800 Market Street, San Francisco, CA 94102		PHONE NO.: 415.865.5521	
DIRECTOR: Rebecca Rolfe			
<b>Program: Smart Money Coaching</b>		25	25
<b>Total Annual # of UDC = 75</b>			
<b>SITES: Name of Site</b>			
	SF LGBT Community Center	Openhouse Bob Ross LGBT Senior Center	San Francisco AIDS Foundation
Address and Zip	1800 Market Street, San Francisco, CA 94102	65 Laguna Street, San Francisco, CA 94102	1035 Market Street, #400, San Francisco CA, 94103
Phone Number	415.865.5661	415.296.8995	415.487.3000
Fax Number	415.865.5501	415.296.8008	415.487.8019
Neighborhood	Haves Valley	Haves Valley	Civic Center
Supervisory District No.	District 8	District 8	District 6
Bus Line #	F, 6, 7	F, 6, 7	F, J, K, L, M, N, T, 5, 6, 7, 9, 19,
Smart Money Financial Coach	Matthew Rizzie	Matthew Rizzie	Matthew Rizzie
Site Manager/Coordinator	Matthew Rizzie	Michelle Alcedo	Craig Hutchinson
Additional Programs Offered at Site	Youth Programs, Community Programs, Small Business, Workforce Development	Housing, Case Management	Health, Substance Use, Community Engagement
Days Open	x Mon x Tues x Wed x Thurs x Fri x Sat	x Mon x Tues x Wed x Thurs x Fri x Sat	x Mon x Tues x Wed x Thurs x Fri x Sat
Hours Open	9:00 a.m. - 8:00 p.m.	10:00 a.m. - 5:00 p.m.	9:00 a.m. - 5:00 p.m.
Total number of Service Days	313	TBD	TBD
DAAS Funded Meal Service (Yes/No)	No	No	No
Hours of Meal Service (start & end time)	N/A	N/A	N/A
Number of Service Days Closed	303	TBD	TBD
Days Closed (list holidays closed)	New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Day after SF Pride, Independence Day, Labor Day, Thanksgiving and Day after, December 25 and 26	New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Day after SF Pride, Independence Day, Labor Day, Thanksgiving and Day after, December 25 and 26	New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Day after SF Pride, Independence Day, Labor Day, Thanksgiving and Day after, December 25 and 26
ADA Accessible	x Yes No	x Yes No	x Yes No