Honorable Board of Trustees of the
San Francisco Community College District

Subject: 960829-B17
Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Mayor's Office of Community Development to establish the San Francisco Procurement Training and Assistance Center through the San Francisco Small Business Development Center. The Grant is for the period of February 1, 1997 – Jan 31, 1998 in the amount not to exceed $70,000.

President and Members:

This resolution requests an authorization to submit a grant application to the Mayor's Office of Community Development to establish the San Francisco Procurement Training and Assistance Center (SFAPTAC).

The SFAPTAC is to assist small businesses, especially disadvantaged, women or minority owned, selling their product or service to government and major corporations. SFAPTAC will provide outreach to 500 small businesses in the City of San Francisco with at least 50% in Enterprise communities and 50% women and or minority owned businesses. SFAPTAC will also provide training and counseling to the targeted small businesses to assist their procuring government and/or cooperation contracts. SFAPTAC will conduct training sessions, initial counseling and follow up counseling. SFAPTAC’s scope of services includes introduction to the government market place, and assistance in training in the bidding process, in contract negotiation/performance and finally, in marketing strategies.

The following are partners in the project: California Procurement Training and Assistance Center and the West Valley-Mission Community College District.

The total of the grant is $70,000 for the time period February 1, 1997 – January 31, 1998. The Mayor’s Office of community Development will provide $70,000 in grant. No In-Kind match or additional physical space is required for the SFAPTAC program. The San Francisco Community College District if the fiscal agent.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, the Chief Operating Officer and/or their designee, are hereby authorized to (1) submit an application for a grant and (2) appropriate all funds upon approval of or by the Mayor's Office of Community Development to establish the San Francisco Procurement Training and Assistance Center through the San Francisco
Small Business Development Center. The Grant is for the period of February 1, 1997 – January 31, 1998 in the amount not to exceed $70,000.

FURTHER BE IT RESOLVED: That upon the approval by the Chancellor’s Office California Community Colleges with the conditions and terms of the award not significantly amended, and in accordance with the Title 5, California Code and Regulations, Section 59011, and in the Budget and Accounting Manual for California Community Colleges, the following additional appropriation will be made in the General Fund, Part B- Restricted to cover the following project for the period of February 1, 1997 – January 31, 1998 in the amount to exceed $70,000.

FURTHER BE IT RESOLVED: That the Chancellor, the Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD and to submit any and all reports required by the Mayor’s Office of community Development, in the administration of the said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Steve Glick