

APPROVED
AUG 08 2018

BOARD OF RECREATION AND PARK COMMISSIONERS
BOARD REPORT NO. 18-166
DATE August 8, 2018 C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: EAST WILMINGTON GREENBELT PARK PROJECT (PRJ1100P) (W.O. #E170443A) (W.O. #E170456B) – RESCISSION OF PROPOSITION K GRANT AWARD

AP Diaz _____ V. Israel _____
R. Barajas _____ *N. Williams now
H. Fujita _____ S. Pina-Cortez _____



General Manager

Approved X Disapproved _____ Withdrawn _____

RECOMMENDATIONS

1. Authorize the General Manger to request that the L.A. for Kids Steering Committee and Council rescind the Proposition K 5th Cycle competitive grant for \$1,000,000.00 that was awarded to the Department of Recreation and Parks (RAP) for the East Wilmington Greenbelt Park Project (PRJ1100P) (W.O. #E1704434A)(W.O. #170456B) (Proposition K Project ID #C162-5).
2. Direct the General Manager to transmit the request for rescission to the L.A. for Kids Steering Committee for transmittal to Council.
3. Direct RAP staff to not take any further action that had been authorized by the Board on August 13, 2014, regarding preliminary authorization to commence negotiations for the potential acquisition of property located at 845 North Sanford Avenue, Wilmington, California as the site for the East Wilmington Greenbelt Park (Board Report No. 14-219).

SUMMARY

In December 2004, the California Department of Parks and Recreation (the "State") awarded the City a Proposition 40 Urban Park grant in the amount of \$3,000,000, to be administered by RAP, for acquisition (W.O. #1704434A) and development (W.O. #170456B) of the East Wilmington Greenbelt Park (PRJ1100P). On September 14, 2005, the Board authorized the General Manager to submit grant applications for 19 proposed acquisition and capital improvement projects pursuant to the Proposition K – L.A. for Kids 5th Cycle Request for Proposals process, which included the grant application for the proposed East Wilmington Greenbelt Park (Attachment 1 - Board Report No. 05-234).

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The Proposition K grant application was for development of the East Wilmington Greenbelt Park to include a softball field, soccer field, play area and related amenities at a site located at 845 North Sanford Avenue in the community of Wilmington. The Proposition K grant was intended to fulfill the Proposition 40 Urban Park Grant match requirement for the new East Wilmington Greenbelt Park. The proposed site for the project to be funded by the Proposition 40 and Proposition K grants was owned by Union Pacific Railroad Company (UPR) and was located in the vicinity of an area known as the East Wilmington Greenbelt that for the past several years RAP has been developing into community recreational use.

Dating back to 2006, the Board has on several occasions taken action regarding the potential acquisition of the UPR site for development of the park to be funded by Proposition 40 and Proposition K. The most recent Board action was on August 13, 2014, when the Board authorized staff to once again commence negotiations with UPR to acquire the site at 845 North Sanford Avenue, to undertake environmental assessment of the site, and to report back to the Board with further recommendations regarding the terms of any purchase agreement and to obtain final Board approval before committing to purchase the property (Board Report No. 14-219).

Several attempts to acquire the UPR site failed and RAP staff has determined that there are no other sites in the vicinity that would be suitable for acquisition and development of the project that was the subject of both the Proposition 40 Urban Parks and the Proposition K grants. In January 2018, the State suggested that as an alternative to acquiring new property, RAP could consider using the State grant funds for improvements at an existing park facility that would be more suitable for the community. On May 16, 2018, the Board approved a new project scope and a new project location to be at the intersection of "L" Street and Drumm Avenue within the existing East Wilmington Greenbelt area (Attachment 2 – Board Report No. 18-092). Understanding the need to change the site location, the State has waived the cost match requirement from the original Proposition 40 grant application.

The Proposition K competitive grant is only for development of the park and not for site acquisition. Given that efforts to acquire a site as part of the original Proposition 40 grant have failed, and given that the Proposition 40 grant funds are now committed to a new project scope at a new location, there are no longer grant funds available for acquisition even if a site were to be found in the future for development of the Proposition K project. Therefore, RAP staff recommends that the Board authorize the General Manager to request that the L.A. for Kids Steering Committee and Council rescind the \$1,000,000 Proposition K grant that was awarded to RAP for the East Wilmington Greenbelt Park project. Staff is informed that once the grant is rescinded, the Proposition K funds will be reprogrammed to other eligible purposes under the Proposition K: L.A. for Kids Program. It is also recommended that staff be instructed to cease taking any further action toward property acquisition pursuant to the Board's actions on August 13, 2014 (Board Report No. 14-219).

TREES AND SHADE

The recommendations under this Report will essentially terminate the Proposition K funded project. No trees will be planted or removed as a part of the new East Wilmington Greenbelt Park project that is now to be funded by the Proposition 40 Urban Parks grant. No shade will be removed or installed.

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ENVIRONMENTAL IMPACT STATEMENT

The request to rescind the previously awarded Proposition K grant is not an action to approve a project and thus is not an action that is subject to the California Environmental Quality Act (CEQA). On May 16, 2018, the Board found that the new East Wilmington Greenbelt Park project that is to be funded through the Proposition 40 grant, with the new scope and at the new location, is categorically exempt from CEQA and a Notice of Exemption (NOE) was filed with the Los Angeles County Clerk on July 13, 2018. Thus, no additional CEQA documentation is required.

FISCAL IMPACT STATEMENT

The approval of this Report will have no fiscal impact on RAP's General Fund.

This Report was prepared by Kai Wong, Senior Management Analyst, Grants Administration, Finance Division and reviewed by Bill Jones, Chief Management Analyst, Grants Administration, Finance Division

LIST OF ATTACHMENT

1. Board Report No. 05-234 (September 14, 2005)
2. Board Report No. 18-092 (May 16, 2018)

REPORT OF GENERAL MANAGER

NO. 05-234

DATE September 14, 2005

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PROPOSITION K - L.A. FOR KIDS PROGRAM: APPROPRIATION FROM UNRESERVED AND UNDESIGNATED FUND BALANCE IN FUND 302 TO FUND GRANT WRITING SERVICES AND AUTHORIZATION TO SUBMIT GRANT APPLICATIONS FOR FUNDING IN THE FIFTH BIENNIAL PROPOSITION K - L.A. FOR KIDS PROGRAM COMPETITIVE GRANT PROCESS

J. Kolb _____	J. Combs _____
F. Mok _____	H. Fujita _____
M. Shall _____	B. Jensen _____
K. Regan _____	S. Huntley _____

Robert H. Jensen (for)
 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

It is recommended that the Board:

1. Approve the appropriation of \$108,000.00 Fund 102302 Department 88, for grant writing services to be used to submit grant applications for funding in for the fifth biennial Proposition K - L.A. for Kids Program competitive grant process;
2. Adopt the accompanying resolution (Attachment 1) authorizing the General Manager of the Department of Recreation and Parks to submit 19 grant applications for the proposed capital improvement projects, as detailed in the attached project list (Attachment 2), to the Proposition K - L.A. for Kids Program for the fifth biennial Proposition K - L.A. for Kids Program competitive grant process; and,
3. Authorize the General Manager to accept the Proposition K - L.A. for Kids Program grant award(s) from the Proposition K - L.A. for Kids Program, for those acquisition and capital improvement projects awarded from the attached project list.

SUMMARY:

In 1996, Proposition K created a citywide assessment district, which generates \$25,000,000.00 each year for a period of 30 years. Proposition K is for the acquisition, development and

REPORT OF GENERAL MANAGER

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protection of recreational, cultural and natural areas in the City. The funds generated from the assessment are to be used for the acquisition of parks and natural lands, and for capital improvements. Proposition K also provides maintenance funds on an annual basis for those facilities improved with Proposition K funds by way of a separate approval process.

Proposition K allocated \$143,650,000.00 of the total amount generated over thirty years, to be distributed by an open and competitive bid process to governmental agencies, City departments and nonprofit organizations. For the 2005 grant cycle, approximately \$9-10 million has been made available. There are eight categories for which a project is eligible for these funds, seven of which are for the construction or improvement of facilities, and one category which is specifically for the acquisition of parks and/or natural land.

On August 2, 2005, the L.A. for Kids Steering Committee, on behalf of the City of Los Angeles, announced an open and competitive grant process to identify eligible applicants and projects for the Proposition K - L.A. for Kids Grant Program. The deadline for submittal of grant proposals is September 30, 2005.

In concurrence with the affected Council offices and Department staff, 19 capital improvement projects have been identified for inclusion in this cycle's Proposition K competitive program. To meet the requirements for submitting the proposal packages for these projects, nine (9) grant writers are needed to assist with the proposal preparation. Based on the amount of work to be performed on the Proposition K proposals by each grant writer, in comparison to previous grant writing services for other funding programs, it was determined that the cost to complete each grant proposal should be \$6000.00. Therefore, the cost of completing 18 of the 19 proposal packages will be \$108,000, and there are sufficient funds available in the Unreserved and Undesignated Fund. The nineteenth grant proposal is being completed by Department staff.

Concerning the 19 proposed projects, Bureau of Engineering staff is in the process of determining project costs for each capital project and the grant amounts requested will be in accordance with the RFP guidelines. There is no match requirement for these proposals.

Prior to undertaking the activities for which the grant is being sought, as lead agency for the projects, the Department must perform, complete, and certify the adequacy of the environmental review in accordance with California's Environmental Quality Act (CEQA).

FISCAL IMPACT STATEMENT:

Grant awards will cover Fiscal Years 2006/07 and 2007/08. There is no anticipated fiscal impact for the completion of the project scopes. However, future operations and maintenance costs after project completion have yet to be fully assessed.

This report was prepared by Isophine Atkinson, Senior Management Analyst, Grants Administration.

RESOLUTION NO. _____

WHEREAS, the passage of Proposition K created a Citywide assessment district which generates \$25,000,000 each year in funds for the acquisition, improvement, construction and maintenance of City parks, and recreation facilities through an annual real property tax assessment on City residents over a 30-year period; and

WHEREAS, Proposition K is required to allocate \$143,650,000 of the total amount generated over 30 years through an open and competitive process for governmental agencies, City departments, and nonprofit organizations; and

WHEREAS, the Proposition K – L.A. for Kids Steering Committee, on behalf of the City of Los Angeles, has announced its fifth biennial open and competitive grant process to identify eligible capital improvement and/or acquisition projects for the Proposition K – L.A. for Kids Program; and

WHEREAS, the Proposition K – L.A. for Kids Program has made available approximately \$9-10 million Citywide for the fifth biennial grant process for the funding cycle commencing July 1, 2006, and ending June 30, 2008; and

WHEREAS, there are eight categories for which a project is eligible for these funds, seven of which are for the construction or improvement of facilities, and one category which is specifically for the acquisition of parks and/or natural lands; and

NOW, THEREFORE, BE IT RESOLVED, that the Board authorizes the General Manager of the Department of Recreation and Parks to submit grant applications for the proposed capital improvement projects, as detailed in the attached list, to the Proposition K – L.A. for Kids Program; and

BE IT FURTHER RESOLVED, that the Board designates the General Manager of the Department of Recreation and Parks as the agent to conduct all negotiations, execute, and submit all documents including, but not limited to applications, agreements, payment requests, and so on, which may be necessary to receive the funds approved for the aforementioned projects.

ATTACHMENT 1

HEREBY CERTIFY that the foregoing is a full, true and correct copy of a Resolution adopted by the Board of Recreation and Park Commissioners of the City of Los Angeles at its meeting held on _____ (BR _____).

MARY E. ALVAREZ, Board Secretary

RESOLUTION NO. _____

**PROPOSITION K - FIFTH BIENNIAL
PROPOSED PROJECT LIST**

ATTACHMENT 2

	PROJECT NAME	PROJECT ADDRESS	CD	PROJECT CATEGORY	SCOPE	GRANT AMOUNT
1	Normandie Rec Center	1550 South Normandie Avenue Los Angeles, CA 90006	1	Lighting Athletic Fields Aquatic Upgrades	Outdoor lighting (\$268,000) and refurbishment of basketball courts (\$310,000)	\$642,000
2	Verdugo Mountain Park	9999 Edmore Place Sun Valley, CA 91352	2	Acquisition	Acquisition of 80 acres of land for natural park	\$400,000
3	Mae Boyar Park	23936 Highlander Road Canoga Park, CA 91307	3	Athletic Fields	Replace outdated restroom	\$695,000
4	Cahuenga Peak	Northwest of the Hollywood sign	4	Acquisition	Acquisition of 138 acres for natural park	\$1,000,000
5	Camp Hollywoodland Girls Camp - Griffith Park	3200 Canyon Drive Los Angeles, CA 90068	4	Regional Recreation Youth Schools At-Risk Youth	Refurbish camp cabins, restrooms and camp lodge	\$1,300,000
6	Sepulveda Basin Community Gardens	SW Corner Magnolia & Hayvenhurst, Across from 16633 Magnolia Avenue Encino, CA 91436	5	Urban Greening Regional Recreation	Build restrooms, with external sinks as a wash-up area for use by the public and those using the gardens. (The proposed stand alone restroom is for the south side property, which is a large property consisting of multiple community garden plots.)	\$666,000
7	Delano Recreation Center	15100 Erwin Street Van Nuys, CA 91411	6	Athletic Fields	Installation of synthetic soccer field at rear of facility	\$1,500,000
8	Brand Park	15125 West Brand Boulevard Mission Hills, CA 91345	7	Urban Greening	Landscaping to include new grass, shrubs, trees and irrigation system	\$456,000
9	David M. Gonzales/Pacoima Recreation Center	10943 Herrick Avenue Pacoima, CA 91331	7	Regional Recreation	Convert existing patio, currently being used as an open weight area, into an enclosed weight room.	\$250,000
10	Exposition Park Intergenerational Community Center	3990 S. Menlo Ave. Los Angeles, Ca. 90037	8	Regional Recreation At-Risk Youth	Conversion of weight room to a multi-purpose room	\$490,000
11	Harvard Recreation Center	1535 West 62nd Street Los Angeles, CA 90047	8	Regional Recreation At-Risk Youth	Construct inground skatepark	\$1,000,000

**PROPOSITION K - FIFTH BIENNIAL
PROPOSED PROJECT LIST**

ATTACHMENT 2

	PROJECT NAME	PROJECT ADDRESS	CD	PROJECT CATEGORY	SCOPE	GRANT AMOUNT
12	Slauson Recreation Center	5306 S. Compton Avenue Los Angeles, CA 90011	9	Lighting Athletic Fields	Install security lighting around the baseball field, improve security lighting for the parking lot; replace security lights for the play area and basketball court.	\$101,000
13	South Los Angeles Wetlands	5413 S. Avalon Boulevard Los Angeles, CA 90011	9	Acquisition	Acquisition of a site for development of wetlands riparian habitat and playground.	\$1,000,000
14	Temescal Canyon Park	15900 Pacific Coast Hwy. Los Angeles, CA 90402	11	Regional Recreation	Refurbish Picnic Areas	\$250,000
15	Mason Park	10500 Mason Avenue Chatsworth, CA 91311	12	Urban Greening	Replace antiquated irrigation system for sportsfield (\$700K) and Grade area east of gym (\$60K) to improve drainage and eliminate further flooding into the gym building.	\$760,000
16	Glassell Park	4650 Verdugo Road Los Angeles, CA 90065	13	Aquatic Upgrades Lighting	ADA upgrades to shower and toilet stalls and other interior renovations (\$1M); New lighting in parking lots and surrounding swimming pool (\$110K)	\$1,110,000
17	Ascot Hills Park	4371 Multomah Street Los Angeles, CA 90032	14	Regional Recreation Youth Schools	Development of approx. 100 acres into a natural park which will include landscaping, interpretive/multi-use trails and outdoor learning area, vista view points, picnic areas, restrooms, and parking lot.	TBD
18	Pecan Recreation Center	120 South Gless Street Los Angeles, CA 90033	14	Lighting At-Risk Youth	Outdoor Development -improvements to existing basketball pavilion, to include lighting and related drainage issues, and restrooms	\$700,000
19	East Wilmington Greenbelt Park	850 Sanford Avenue Wilmington, CA 90744	15	Athletic Fields	Development of softball, soccer field, play area and related amenities	\$1,000,000
GRAND TOTAL						\$13,320,000

APPROVED
MAY 16 2018

BOARD REPORT

BOARD OF RECREATION
AND PARK COMMISSIONERS

NO. 18-092

DATE May 16, 2018

C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PROPOSITION 40 URBAN PARK (PROP 40 UP) – REQUEST TO AMEND PROJECT SITE LOCATION AND PROJECT SCOPE FOR EAST WILMINGTON GREENBELT PARK (PROJECT NO. PRJ1100P) — CATEGORICAL EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 11 (3 AND 6) [CONSTRUCTION OR PLACEMENT OF MINOR STRUCTURES ACCESSORY TO EXISTING INSTITUTIONAL FACILITIES] OF THE CITY CEQA GUIDELINES

AP Diaz _____ V. Israel _____
R. Barajas _____ S. Piña-Cortez _____
H. Fujita _____ N. Williams *ndw*



General Manager

Approved X Disapproved _____ Withdrawn _____

RECOMMENDATIONS

1. Authorize the Department of Recreation and Parks (RAP) to amend the project scope and project site location for the Proposition 40 Urban Park East Wilmington project (Project No. PRJ1100P), subject to the approval of the Mayor and City Council as follows:

FROM:

Project consists of (1) Land Acquisition of a two-parcel 2.25 acre site located along the southwestern edge of the East Wilmington Greenbelt Park; and (2) the development of an open-air facility that features a soccer field, basketball courts, jogging path, fitness equipment, walkways, and playground; including grading, irrigation, turf-tree and landscaped plantings, sports field lighting, restroom, picnic tables and hardscaped features situated in a secure, fenced setting at 845 North Sanford Avenue, Wilmington, 91743

TO:

Install new restroom, install a new synthetic multi-purpose field, convert one basketball court into a Futsal court, install fitness equipment and walking trail connection, and replace existing play equipment with new including rubberized surface at East Wilmington Greenbelt Park at the intersection of "L" Street and Drumm Avenue (APN: 7425-023-911);

2. Find that the proposed project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 11 (3 and 6) of the City CEQA

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Guidelines. Direct RAP Staff to file a Notice of Exemption (NOE) with the Los Angeles County Clerk within five working days of approval; and,

3. Authorize RAP's Chief Accounting Employee to prepare a check to the Los Angeles County Clerk in the amount of Seventy-Five Dollars (\$75.00) for the purpose of filing a Notice of Exemption.

SUMMARY

In December 2004, the City of Los Angeles was awarded Proposition 40 Urban Park (Prop 40 UP) grant funds in an amount of Three Million Dollars (\$3,000,000.00) to be administered by RAP for the East Wilmington Greenbelt Park (expansion of East Wilmington Community Center) project (PRJ1100P). The Prop 40 Grant project scope is for the development of an approximately 2.43 acresite with recreation improvements which included sports fields, sports lighting, bleachers, picnic tables, landscaping and a small parking lot within a secure, fenced setting (Report No. 03-2608, March 31, 2005).

Since the inception of the East Wilmington Greenbelt Park project in 2003, acquiring the property from Union Pacific Railroads (Union Pacific) has presented several issues in terms of liabilities and indemnification that were not reasonable or favorable terms for the City. RAP has attempted several times to negotiate with Union Pacific (Report No. 06-233, August 9, 2006, Report No. 08-164, June 4, 2008, and Report No. 08-189, June 18, 2008). By August 2008, the Board rescinded its approval of the acquisition due to Union Pacific's unwillingness to modify any terms of the proposed transaction (Report 08-229, August 20, 2008).

In 2012, RAP revisited negotiations with Union Pacific. Union Pacific was willing to donate the property if the City was willing to accept the liabilities and indemnificaiton. Based on these terms, the City planned to purchase liability insurance for the property. However, by this time the Union Pacific Railroad sold a portion of the land to the adjacent auto junkyard that had been encroaching on the property. This decreased the size for the proposed State project from 2.43 acres to 2.25 acres. In order to secure the Prop 40 UP grant, the City substituted the softball field in exchange for two basketball courts, and reiterated that the City would not purchase a leased easement on the sold property. Union Pacific did not agree to the terms. The City decided to relocate the project to a new site.

Since 2012, the City has been searching for properties that could deliver the proposed recreational amenities mentioned in the Prop 40 UP grant and to retain the full Three Million Dollars (\$3,000,000.00) of the Prop 40 UP Grant. The City found potential properties, but none were large enough to deliver the proposed project scopes and justify the expenditure of Three Million Dollars (\$3,000,000.00) of the Prop 40 UP Grant.

During the January 18, 2018 State Conference call, the City stated that it was not successful in locating a property to pursue delivery of the proposed project scope for the Prop 40 UP Grant. Most of the properties are owned by the railroad companies, the Port of Long Beach, Port of Los Angeles, and industrial companies in the Wilmington Community. The continuing challenge

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has been finding a parcel large enough for the proposed recreational amenities with no environmental remediation associated with the property.

The State suggested an alternative to acquiring new property, RAP could consider improvement to an existing park facility that would be more suitable for the community. If the City agrees to approve this proposal, the City is required to submit the following to the State:

1. A proposal letter signed by the authorized representative with the new proposed project site location and scope change.
 - a. A comparison between the original grant scope and the proposed grant scope's range of recreational opportunities and projected operating hours.
 - b. A New Community Fact Finder
 - c. If the requested removal or modification is due to an unforeseen hindrances (shortage of funds, provide information about attempts to obtain funding from other local, state, federal, or private sources or acquiring property that is beyond agency's control) to complete the original grant scope, justification is required.
2. A revised grant scope/Cost Estimate Form.
3. A new CEQA Compliance Certification Form with the CEQA Notice of Determination or Notice of Exemption.
4. A revised site plan (if appropriate) showing the addition, removal, or modification of the recreational features, major support amenities, or event or series of events.

RAP and Council District 15 (CD 15) have been in discussions on a new project location and scope for the Prop 40 UP grant money. RAP and CD 15 decided the new project location would be at East Wilmington Greenbelt Park located at the intersection of "L" Street and Drumm Avenue, whose APN is 74250-23-911. The project scope consists of :

	Project Scope Line Item	Amount
1.	Install new prefab restroom	\$500,000
2.	Install new synthetic multi-purpose field	\$1,000,000
3.	Convert basketball court to Futsal	\$500,000
4.	Install fitness equipment stations and walking trail connection	\$300,000 - \$500,000
5.	Replace existing play equipment with new including rubberized surface	\$300,000
6.	Designs, Permits, other project-related costs	\$200,000
	TOTAL	\$2,800,000 - \$3,000,000

This new project scope and location fulfills the Prop 40 UP Grant Guideline.

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ENVIRONMENTAL IMPACT STATEMENT

The proposed new project scope consists of the construction or placement of minor structures accessory to an existing park, including a restroom, play equipment, and game courts. Therefore, Staff recommends that the Board determine that the project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 11 (3 and 6) of the City CEQA Guidelines. A Notice of Exemption will be file with the Los Angeles County Clerk upon approval by the Board.

FISCAL IMPACT STATEMENT:

The Prop 40 UP Grant Contract has been extended three (3) times. Under the original Prop 40 UP Contract No. C0201051, Sixty-Seven Thousand, Seventy-Nine Dollars (\$67,079.00) was spent on staff and environmental cost. The project under the current Prop 40 UP Contract No. C0231262 has a cost of Two Million, Nine Hundred Thirty-Two Thousand, Nine Hundred Twenty-One Dollars (\$2,932,921.00) for East Wilmington Greenbelt Park project will be liquidating on June 30, 2019. The new project for the Prop 40 UP grant will have to be completed by the end of January 2019.

If the new project at the East Wilmington Greenbelt Park, located at the intersection of "L" Street and Drumm Avenue is not approved by the Board and Los Angeles for Kids Steering Committee, RAP will lose the Two Million, Nine Hundred Thirty-Two Thousand, Nine Hundred Twenty-One Dollars (\$2,932,921.00) and will need to return the Sixty-Seven Thousand, Seventy-Nine Dollars (\$67,079.00) from the original Prop 40 UP Grant Contract if the project is not completed by the June 30, 2019 deadline.

This Report was prepared by Kai Wong, Senior Management Analyst, Grants Administration, Finance Division.