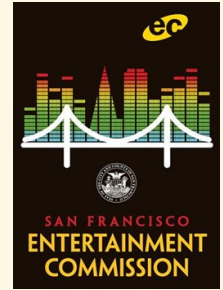


SF OUTDOOR EVENT INDUSTRY BULLETIN

News from the SF Entertainment Commission

August 2017



Questions? Need help navigating departments, permits and fees?

Contact Dylan Rice, SFEC, Dylan.Rice@sfgov.org, 415-554-0804

Upcoming Grant Opportunities

Grants for the Arts — Application portal opens September 1, 2017. Application Deadline: Monday, November 13, 2017 at 11:59 p.m. To learn about the “How to Apply” workshops in September, email gfta@sfgov.org or call 415-554-6710.

Walter & Elise Haas Fund “Creative Work Fund” Grants — Emphasizes the “creation of new work.” Letters of inquiry are due December 1, 2017.

Zellerbach Family Foundation “Community Arts” Grants — Provides “project based support to small and mid-sized arts organizations and individual artists for the creation and presentation of new and innovative work that is representative of the diverse cultures and communities of the Bay Area.” Upcoming Application Periods:

- September 1st - 29th, 2017 —> for December 5, 2017 decisions
- December 1st - 29th, 2017 —> for March 13, 2018 decisions

San Francisco Arts Commission Grants — Review the comprehensive list of categories to see which grant program is relevant. Application window is now open. For upcoming technical assistance workshops, [Click Here](#).

- Organization Project Grants —> Deadline: October 11, 2017
- Cultural Equity Initiatives Grants —> Deadline: October 18, 2017
- Arts for Neighborhood Vitality Grants —> Deadline: October 25, 2017

New Primary Contacts at City Departments

- **SFMTA/ISCOTT (Temporary Street Closures):**
Shanna Hurley, 415-646-2566, Shanna.Hurley@sfmta.com
- **Dept. of Public Health (Food & Beverage):**
Kyle Chan, 415-252-3837, Kyle.Chan@sfdph.org
- **Mayor’s Office on Disability (Access & ADA Compliance):**
Nicole Bohn, 415-554-6789, Nicole.Bohn@sfgov.org
Joanna Fraguli, 415-554-6750, Joanna.Fraguli@sfgov.org



Do Food Trucks Need Permits and Inspections?

Yes! If you are planning on hiring any food trucks for your event, be aware that they are subject to additional permits and inspections from the SF Fire Department and SF Dept. of Public Health.

Food trucks that do NOT currently hold a valid annual permit with the SF Fire Department and the SF Dept. of Public Health (e.g., trucks from outside SF, or new to SF) must do the following:



- Be inspected at the Fire Department's Bureau of Fire Prevention (698 2nd Street) at least one week before the event. A fire permit for the truck will be required if the food truck uses propane gas, generators, CO2, liquid nitrogen, etc.
- Fill out Public Health's Mobile Food Facility (MFF) Concessionaire Application and return it to the Event Sponsor. The Event Sponsor submits it to Public Health at least 14 days prior to the event.
- Be prepared for day-of-event inspections from the Fire Department and Public Health.

Food trucks that DO currently hold a valid annual permit with the SF Fire Department and SF Dept. of Public Health should be aware that:

- The Fire Department must verify their permit status and inspection.
- They must fill out Public Health's Mobile Food Facility (MFF) Concessionaire Application and return it to the Event Sponsor. The Event Sponsor submits it to Public Health at least 14 days prior to the event.
- They must be prepared for day-of-event inspections from the Fire Department and Public Health.



Reminder: No gasoline containers are allowed to be stored in a food truck, around a food truck, or in an event space for fueling generators.

How Can I Make My Event Accessible for Seniors and People With Disabilities?



The SF Mayor's Office on Disability (MOD) is a resource for event producers to ensure accessibility and ADA compliance during set-up, the event, and take-down. MOD has created an Accessible Public Event Checklist as a planning tool to help event producers stay on top of requirements and best practices.

Guidelines from the checklist include:

- Fencing or other crowd control barriers (approved by Public Works) should be placed to isolate the event work site from the main circulation path.
- Maintaining an accessible path of travel of at least 48 inches wide around the event work site. The path of travel must be free of protruding objects.
- Curb ramps must be kept open and clear.
- If space considerations require temporary obstruction of an accessible path of travel, an alternate safe path **MUST** be provided along with signs alerting pedestrians of the detour **AND** staff designated to assisting individuals with visual or mobility disabilities



REMINDER: Refer to the SFMTA's Street Closure Application and Requirements for ADA guidelines for events with street closures.

Questions? Contact the Mayor's Office on Disability:

Nicole Bohn, Director, 415-554-6789, Nicole.Bohn@sfgov.org

Joanna Fraguli, Deputy Director, 415-554-6750, Joanna.Fraguli@sfgov.org

Join the **SF Outdoor Event Producers Facebook group**



The group is a platform and resource where SF outdoor event producers and the SF Entertainment Commission can share news, opportunities, policy changes, best practices, and research that impact outdoor events. Visit the SF Outdoor Event Producers page on Facebook, or email Dylan Rice at Dylan.Rice@sfgov.org.