

File Number: 180919
(Provided by Clerk of Board of Supervisors)

Grant Resolution Information Form
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **Proposition 56 Tobacco Law Enforcement Grant Program**
2. Department: **Department of Public Health – Population Health Division
Environmental Health Branch**
3. Contact Person: **Janine Young** Telephone: **(415) 252-3903**
Jennifer Callewaert **(415) 252-3971**

4. Grant Approval Status (check one):

Approved by funding agency Not yet approved

5. Amount of Grant Funding Approved or Applied for:

\$822,835 Year 1
\$930,543 Year 2
\$1,753,378 Total for project

6a. Matching Funds Required: **\$0**

b. Source(s) of matching funds (if applicable): **N/A**

7a. Grant Source Agency:

California Office of the Attorney General, Department of Justice

b. Grant Pass-Through Agency (if applicable): **N/A**

8. Proposed Grant Project Summary:

Under the California Healthcare, Research and Prevention Tobacco Tax Act of 2016, the San Francisco Department of Public Health (Department) has been awarded approximately \$1.8 million for 2018-2020 for tobacco law enforcement and outreach. The grant will allow DPH to strengthen and increase the Department's capacity to outreach and improve education efforts for the existing tobacco retailers, expand the San Francisco Police Departments decoy operations for tobacco sales under 21 years of age, eliminate the illegal sales of tobacco products by unpermitted retailers, develop and implement a protocol to investigate and sample consumption products at hookah lounges and/or bars, sustain an increased enforcement workload, and share data and knowledge with other City agencies, jurisdictions, or interested parties.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: **June 1, 2018**

End-Date: **June 30, 2020**

10a. Amount budgeted for contractual services:

Administrative Law Judge (TBD):
\$45,000 Year 1
\$45,000 Year 2
\$90,000 Total for project

Laboratory Support, Services and Supplies (TBD):
\$11,500 Year 1
\$11,500 Year 2
\$23,000 Total for project

b. Will contractual services be put out to bid? **Yes, we will put out an RFP**

c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? **Yes**

d. Is this likely to be a one-time or ongoing request for contracting out? **We will be requesting the grant funding in the future to continue the program and department mission.**

11a. Does the budget include indirect costs? Yes No

b1. If yes, how much?

\$41,747 Year 1

\$41,747 Year 2

\$83,494 Total for project

b2. How was the amount calculated? **The grant would not allow indirect costs to exceed 5% of the total grant amount. Therefore, the indirect costs are 7.8% of DPH salaries and benefits.**

c1. If no, why are indirect costs not included? **N/A**

Not allowed by granting agency

To maximize use of grant funds on direct services

Other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs? **N/A**

12. Any other significant grant requirements or comments:

A request for retroactive approval is being sought because DPH received the final Memorandum of Understanding on June 13, 2018, for a project start date of June 1, 2018.

GRANT CODE (Please include Grant Code and Detail in Financial System Project (FSP)):

Project Code: 10033799

Proposal ID is: CTR00000836

****Disability Access Checklist***(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Existing Site(s) | <input checked="" type="checkbox"/> Existing Structure(s) | <input checked="" type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s) | <input type="checkbox"/> New Program(s) or Service(s) |
| <input type="checkbox"/> New Site(s) | <input type="checkbox"/> New Structure(s) | |

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:


Toni Rucker, PhD

(Name)

DPH ADA Coordinator

(Title)

Date Reviewed: 08/09/2018


(Signature Required)

Department Head or Designee Approval of Grant Information Form:

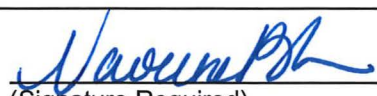
Barbara A. Garcia, MPA

(Name)

Director of Health

(Title)

Date Reviewed: 8/9/18


(Signature Required)