



## San Francisco Department of Public Health

Grant Colfax, MD  
Director of Health

City and County of San Francisco  
London N. Breed  
Mayor

### Memorandum

**To:** Honorable Members of the Board of Supervisors

**From:** San Francisco Department of Public Health

**Date:** Thursday, October 24, 2024

**RE:** **Retroactivity re: File 241025:** Accept and Expend Grant - Centers for Disease Control and Prevention, California Department of Public Health - State Physical Activity and Nutrition (SPAN) Program and CDPH CalFresh Health Living Grant

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This Resolution seeks authorization for the Department of Public Health (DPH) to retroactively accept and expend funds in the amount of \$440,000 from the Centers for Disease Control and Prevention (CDC) through the California Department of Public Health (CDPH).

This item is retroactive due to delays in receiving the final grant budget documents from CDPH. SFDPH received initial notice of the grant on December 8, 2023, for a project start date of August 1, 2024. This start date was predetermined by the grantor. However, DPH did not receive the final grant budget and contract documents until July 9, 2024. Once these issues were resolved with CDPH, DPH put together the accept and expend packet and forwarded it to the Controller's Office for review on September 10, 2024. The Controller's Office approved the accept and expend packet and forwarded it to the Mayor's Office on October 1, 2024, for introduction on October 15, 2024. We respectfully request retroactive authorization for this item.

Please contact Christina Chiong, SFDPH Accept & Expend Unit Manager, at [christina.chiong@sfdph.org](mailto:christina.chiong@sfdph.org) for any questions about this request for retroactive authorization.