



# San Francisco Department of Public Health

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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:** Tuesday, May 23, 2023

**Re:** Accept and Expend COVID-19 Test to Treat Equity Grant

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This Resolution seeks authorization for the Department of Public Health to retroactively accept and expend funds in the amount of \$500,000 from the California Department of Public Health (CDPH) through the Physicians for a Healthy California. Due to the delay in receiving grantor approval for the budget draft, the review and approval from the Controller's office and the Mayor's office, we are requesting the accept and expend to be scheduled for the next Budget and Finance committee.

We humbly request retroactive authorization as we received the notice of award on October 29, 2022, for a project start date of December 1, 2022. When the notice of award was received on October 29, 2022, we had submitted the budget for a pre-review to the grantor on January 18, 2023, as well as resolving any ownership issues for vehicles and equipment. After the revised budget was approved on March 24, 2023, the accept and expend packet was packaged and forwarded to the Controller's office on March 30, 2023. On January 11, 2023, a copy of the contract was forwarded to the City Attorney's office (CAO) and the Contracts unit for review. After discussions with the CDPH on various terms of the contract, the changes were made and accepted. The revised contract was forwarded to CDPH, our COO, Greg Wagner and CAO for signatures on May 2, 2023. Please contact Greg Wong, grants analyst, at [greg.wong@sfdph.org](mailto:greg.wong@sfdph.org) for any questions about this request for retroactive authorization.