



San Francisco Department of Public Health

Daniel Tsai
Director of Health

City and County of San Francisco
Daniel Lurie
Mayor

Memorandum

To: Honorable Members of the Board of Supervisors

From: San Francisco Department of Public Health

Date: Thursday, January 8, 2026

RE: **Retroactivity re: File 251256**

This Resolution seeks authorization for the Department of Public Health (DPH) to retroactively accept and expend a grant increase of \$23,687.72 from the National Institutes of Health through the Regents of the University of California, San Francisco.

This grant increase is retroactive because DPH received notice of the award after the project start date. DPH received notice of the initial award on March 6, 2023. DPH received notice of the most recent grant increase on September 6, 2025, for a project start date of June 1, 2025. The project start dates were predetermined by the grantor. Upon receiving the notice of the grant increase, DPH put together the accept and expend packet, and forwarded it to the Controller's Office for review and approval. The Controller's Office forwarded the packet to the Mayor's Office on December 5, 2025, for introduction on December 16, 2025.

We respectfully request retroactive authorization for this item. Please contact Lily Conover, SFDPH Controller, at lily.conover@sfdph.org for any questions about this request for retroactive authorization.