



SONIA Y. ANGELL, MD, MPH
State Public Health Officer & Director

State of California—Health and Human Services Agency
California Department of Public Health



GAVIN NEWSOM
Governor

March 20, 2020

Dr. Tomas Aragon
Health Officer
City & County of San Francisco
101 Grove Street, Room 308
San Francisco, CA 94102

Authority:

Section 311(c)(1) of the Public Health
Service Act
(42 USC 243(c)(1))

Coronavirus Preparedness and
Response Supplemental Appropriations
Act, 2020 (P.L. 116-123)

Dear Dr. Tomas Aragon:

COVID-19 Crisis Response Funding
Award Number: COVID-19-38 for City & County of San Francisco

This letter covers COVID-19 Crisis Response reimbursement information for the period of March 5, 2020 through March 15, 2021. The Emergency Preparedness Office (EPO) is allocating **\$750,038** to **City & County of San Francisco** in order to support your greatest response needs to prevent, prepare for, and respond to COVID-19.

Your Agency may use discretion to allocate this funding to your highest priority response needs in the following categories (Attachment 1 – Allowable Activities):

- Incident Management for Early Crisis Response;
- Jurisdictional Recovery;
- Information Management;
- Countermeasures and Mitigation;
- Surge Management; and
- Biosurveillance

The following costs are unallowable:

- Research;
- Clinical care except as provided above in connection with countermeasures and mitigation; and
- Publicity and propaganda (lobbying):
 - Other than for normal and recognized executive-legislative relationships, no funds may be used for:
 - publicity or propaganda purposes, for the preparation, distribution, or use of any material designated to support or defeat the enactment of legislation before any legislative body; and



- the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body.

EPO will reimburse your Agency within three business days of invoice receipt. In order to receive your allocation, please complete and submit your invoice (Attachment 2 – Invoice) as soon as possible to: LHBTProg@cdph.ca.gov.

Please Submit the following to EPO:

1. Invoice requesting reimbursement at your Agency's full allocation. Use the attached COVID-19 Invoice. Submit your invoice to: LHBTProg@cdph.ca.gov.
2. By April 9, 2020, submit a spend plan (Attachment 3 – Spend Plan) to: LHBTProg@cdph.ca.gov.
 - Personnel supported with this funding should not duplicate efforts across other federal grants; exceed 1.0 FTE across all funding sources; and salary is kept below \$189k as required by the funder.
 - Please maintain any supporting documentation for expenditures against this funding.
3. By April 23, 2020, submit a work plan (Attachment 4 – Work Plan) to: LHBTProg@cdph.ca.gov.
4. On a quarterly basis, beginning in June 2020, submit an expenditure report (Attachment 3) and work plan progress report (Attachment 4).

Thank you for the time your Agency has and will continue to invest in this response. I am hopeful that with additional funding your Agency will have the adequate resources for an appropriate response. If you have any questions or need further clarification, please contact your assigned EPO Contract Manager directly.

Sincerely,



Tricia Blocher, Deputy Director
Emergency Preparedness Office
California Department of Public Health