

**File Number:** \_\_\_\_\_  
(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: **Tobacco Grant Program Award**

2. Department: **Environmental Health**

3. Contact Person: **Jennifer Callewaert** Telephone: **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: **\$1,780,842**

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

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

7a. Grant Source Agency: **California Department of Justice**

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

8. Proposed Grant Project Summary:

**DPH Environmental Health intends to coordinate tobacco use prevention outreach and education with the San Francisco Unified School District (SFUSD). We will monitor the presence of illegal tobacco products within the City and County of San Francisco with the assistance of the San Francisco Department of Children, Youth and Families, San Francisco Public Health Foundation, San Francisco Youthworks, and other community-based non-profits and/or faith-based organizations (CBOs). We will enforce against illegal sales of tobacco products to persons under the age of 21 with the San Francisco Police Department and the San Francisco City Attorney's office. We will evaluate the effectiveness of our activities through the youth survey conducted by SFUSD.**

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

Start-Date: **January 1, 2021**

End-Date: **December 31, 2023**

10a. Amount budgeted for contractual services: **\$894,662**

b. Will contractual services be put out to bid? **No.**

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

d. Is this likely to be a one-time or ongoing request for contracting out? **On-going**

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

b1. If yes, how much? **\$84,802**

b2. How was the amount calculated? **5% of Expenditures**

c1. If no, why are indirect costs not included?

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?

12. Any other significant grant requirements or comments:

**We respectfully request for approval to accept and expend these funds retroactive to January 1, 2021. The Department received the award on December 31, 2020. This grant does not require an ASO amendment.**

Project Description: HD ENV 2021 PD150 SFDPH DOJ PR

Project: 10037286

Activity: 0001

Dept: 251975

Fund: 11580

Authority: 10001

**\*\*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 type="checkbox"/> Existing Structure(s)      | <input 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: 1/29/2021 | 8:50 AM PST

DocuSigned by:  
  
704292F7351F13D...  
 (Signature Required)

**Department Head or Designee Approval of Grant Information Form:**

Dr. Grant Colfax  
(Name)

Director of Health  
(Title)

Date Reviewed: 2/2/2021 | 5:33 PM PST

DocuSigned by:  
  
20327324732838F...  
 (Signature Required)

Greg wagner, COO for