

File Number: 220820
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

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: **Medical Monitoring Project (MMP)**
2. Department: **Department of Public Health
Public Health Division (PHD)
Applied Research, Community Health Epidemiology, & Surveillance (ARCHES)**

3. Contact Person: **Ling Hsu** Telephone: **(628) 217-6246**

4. Grant Approval Status (check one):

Approved by funding agency

Not yet approved

5. Amount of Grant Funding Approved or Applied for: **\$1,164,614**
(Year 1: 06/01/2020 – 05/31/2021 (AAO): **\$532,307**
Year 1: Grant increase: **\$50,000**
Year 2: 06/01/2021 – 05/31/2022 (AAO): **\$523,517**
Year 2: Grant increase: **\$58,790**)

6a. Matching Funds Required: **No**

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

7a. Grant Source Agency: **Centers for Disease Control and Prevention (CDC)**

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

8. Proposed Grant Project Summary:

The Medical Monitoring Project (MMP) is a comprehensive population-based project to gather detailed information on HIV-infected patients receiving care in the United States. San Francisco has been selected as one of the study sites. Information collected through patient interview and medical chart abstraction will enable us to estimate resource needs for treatment and other services for people infected with HIV in San Francisco as well as nationally. Data from the project can document who is receiving care and provide population-based estimates of clinical characteristics for persons with HIV and AIDS in care. This information can then be used to improve access to care and prevention by supporting funding requests for the Ryan White CARE Act and by informing the HIV prevention community planning process.

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

Year One Project: Start-Date: **June 1, 2020**

End-Date: **May 31, 2021**

Year Two Project: Start-Date: **June 1, 2021**

End-Date: **May 31, 2022**

10a. Amount budgeted for contractual services: **\$1,081,971**

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

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

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? **\$11,580**

b2. How was the amount calculated? **25% of Salaries**

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

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? **N.A.**

12. Any other significant grant requirements or comments:

This grant does not require an ASO amendment and partially reimburses the Department for two positions: one (Job Class #2589) Health Coordinator I at 0.70 FTE, and one (Job Class#2591) Health Program Coordinator II at .05 FTE during the period of June 1, 2021 through May 31, 2022. We respectfully request for approval to accept and expend these funds retroactive to June 1, 2020. The Department received the award letters on August 19, 2020, and August 25, 2021. The grant increase was \$50,000 for FY20-21, and \$58,790 for FY21-22 for a total of \$108,790 and \$1,055,824 was set up through the Annual Appropriation Ordinance.

FY20-21 = 10034013 (06/01/20-05/31/21)

FY21-22 = 10035520 (06/01/21-05/31/22)

Fund	11580
Dept	251929
Project Description	HD HIV AO05 1920 MMP
Project	10034013
Version	V101
Activity	0001
Authority	10001

Fund	11580
Dept	251929
Project Description	HD HIV AO05 2021 MMP
Project	10035520
Version	V101
Activity	0001
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: 4/13/2022 | 12:05 PM PDT

DocuSigned by:
Toni Rucker
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Dr. Grant Colfax
(Name)

Director of Health
(Title)

Date Reviewed: 4/14/2022 | 1:27 PM PDT

DocuSigned by:
Greg Wagner
(Signature Required)
Greg wagner, COO for