

File No. 260738

Committee Item No. 13

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date July 22, 2026

Board of Supervisors Meeting Date _____

Cmte Board

- | | | |
|-------------------------------------|--------------------------|--|
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| ☐ | ☐ | Ordinance |
| ☐ | ☐ | Legislative Digest |
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| ☐ | ☐ | Introduction Form |
| ☒ | ☐ | Department/Agency Cover Letter and/or Report |
| | | • DPH Self-Insured Letter 5/5/2026 |
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| ☐ | ☐ | MOU |
| ☒ | ☐ | Grant Information Form |
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| ☐ | ☐ | Application |
| ☐ | ☐ | Public Correspondence |

OTHER (Use back side if additional space is needed)

- | | | |
|-------------------------------------|--------------------------|---|
| ☒ | ☐ | <u>DPH Statement on Retroactivity 7/16/2026</u> |
| ☒ | ☐ | <u>DPH Presentation 7/22/2026</u> |
| ☐ | ☐ | _____ |
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Completed by: Brent Jalipa Date July 15, 2026

Completed by: Brent Jalipa Date _____

1 [Accept and Expend Grant - Retroactive - State of California - Essential Access Health -
2 Comprehensive Sexual and Reproductive Health Program - \$250,000]

3 **Resolution retroactively authorizing the Department of Public Health to accept and**
4 **expend a grant in the amount of \$250,000 from the State of California through Essential**
5 **Access Health for participation in a program, entitled “Comprehensive Sexual and**
6 **Reproductive Health Program”; retroactively approving the Grant Agreement between**
7 **the City, acting by and through the Department of Public Health, and the Essential**
8 **Access Health for the purpose of strengthening the overall quality of the California**
9 **Comprehensive Sexual and Reproductive Health program for a term of one year from**
10 **April 1, 2026, through March 31, 2027, for a total not to exceed amount of \$250,000; and**
11 **to authorize the Director of Health to enter into amendments or modifications to the**
12 **Grant agreement that do not materially increase the obligations or liabilities to the City**
13 **and are necessary to effectuate the purposes of the Grant or this Resolution.**

14
15 WHEREAS, The State of California (CA), through Essential Access Health (EAH) as a
16 pass-through entity, has agreed to fund the San Francisco Department of Public Health (DPH)
17 in the amount of \$250,000 for the period of April 1, 2026, through March 31, 2027; and

18 WHEREAS, DPH proposes to use the grant funds to strengthen the overall quality of
19 the California Comprehensive Sexual and Reproductive Health (SRH) program and its ability
20 to meet the needs of the community; and

21 WHEREAS, DPH plans to provide comprehensive family planning health services to
22 Family Planning clients of reproductive age to plan and space their pregnancies, to assist
23 family planning clients to take steps toward becoming fully healthy individuals by initiating
24 reproductive life planning discussions and providing preconception/inter-conception care,
25 when indicated, through March 31, 2027; and

1 WHEREAS, DPH plans to increase the community's knowledge and access to DPH
2 family planning services; and

3 WHEREAS, DPH will look to improve and maintain DPH financial systems to ensure
4 contract compliance; and

5 WHEREAS, The grant does not require an Annual Salary Ordinance Amendment; and

6 WHEREAS, A request for retroactive approval is being sought because DPH received
7 the award letter on April 3, 2026, for a project start date of April 1, 2026; and

8 WHEREAS, The grant budget includes a provision for indirect costs in the amount of
9 \$32,608; and

10 WHEREAS, The proposed Grant Agreement contained in File No. 260738, is
11 substantially in final form, with all material terms and conditions included, and only remains to
12 be executed by the parties upon approval of this Resolution; now, therefore, be it

13 RESOLVED, That DPH is hereby authorized to retroactively accept and expend a grant
14 in the amount of \$250,000 from the CA through EAH; and, be it

15 FURTHER RESOLVED, That DPH is hereby authorized to retroactively accept and
16 expend the grant funds pursuant to Administrative Code, Section 10.170-1; and, be it

17 FURTHER RESOLVED, That the Board of Supervisors hereby retroactively approves
18 the Grant Agreement in substantially the form contained in File No. 260738; and, be it

19 FURTHER RESOLVED, That the Board of Supervisors authorizes the Department of
20 Public Health to make any modifications to the Grant Agreement prior to its final execution by
21 all parties, that the Department of Public Health determines, in consultation with the City
22 Attorney, are consistent with this Resolution, in the best interest of the City, do not materially
23 increase the obligations or liabilities of the City, are necessary or advisable to effectuate the
24 purposes of the Grant Agreement and are in compliance with all applicable laws, including
25 City's Charter; and, be it

1 FURTHER RESOLVED, That within 30 days of the Grant Agreement being fully
2 executed by all parties, the Department of Public Health shall submit to the Clerk of the Board
3 of Supervisors a completely executed copy for inclusion in File No. 260738; and, be it

4 FURTHER RESOLVED, This requirement and obligation resides with the Department,
5 and is for purposes of having a complete file only, and in no manner affects the validity of
6 approved Grant Agreement.

1 Recommended: Approved: /s/ Sophia Kittler for
2 Mayor Daniel Lurie
3 /s/ Jenny Louie for
4 Daniel Tsai Approved: /s/ Jocelyn Quintos for
5 Director of Health Greg Wagner, Controller
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File Number: 260738
(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: **Comprehensive Sexual and Reproductive Health Program**

2. Department: **Department of Public Health
Maternal Child and Adolescent Health**

3. Contact Person: **Aline Armstrong** Telephone: 415-420-0980

4. Grant Approval Status (check one):

☒ Approved by funding agency

☐ Not yet approved

5. Amount of Grant Funding Approved or Applied for: **\$250,000**

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

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

7a. Grant Source Agency: **State of California**

b. Grant Pass-Through Agency (if applicable): **Essential Access Health**

8. Proposed Grant Project Summary:

The San Francisco Department of Public Health (DPH) proposes to use the grant funds to strengthen the overall quality of the California Comprehensive Sexual and Reproductive Health (SRH) program and its ability to meet the needs of the community, provide comprehensive family planning health services to Family Planning clients of reproductive age to plan and space their pregnancies, to assist family planning clients to take steps toward becoming fully healthy individuals by initiating reproductive life planning discussions and providing preconception/inter-conception care, when indicated, through March 31, 2027, increase the community's knowledge and access to family planning services offered by DPH, and improve and maintain DPH financial systems to ensure contract compliance.

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

Start-Date: **04/01/2026**

End-Date: **03/31/2027**

10a. Amount budgeted for contractual services: **\$0**

b. Will contractual services be put out to bid? **N.A.**

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? **N.A.**

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

b1. If yes, how much? **\$32,608**

b2. How was the amount calculated? **15% of Total Personnel Cost**

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:

We respectfully request for approval to accept and expend these funds retroactive to April 1, 2026. The Department received the award on April 3, 2026.

The grant does not require an ASO amendment, does not create net new positions, and partially reimburses the department for the existing positions:

No.	Class	Job Title	FTE	Start Date	End Date
1	2587	Health Worker III	0.20	04/01/2026	03/31/2027
2	2593	Health Program Coordinator III	0.58	04/01/2026	03/31/2027

Project Description: FY26-27 California Comprehensive Sexual and Reproductive
Project ID: 10043496
Proposal ID: CTR00005375
Fund: 11580
Version ID: V101
Authority ID: 10001
Activity ID: 0001

****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):

- | | | |
|--|---|--|
| ☒ Existing Site(s) | ☐ Existing Structure(s) | ☐ Existing Program(s) or Service(s) |
| ☐ Rehabilitated Site(s) | ☐ Rehabilitated Structure(s) | ☐ New Program(s) or Service(s) |
| ☐ New Site(s) | ☐ 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: 6/8/2026 | 11:17 PM PDT

Signed by:
Aman Lail
(Signature Required)
Aman Lail, CAO, Ambulatory Services Division for
Toni Rucker

Department Head or Designee Approval of Grant Information Form:

Daniel Tsai
(Name)

Director of Health
(Title)

Date Reviewed: 6/9/2026 | 5:26 PM PDT

Signed by:
Jenny Louie for Daniel Tsai
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**ESSENTIAL ACCESS HEALTH
CA STATE BACKFILL SUBRECIPIENT
AGREEMENT NUMBER: 380-5320-70301-26-27
EFFECTIVE DATES: APRIL 1, 2026 – MARCH 31, 2027**

This Subrecipient Agreement ("Agreement") is entered into by and between:
Essential Access Health ("Essential Access") and **City and County of San Francisco
Department of Public Health**.

Essential Access awards these CA State Backfill funds to Subrecipient in order to support the delivery of family planning and related preventive health services in California.

1. APPLICABLE REGULATIONS

Subrecipient shall comply with all applicable federal and state requirements, including:

- 2 CFR Part 200 (Uniform Guidance)
- United States Generally Accepted Accounting Principles ("U.S. GAAP")

2. SCOPE OF SERVICES

Subrecipient shall:

1. Provide comprehensive family planning and related preventive health services to all eligible clients.
2. Implement the Scope of Work in Attachment A.
3. Maintain required administrative, financial, and programmatic policies and procedures.
4. Notify Essential Access within 10 business days of changes in key staff or clinic locations.

3. FUNDING AND FINANCIAL REQUIREMENTS

3.1 Award Amount

Essential Access shall reimburse Subrecipient for allowable costs up to **\$250,000**, contingent upon funding availability.

3.2 Budget

- Subrecipient shall submit a budget and cost allocation methodology through the Essential Access portal.
- Budget modifications must comply with applicable regulations outlined in Section 1 and be submitted by March 31, 2027.

3.3 Indirect Costs

- Subrecipient may use a Federally approved indirect cost rate.
- If no rate exists, Subrecipient may use the 15% de minimis rate.

3.4 Allowable Costs

Costs must comply with federal cost principles. Disallowed costs must be repaid within 30 days.

3.5 Payments

- Quarterly Statement of Revenue and Expenses (SRER) are due by the 25th of the month following each quarter.
- Essential Access shall reimburse funds within 30 days of approving the quarterly SRER.
- Essential Access may reallocate unspent funds in the final quarter.

4. REPORTING AND RECORDKEEPING

4.1 Required Reports

Subrecipient shall submit all financial, programmatic, and performance reports as required in Attachment B.

4.2 Financial Reporting

Subrecipient shall assist Essential Access in preparing required reporting documentation, as applicable.

4.3 Late or Missing Reports

Essential Access may suspend payments until required reports are submitted and approved.

4.4 Record Retention

Records shall be retained for three (3) years after Essential Access submits its annual financial report, or longer if required due to audits or litigation.

4.5 Access to Records

Essential Access, and authorized state officials shall have reasonable access to records, staff, and facilities.

5. MONITORING AND OVERSIGHT

Essential Access and authorized state officials may conduct audits, site visits, data reviews, and program assessments. If deficiencies are identified, Subrecipient shall implement corrective actions within a reasonable period not to exceed six (6) months.

6. AUDIT REQUIREMENTS

Subrecipient shall:

1. Undergo an annual external audit meeting GAGAS standards.
2. Submit audit reports to Essential Access within 30 days of receipt
3. Implement required corrective actions.

7. BILLING REQUIREMENTS

Subrecipient shall:

- Maintain all required National Provider Identification (NPI) numbers.
- Bill Medi-Cal and Family PACT for eligible services.
- Not use awarded funds for medications billed to third parties.

8. CENTRALIZED DATA SYSTEM (CDS)

Subrecipient shall:

1. Complete CDS Action Plan requirements as applicable.
2. Submit bi-monthly CVR export files by the 25th.
3. Notify Essential Access of discrepancies or data code changes within 30 days.
4. Report clinic site or key personnel changes in accordance with Article 2.
5. Update Semiannual Progress Report tables for data not captured in CDS.

9. PROPERTY AND COPYRIGHT

9.1 Equipment

Equipment purchased with awarded funds shall comply with federal property rules. Subrecipient shall maintain inventory and may be required to transfer equipment to Essential Access.

9.2 Copyright

Materials developed under this Agreement grant Essential Access and state a royalty-free, non-exclusive license. Publications must include required state acknowledgments and disclaimers.

10. SUSPENSION AND TERMINATION

10.1 Suspension

Essential Access may suspend payments for up to 30 days for non-compliance with reporting requirements.

10.2 Termination Without Cause

Either party may terminate this Agreement with 30 days' written notice.

10.3 Termination for Cause

Essential Access may terminate immediately for:

- Misuse of funds
- Loss of insurance or required licenses
- Material non-compliance
- Submission of materially incorrect reports
- Debarment
- Threats to client health or safety

- Loss or reduction of state funding

11. RELATIONSHIP; INDEMNIFICATION

11.1 Relationship of Parties:

During the term of this Agreement, Essential Access and Subrecipient shall remain separate and independent entities. None of the provisions of this Agreement are intended to create, nor shall be deemed or construed to create any relationship between or among the Parties other than that of independent entities. Except as otherwise provided, neither of the Parties shall be construed to be the agent, partner, co-venturer, employee or representative of the other Party.

Subrecipient is an independent contractor and, therefore, is not covered by, or entitled to, any insurance (including Worker's Compensation coverage for Subrecipient's employees) or other benefits maintained by Essential Access for its officers, agents, or employees.

11.2 Indemnification:

Subrecipient hereby agrees to indemnify, defend and hold harmless Essential Access, its affiliates, officers, directors, employees and agents against any and all liability, loss, damages or expenses that Essential Access, its affiliates, officers, directors, employees or agents may hereinafter sustain, incur or be required to pay (including court costs and reasonable attorney fees) arising from the acts or omissions of Subrecipient, its officers, employees, agents or representatives in connection with the performance of or failure to perform its obligations under this Agreement, except to the extent caused by or resulting from the negligence or willful misconduct of Essential Access.

Essential Access hereby agrees to indemnify, defend and hold harmless Subrecipient, its affiliates, officers, directors, employees and agents against any and all liability, loss, damage or expense that Subrecipient, its affiliates, officers, directors, employees or agents may hereinafter sustain, incur or be required to pay (including court costs and reasonable attorneys' fees) arising from the acts or omissions of Essential Access, its officers, employees, agents or representatives in connection with the performance or failure to perform its obligations under this Agreement, except to the extent caused by or resulting from the negligence or willful misconduct of Subrecipient.

The obligations of this Section shall survive termination of this Agreement.

12. DISPUTE RESOLUTION

The Parties shall first attempt to resolve any claims, controversies or disputes arising out of or relating to this Agreement by informal discussions between the Parties, subject to good cause exceptions, including, but not limited to, disputes determined by either

Party to require immediate relief (i.e., circumstances which may result in fraud, theft or a misappropriation of awarded funds). Any claim, controversy or dispute that has not been resolved by informal discussions between the Parties within a reasonable period of time after the commencement of such discussion (not to exceed thirty (30) calendar days), shall then be resolved by final and binding arbitration under the commercial arbitration rules of the American Arbitration Association then in effect. Essential Access and Subrecipient will pay their own attorneys' fees and expert fees and other costs related to prosecuting or defending any dispute but shall share equally the costs and fees associated with the arbitration hearing and the arbitrator or arbitration panel. Judgment on any arbitration award or decision may be entered in any court having jurisdiction.

13. INSURANCE

13.1 Subrecipient Insurance Requirements

Subrecipient agrees to secure and maintain, or cause to be secured and maintained, during the Term of this Agreement and as appropriate, the insurance coverage set forth as follows:

- a.** General Liability: coverage of at least \$1,000,000 per occurrence and \$3,000,000 annual aggregate against general liability endorsed for premises-operations, products/completed operations, contractual, property damage, and personal injury liability;
- b.** Workers' Compensation: in accordance with applicable law statutorily required amounts;
- c.** Professional Liability: coverage of at least \$1,000,000 per occurrence against professional liabilities for Subrecipient and its employed health care practitioners which may occur as a result of services provided by Subrecipient's health care practitioners; and
- d.** Fidelity: coverage adequate to protect against loss due to employee dishonesty.

13.2 Additional Insurance Provisions.

Essential Access will be named as a co-insured or additional insured on all of Subrecipient's insurance policies showing the above coverage amounts and effective dates. If Subrecipient's professional liability insurance is written in a "claims made", as opposed to an "occurrence" form, Subrecipient agrees to purchase or otherwise make arrangements for a "tail" or extended disclosure period policy for all activities so insured during the course of this Agreement. Within ten (10) days after execution of this Agreement, Subrecipient will provide Essential Access with certificates of insurance for the above required coverages. Subrecipient shall promptly provide Essential Access with written notice of any ineligibility determination, suspension, revocation or other action or change relevant to the insurance requirements set forth above. Subrecipient may provide

all or a portion of the required coverage through programs of self-insurance as allowed by California law.

14. CONFIDENTIALITY

In accordance with prevailing federal and state of California confidentiality statutes, regulations, customs and usage, canons, or code of professional ethics, the Parties (and their employees, agents, and contractors) shall not disclose, except to each other, any proprietary information, professional secrets or other information, records, data and data elements (including, but not limited to, protected health information as defined by the Health Insurance Portability and Accountability Act of 1996 ("HIPAA")) collected and maintained in the course of carrying out responsibilities under this Agreement, unless either Party receives prior written authorization to do so from the other Party or as authorized or required by law; provided that, nothing contained herein shall be construed to prohibit Essential Access or the State of California from obtaining, reviewing, and auditing any information, record, data, and data elements to which it is lawfully entitled. All confidential obligations contained herein (including those pertaining to information transmitted orally) shall survive termination of this Agreement.

15. CONFLICT OF INTEREST

15.1 Written Conflict of Interest Policy.

Subrecipient shall maintain a written conflict of interest policy that includes provisions to ensure that no employee, director, officer, or agent shall participate in the administration of this Award if an actual, apparent or potential conflict of interest would be involved. Such a conflict would arise when the employee, consultant, officer or member of Subrecipient's Board of Directors uses his/her position for purposes that are, or give the appearance of being, motivated by the possibility of private gain for himself, herself, or others, such as those with whom they have family, business, or personal ties.

15.2 Subrecipient Employees.

Subrecipient shall ensure that no employee shall be paid as a staff member and a consultant.

16. GOVERNING LAWS

16.1 Compliance with State and Local Laws.

Subrecipient shall comply with all applicable laws, ordinances, and codes of the state of California and local governments in the performance of the Agreement, including all licensing standards and all applicable professional standards.

16.2 Assurance of Compliance

Subrecipient shall comply with the Assurance of Compliance as set forth in Attachment C, attached by reference to this Agreement.

16.3 Acknowledgments

Subrecipient hereby acknowledges:

- a.** That any violation of certifications 16.1 and/or 16.2 of this Section will result in immediate termination of this Agreement by Essential Access; and
- b.** That this Agreement is nonexclusive in nature, and Essential Access retains the authority to contract with other parties for the delivery of Family Planning Services in Subrecipient's geographic area.

17. TERM

This Agreement is effective April 1, 2026 – March 31, 2027, unless terminated earlier.

18. MISCELLANEOUS

18.1 Severability

The provisions of this Agreement are not severable. In the event that any one or more provisions of this Agreement are deemed null, void, illegal or unenforceable, the Parties shall renegotiate or terminate the remaining provisions of this Agreement unless the Parties mutually agree in writing that the invalidity, illegality or unenforceability of said provision does not materially change the obligations of the Parties under this Agreement. In the event that the Parties reach such an agreement, this Agreement shall be construed in all respects as if such invalid or unenforceable provisions have been omitted.

18.2 Third Party Beneficiaries

This Agreement was created by the Parties solely for their benefit and is not intended to confer upon any person or entity other than the Parties any rights or remedies hereunder.

18.3 Assignment

The rights, obligations and responsibilities established herein shall not be assigned, subcontracted, or transferred by either Party without the express prior written consent of the other Party.

18.4 Entire Agreement

This Agreement represents the complete understanding of the Parties with regard to the subject matter. This Agreement supersedes any other agreements or understandings between the Parties, whether oral or written, relating to the subject matter of this Agreement. No such other agreements or understandings may be enforced by either Party or employed for interpretation purposes in any dispute involving this Agreement.

18.5 Amendments

Any amendment to this Agreement shall be in writing and signed by both Parties. Except for the specific provision of this Agreement which thereby may be amended, this Agreement shall remain in full force and effect after such amendment.

18.6 Headings and Construction

All headings contained in this Agreement are for reference purposes only and are not intended to affect in any way the meaning or interpretation of this Agreement.

18.7 Waiver

Performance of any obligation required of a party hereunder may be waived only by a written waiver signed by the other party, which waiver shall be effective only with respect to the specific obligations described therein. The waiver of a breach of any provision shall not operate or be construed as a waiver of any subsequent breach.

18.8 Counterparts and Facsimile Signatures

This Agreement may be executed in any number of original counterparts, none of which need contain the signatures of all Parties. Additionally, this Agreement may be consummated by electronic means, and an electronic signature shall be considered an original wet ink signature for all purposes.

19. NOTICES

All notices required to be given under this Agreement shall be in writing, and delivered in person or sent by facsimile, overnight courier or certified mail, return receipt requested, postage prepaid, or electronic mail to the following addresses:

Essential Access:

Essential Access Health
Attn: Benedicta Adewunmi
Contracts and Compliance Manager
725 S. Figueroa St., Suite 3350
Los Angeles, CA 90017
badewunmi@essentialaccess.org

Subrecipient:

Jenny Louie
jenny.louie@sfdph.org
COO
City and County of San Francisco Department of Public Health
1380 Howard Street 5th Floor
San Francisco, CA 94103-2652

20. SIGNATURES

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the dates below.

ESSENTIAL ACCESS HEALTH

By: _____

Name: Nomsa Khalfani, PhD

Title: Chief Executive Officer

Date: _____

SUBRECIPIENT

By: _____

Name: _____

Title: _____

Date: _____



Accept and Expend Grant:

State of California - Essential Access Health - Comprehensive Sexual and Reproductive Health Program

BOS Budget & Finance Committee

Osinachi Okakpu, Family Planning Coordinator, MCAH

July 22, 2026

SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH

Overview of Item



Accept and Expend Grant - Retroactive - State of California - Essential Access Health - Comprehensive Sexual and Reproductive Health Program - \$250,000:

- **Amount:** \$250,000
- **Timeline:** April 1, 2026 – March 31, 2027
- **Grantor:** State of California, through Essential Access Health
- **Grant Summary:** Strengthen the overall quality of the California Comprehensive Sexual and Reproductive Health program

Project Summary



- The grant will support the MCAH Family Planning Program in improving access to high-quality, comprehensive sexual and reproductive health services.
- Funding strengthens provider capacity, supports evidence-based family planning services, advances health equity, and expands access to informed reproductive health care.
- The grant also supports quality improvement, community engagement, and program oversight to ensure services remain responsive to community needs.

Retroactivity



We are seeking **retroactive authorization** to accept this gift.

- SFDPH received the award letter for this grant on April 3, 2026, for a project start date of April 1, 2026.
- DPH then brought this item to the BOS after going through the fiscal approvals process, including Controller's Office review and approval.



Conclusion

**DPH respectfully requests retroactive approval of this item.
Thank you!**

Statement of Work (SOW)

Administrative Goal

Administrative Goal:	Strengthen the overall quality of the California Comprehensive Sexual and Reproductive Health (SRH) program and its ability to meet the needs of the community.	
Objective 1:	Implement or maintain a review process of all agency functions, in order to ensure high quality comprehensive SRH services by Mar 31, 2027, as evidenced by completion of activities 1.A through 1.J.	
Number	Activity	
1. A	Ensure that administrative policies and procedures are in place to facilitate effective and efficient management and governance.	
1. B	Review family planning program policies and procedures on an annual basis. Policies and procedures must include training for clinical, program, and other designated staff on mandatory reporting of child abuse and human trafficking as per State Program Requirements.	
1. C	Obtain annual client feedback through client satisfaction surveys inclusive of all sites.	
1. D	Maintain and update a community needs assessment inclusive of the CA Comprehensive SRH program on a periodic basis (at least once every 5 years) to define subrecipient's role in the community.	
1. E	The CA Comprehensive SRH program is implemented with input from individuals representative of served community and knowledgeable of community needs.	
1. F	Maintain and update current clinical and client education protocols which include but are not limited to: reproductive health care and appropriate primary care, disability, domestic violence, emergency care, pregnancy counseling and testing, birth control methods, STI/HIV and flu vaccinations.	
1. G	Document procedures for the identification and referral of patients with the following problems: high blood pressure, HIV positive, domestic violence, and substance using/abusing.	
1. H	Maintain a Continuous Quality Improvement (CQI) System that will, through medical records review at each site and inclusive of all providers, determine if all essential elements of comprehensive family planning services and appropriate education and counseling services are being provided at all program sites. Program Performance Measure.	
1. I	Provide comprehensive SRH data through the Centralized Data System (CDS) for the purpose of contract reporting and performance measurement. Implement and monitor collected data and performance measures, and utilize tools on the data dashboard to improve quality as needed.	
1. J	Ensure that the CA Comprehensive SRH program operates on a voluntary basis and services are provided in a non-coercive manner.	

Statement of Work (SOW)

Clinical Goal

Clinical Goal:	Provide comprehensive family planning health services to Family Planning clients of reproductive age to plan and space their pregnancies.	
Objective 1:	Provide SRH education and medical services to individuals by Mar 31, 2027, as evidenced by completion of activities 1.A through 1.I.	
Number	Activity	# of Clients
1. A	Document and report the poverty status of comprehensive SRH clients.	5225
1. B	Provide comprehensive SRH education, medical services and full range of contraceptive methods and services, either on site or by referral for female clients. Program Performance Measure.	5000
1. C	Provide comprehensive SRH education, medical services and full range of contraceptive methods and services, either on site or by referral for male clients. Program Performance Measure.	225
1. D	Provide a Chlamydia test to at least 80% of women 24 years or younger and in women 25 years or older who are at increased risk for infection within a 12-month period. Program Performance Measure.	0
1. E	All female clients with an abnormal finding on their clinical breast exam should be followed for further evaluation.	0
1.F	The agency must attempt to notify all clients with positive STI/HIV tests within 72 hours of receiving lab results. Upon notification, counsel client regarding follow up and treatment.	0
1.G	All clients with an abnormal finding on their Pap smear should be followed for further evaluation. Program Performance Measure.	0
1.H	Incorporate routine opt-out HIV screening for all clients and testing for high risk clients in accordance with CDC Sexually Transmitted Infections Treatment Guidelines, 2021. Program Performance Measure.	0
1. I	Provide a full range of contraceptive methods (including natural family planning methods) and services (including infertility services and services for adolescents).	0
Objective 2:	Provide comprehensive SRH education and medical services to high-risk, hard-to-reach populations by Mar 31, 2027, as evidenced by completion of activities 2A and 2B (optional).	
Number	Activity	# of Clients
2. A	Provide comprehensive SRH education and medical services to the following number of individuals in high-risk, hard-to-reach populations.	0
	Males	225
	Individuals with Limited English Proficiency (LEP)	1900
	Adolescents (17 & under)	500
2. B	OPTIONAL: Please include estimates of number of clients served in each target population.	0
	Homeless Individuals	200

Statement of Work (SOW)

	Substance-Using/Abusing Individuals	50
	Individuals with Disabilities	0
	Victims and survivors of intimate partner violence	0

Reproductive Life Plan

Reproductive Life Plan:	To assist family planning clients to take steps toward becoming fully healthy individuals by initiating reproductive life planning discussions and providing preconception / inter-conception care, when indicated, through Mar 31, 2027.	
Objective 1:	Provide preconception/inter-conception care and reproductive life planning services to SRH patients through Mar 31, 2027 as evidenced by completion of activity 1.A.	
Number	Activity	
1. A	Obtain reproductive life plans on patients presenting for comprehensive SRH services and provide pre-conception counseling to women planning pregnancy, open to pregnancy or using a full range of contraceptive methods and services; in particular for women with chronic medical conditions that may affect pregnancy outcomes such as obesity, diabetes, hypertension and seizure disorders, and encourage use of folic acid.	

Adolescent Services Goal

Adolescent Services Goal:	Provide comprehensive clinical and counseling services to adolescents.	
Objective 1:	Provide adolescent-specific counseling to all adolescent clients seeking comprehensive SRH services by Mar 31, 2027, as evidenced by completion of activities 1.A through 1.D.	
Number	Activity	
1. A	Provide adolescent-friendly services in a manner that is client-centered.	
1. B	Provide counseling to minors on how to resist sexual coercion.	
1. C	Report child and sexual abuse as required by state law.	
1. D	Provide counseling/education regarding family involvement to all adolescents less than or equal to 17 years of age seeking reproductive health services. The program may not require consent of parents or guardians for the provision of services to minors, nor can any program staff notify a parent or guardian before or after a minor has requested and/or received comprehensive SRH services.	

Statement of Work (SOW)

Community Education Goal

Community Education Goal:	Increase the community's knowledge and access to family planning services offered by the Subrecipient.	
Objective 1:	Conduct marketing, community outreach and education to potential clients by Mar 31, 2027, as evidenced by completion of activities 1.A through 1.D.	
Number	Activity	
1. A	Maintain and implement a Community Education and Outreach Plan that increases community knowledge of reproductive health and comprehensive SRH services to the community. The plan should provide for opportunities for community education, participation, and engagement to: achieve community understanding of the objectives of the program; inform the community of the availability of services; and promote continued participation in the project by diverse persons to whom comprehensive SRH services may be beneficial to ensure access to affordable, client-centered, comprehensive SRH services. Community Education and Outreach Plan should include any partnerships with community and/or faith-based organizations to meet the unique needs of the local community and any mass marking activities.	
1. B	Provide, to the maximum feasible extent, an opportunity for participation in the development, implementation, and evaluation of the project by community members and by others in the community knowledgeable about the community's needs for comprehensive SRH services.	
1. C	Have an advisory committee that reviews and approves print and electronic informational/educational materials developed or made available under the project, prior to their distribution, to assure that the materials are suitable for the population or community to which they are to be made available. The project shall not disseminate any materials which are not approved by the advisory committee.	
1. D	The advisory committee shall consist of no fewer than five members and up to as many members as the subrecipient determines. The committee shall include individuals broadly representative of the population or community for which the materials are intended.	

Financial Management Goal

Financial Management Goal:	Improve and maintain the Subrecipient's financial systems to ensure contract compliance.	
Objective 1:	Subrecipient will maintain a comprehensive SRH program that is in financial compliance with the contract requirements, as evidenced by completion of activities 1.A through 1.E.	
Number	Activity	
1. A	Develop a line item budget for the period ending Mar 31, 2027 and submit modifications as necessary during designated periods.	
1. B	Develop and maintain financial management systems that are in compliance with the Code of Federal Regulations (CFR) and include the following: budgetary control procedures, accounting systems and reports, purchasing, inventory control, property management, charges, billing and collection procedures.	
1. C	Develop and properly implement a sliding fee scale on an annual basis to reflect the current federal poverty guidelines.	

Statement of Work (SOW)		
1. D	Complete all financial reporting requirements as detailed by the contract.	
1. E	Develop a general ledger report (GLR).	

Partner Agency Name	# of individuals reached through parterning activities
Balboa High School	100
New Generation	100
	0

List all approved Title X-funded family planning program service sites.

Site Number: 7387

Site Name & Address: Castro Mission Health Center 3850 17th Street , San Francisco CA 94114 San Francisco

Zip Codes of Area Served	Type of Area Served	Services Offered	New Services	Family Planning Clinic Hours Office Hours	Proj. Users	NPI Number
94114, 94110, 94131, 94117, 94107, 94102, 94103	☐ Rural ☒ Urban ☐ Suburban	☒ Medical ☐ Community Education ☒ Health Education (in House)	☐ Mobile site ☒ Walk-in appointments ☐ Teen clinic or teen walk-in hours ☐ School-based health center ☐ Not Applicable	Mon: 8:00am - 5:00pm Tue: 8:00am - 5:00pm Wed: 8:00am - 5:00pm Thu: 8:00am - 5:00pm Fri: 8:00am - 5:00pm Sat: Close Sun: Close	210	1700911765

Site Number: 7488

Site Name & Address: Silver Avenue (Health Center #3) 1525 Silver Avenue , San Francisco CA 94124 San Francisco

Zip Codes of Area Served	Type of Area Served	Services Offered	New Services	Family Planning Clinic Hours Office Hours	Proj. Users	NPI Number
94124, 94134, 94110, 94112, 94132, 94127, 94131, 94107	☐ Rural ☒ Urban ☐ Suburban	☒ Medical ☐ Community Education ☒ Health Education (in House)	☐ Mobile site ☐ Walk-in appointments ☐ Teen clinic or teen walk-in hours ☐ School-based health center ☒ Not Applicable	Mon: 8:00am - 6:00pm Tue: 8:00am - 6:00pm Wed: 8:00am - 6:00pm Thu: 8:00am - 6:00pm Fri: 8:00am - 6:00pm Sat: 8:00am - 4:30pm Sun: Close	265	1164557815

Site Number: 7985							
Site Name & Address: Maxine Hall (Health Center #2) 1301 Pierce Street , San Francisco CA 94115 San Francisco							
Zip Codes of Area Served	Type of Area Served	Services Offered	New Services	Family Planning Clinic Days	Hours Office Hours	Proj. Users	NPI Number
94115, 94102, 94109, 94123, 94121	☐ Rural ☒ Urban ☐ Suburban	☒ Medical ☐ Community Education ☒ Health Education (in House)	☐ Mobile site ☐ Walk-in appointments ☐ Teen clinic or teen walk-in hours ☐ School-based health center ☒ Not Applicable	Mon: 8:00am - 6:00pm Tue: 8:00am - 6:00pm Wed: 8:00am - 6:00pm Thu: 8:00am - 6:00pm Fri: 8:00am - 6:00pm Sat: 8:00am - 4:30pm Sun: Close		265	1417082165
Site Number: 8287							
Site Name & Address: SFGH Women's Health Center 1001 Potrero #5M, San Francisco CA 94110 San Francisco							
Zip Codes of Area Served	Type of Area Served	Services Offered	New Services	Family Planning Clinic Days	Hours Office Hours	Proj. Users	NPI Number
94110, 94124, 94112, 94114, 94115, 94102, 94134, 94124	☐ Rural ☒ Urban ☐ Suburban	☒ Medical ☐ Community Education ☒ Health Education (in House)	☐ Mobile site ☐ Walk-in appointments ☐ Teen clinic or teen walk-in hours ☐ School-based health center ☒ Not Applicable	Mon: 8:00am - 5:00pm Tue: 8:00am - 5:00pm Wed: 8:00am - 5:00pm Thu: 8:00am - 5:00pm Fri: 8:00am - 5:00pm Sat: Close Sun: Close		1680	1983648810

Site Number: 8372							
Site Name & Address: Cole Street Youth Clinic 555 Cole Street , San Francisco CA 94117 San Francisco							
Zip Codes of Area Served	Type of Area Served	Services Offered	New Services	Family Planning Clinic Days	Family Planning Clinic Hours Office Hours	Proj. Users	NPI Number
94117, 94121, 94122, 94118, 94115, 94102, 94134, 94124	☐ Rural ☒ Urban ☐ Suburban	☒ Medical ☒ Community Education ☒ Health Education (in House)	☐ Mobile site ☐ Walk-in appointments ☒ Teen clinic or teen walk-in hours ☐ School-based health center ☐ Not Applicable	Mon: 9:00am - 5:00pm Tue: 9:00am - 5:00pm Wed: 9:00am - 5:00pm Thu: 9:30am - 6:00pm Fri: 9:00am - 5:00pm Sat: Close Sun: Close		525	1336275437
Site Number: 8373							
Site Name & Address: Larkin Street Youth Center 134 Golden Gate Avenue , San Francisco CA 94102 San Francisco							
Zip Codes of Area Served	Type of Area Served	Services Offered	New Services	Family Planning Clinic Days	Family Planning Clinic Hours Office Hours	Proj. Users	NPI Number
94109, 94102, 94103, 94108, 94104, 94117	☐ Rural ☒ Urban ☐ Suburban	☒ Medical ☒ Community Education ☒ Health Education (in House)	☐ Mobile site ☒ Walk-in appointments ☒ Teen clinic or teen walk-in hours ☐ School-based health center ☐ Not Applicable	Mon: 9:00am - 5:00pm Tue: 9:00am - 5:00pm Wed: 9:00am - 5:00pm Thu: 9:00am - 5:00pm Fri: 9:00am - 5:00pm Sat: Close Sun: Close		370	1386770477

Site Number: 8374							
Site Name & Address: Potrero Hill Health Center 1050 Wisconsin St. , San Francisco CA 94107 San Francisco							
Zip Codes of Area Served	Type of Area Served	Services Offered	New Services	Family Planning Clinic Days	Hours Office Hours	Proj. Users	NPI Number
94107	☐ Rural ☒ Urban ☐ Suburban	☒ Medical ☒ Community Education ☒ Health Education (in House)	☐ Mobile site ☐ Walk-in appointments ☐ Teen clinic or teen walk-in hours ☐ School-based health center ☒ Not Applicable	Mon: 8:00am - 5:00pm Tue: 8:00am - 5:00pm Wed: 8:00am - 5:00pm Thu: 8:00am - 12:00pm Fri: 8:00am - 5:00pm Sat: Close Sun: 8:00am - 5:00pm		265	1194850461
Site Number: 8421							
Site Name & Address: Family Health Center 995 Potrero Avenue Building 80, Ward 83, San Francisco CA 94110 San Francisco							
Zip Codes of Area Served	Type of Area Served	Services Offered	New Services	Family Planning Clinic Days	Hours Office Hours	Proj. Users	NPI Number
94103, 94102, 94110, 94114	☐ Rural ☒ Urban ☐ Suburban	☒ Medical ☐ Community Education ☒ Health Education (in House)	☐ Mobile site ☐ Walk-in appointments ☐ Teen clinic or teen walk-in hours ☐ School-based health center ☒ Not Applicable	Mon: 8:00am - 4:00pm Tue: 8:00am - 4:00pm Wed: 8:00am - 4:00pm Thu: 8:00am - 4:00pm Fri: 8:00am - 4:00pm Sat: Close Sun: Close		210	1982930939

Site Number: 8423							
Site Name & Address: Balboa Teen HC 1000 Cayuga Avenue , San Francisco CA 94112 San Francisco							
Zip Codes of Area Served	Type of Area Served	Services Offered	New Services	Family Planning Clinic Days	Hours Office Hours	Proj. Users	NPI Number
94112, 94110, 94124, 94134, 94131, 94127, 94132, 94116, 94122, 94121, 94108	☐ Rural ☒ Urban ☐ Suburban	☒ Medical ☒ Community Education ☒ Health Education (in House)	☐ Mobile site ☐ Walk-in appointments ☐ Teen clinic or teen walk-in hours ☐ School-based health center ☒ Not Applicable	Mon: 9:00am - 5:00pm Tue: 9:00am - 5:00pm Wed: 9:00am - 5:00pm Thu: 9:00am - 5:00pm Fri: 9:00am - 5:00pm Sat: Close Sun: Close		210	1962538967
Site Number: 17008							
Site Name & Address: Southeast Health Center 2401 Keith St , San Francisco CA 94124 San Francisco							
Zip Codes of Area Served	Type of Area Served	Services Offered	New Services	Family Planning Clinic Days	Hours Office Hours	Proj. Users	NPI Number
94124, 94134, 94112, 94132	☐ Rural ☒ Urban ☐ Suburban	☒ Medical ☒ Community Education ☒ Health Education (in House)	☐ Mobile site ☐ Walk-in appointments ☐ Teen clinic or teen walk-in hours ☐ School-based health center ☒ Not Applicable	Mon: 8:00am - 5:00pm Tue: 8:00am - 5:00pm Wed: 8:00am - 5:00pm Thu: 8:00am - 5:00pm Fri: 8:00am - 5:00pm Sat: Close Sun: Close		115	1659407740

Site Number: 380003							
Site Name & Address: 3rd Street Youth Center & Clinic 1728 Bancroft Ave , San Francisco CA 94124 San Francisco							
Zip Codes of Area Served	Type of Area Served	Services Offered	New Services	Family Planning Clinic Days	Hours Office Hours	Proj. Users	NPI Number
94124, 94134, 94112	☒ Rural ☐ Urban ☐ Suburban	☒ Medical ☒ Community Education ☒ Health Education (in House)	☐ Mobile site ☒ Walk-in appointments ☒ Teen clinic or teen walk-in hours ☐ School-based health center ☐ Not Applicable	Mon: 1:00pm - 5:00pm Tue: 1:00pm - 5:00pm Wed: 1:00pm - 5:00pm Thu: 1:00pm - 5:00pm Fri: 1:00pm - 5:00pm Sat: Close Sun: Close		370	1912504929
Site Number: 380004							
Site Name & Address: New Generation Health Center 2500 18th St. , San Francisco CA 94110 San Francisco							
Zip Codes of Area Served	Type of Area Served	Services Offered	New Services	Family Planning Clinic Days	Hours Office Hours	Proj. Users	NPI Number
94103, 94110, 94112, 94102, 94124	☐ Rural ☒ Urban ☐ Suburban	☒ Medical ☒ Community Education ☒ Health Education (in House)	☐ Mobile site ☐ Walk-in appointments ☐ Teen clinic or teen walk-in hours ☐ School-based health center ☒ Not Applicable	Mon: 1:00pm - 5:00pm Tue: 1:00pm - 6:00pm Wed: 1:00pm - 6:00pm Thu: 8:30am - 5:00pm Fri: 1:00pm - 5:00pm Sat: Close Sun: Close		370	1942729223

Site Number: 380005							
Site Name & Address: Maria X Martinez (MXM) Clinic 555 Stevenson Street , San Francisco CA 94103 San Francisco							
Zip Codes of Area Served	Type of Area Served	Services Offered	New Services	Family Planning Clinic Hours Office Hours	Proj. Users	NPI Number	
94105, 94104, 94103, 94102, 94110	☐ Rural ☒ Urban ☐ Suburban	☒ Medical ☐ Community Education ☐ Health Education (in House)	☐ Mobile site ☒ Walk-in appointments ☐ Teen clinic or teen walk-in hours ☐ School-based health center ☐ Not Applicable	Mon: 8:30am - 4:30pm Tue: 8:30am - 4:30pm Wed: 10:30am - 4:30pm Thu: 8:30am - 4:30pm Fri: 8:30am - 4:30pm Sat: 8:30am - 4:30pm Sun: Close	370	1053351916	

FAMILY PLANNING SERVICES REPORTING REQUIREMENTS:

The Contractor shall submit the following requires reports in compliance with the dates and conditions specified below. Essential Access will provide instruction when procedures for the proper completion if these reports change.

REPORT TITLE	FREQUENCY OF SUBMISSION	DUE DATE
Family Planning Services Semi-Annual Progress Report Submitted electronically at https://extranetportal.essentialaccess.org	Semi-Annually	For April 1, 2026, through December 31, 2026 Due: January 25, 2027, to be combined with data from January 1, 2026, through March 31, 2026 For January 1, 2027, through March 31, 2027 Due: July 25, 2027, to be combined with future funding period of April 1, 2027 through June 30, 2027 Instructions will be issued if this changes
Statement of Revenue and Expenditure Report (includes submission of General Ledger backup of Title X expenditures only) Submitted electronically at https://extranetportal.essentialaccess.org	Quarterly	25th of the month following the period reported. For April 1, 2026, through September 30, 2026 Due October 25, 2026 For October 2026 through December 31, 2026 Due: January 25, 2027 For January 1, 2027, through March 31, 2027 Due: April 25, 2027
Annual External Audit and A-133 Audit if applicable Submitted to the Finance Division	Annually	30 days after completion of audit but no later than nine months after the end of the accounting period under audit.
Centralized Data System (CDS) submission Submitted electronically at Essential Access Extranet Portal	Bi-Monthly	Bi-Monthly on the 25th of the month following the period reported
Special Reports, surveys and questionnaires as may be requested by Essential Access or its funding source	Specified Date	Specified Date
Performance Measures Assessment and as needed, Corrective Action Plan Creation	Annually	To Be Determined
Corrective Action Plan Completion as required	Annually	To Be Determined

Assurance of Compliance

Agency Number: 380

Agency Name: San Francisco Dept. of Public Health

Assurance of Compliance by Agency

This exhibit certifies that the subrecipient will comply with requirements regarding the provision of comprehensive sexual and reproductive health services.

Subrecipient assures that it will:

1. Provide services without subjecting individuals to any coercion to accept services or coercion to employ or not to employ any particular methods of SRH. Acceptance of services must be solely on a voluntary basis and may not be made a prerequisite to eligibility for, or receipt of, any other services, assistance from or participation in any other program of the recipient.
2. Provide services in a manner that is client-centered.
3. Not restrict participation in the project on the basis of race, color, national origin, religion, sex, disability, age or another protected characteristic.
4. Not provide abortion as a method of comprehensive SRH services. (Section 1008, PHS Act; Consolidated Appropriations Act, 2022, Pub. L. No. 117-103, 136 Stat. 49, 444 (2022); 42 CFR § 59.5(a)(5))
5. Provide that priority in the provision of services will be given to persons from low income families.
6. Protect all personal health information as per the HIPAA guidelines.
7. Encourage family participation in the decision of the minor seeking SRH services.
8. Provide counseling to minors on how to resist coercive attempts to engage in sexual activities.
9. Comply with Essential Access Health's Comprehensive Sexual and Reproductive Health Program requirements at all sites.

COMPREHENSIVE SEXUAL AND REPRODUCTIVE HEALTH PROGRAM Budget
(April 1, 2026 - March 31, 2027)

Job Class	Classificat	Annual Salary and Fringe Benefit FY26/27	FTE	CSRHP Grant Salary	CSRHP Grant Fringe Benefit	Total CSRHP Grant
2587	Health Wo	\$148,515	0.27	\$29,745	\$10,411	\$40,156
2593	Health Pro	\$228,132	0.78	\$131,286	\$45,950	\$177,236
Total Personnel				\$161,031	\$56,361	\$217,392
Indirect cost 15%						\$32,608
Total Grant						\$250,000

San Francisco Department of Public Health (SFPDH)
Comprehensive Sexual and Reproductive Health Program
BUDGET JUSTIFICATION

April 1, 2026 to March 31, 2027

A. PERSONNEL

1 0.20 2587 – Health Worker III
Annual Salary \$148,515 x 0.2 FTE for 12 months = \$29,745

1 0.58 2593 – Health Program Coordinator III
Annual Salary \$228,132 x 0.58 FTE for 12 months = \$131,286

B. MANDATORY FRINGE

2 Mandatory Fringe Benefits = @ 35.00% = \$56,361

Total Salaries \$161,031

Total Fringe \$56,361

TOTAL PERSONNEL: **\$217,392**

C. TRAVEL

D. EQUIPMENT

E. SUPPLIES

F. CONTRACTUAL

G. OTHER

TOTAL DIRECT COSTS **\$217,392**

H. INDIRECT COSTS 15.000% **\$32,608**

TOTAL BUDGET: **\$250,000**



April 3, 2026

Jenny Louie
COO
City and County of San Francisco Department of Public Health
1380 Howard Street
5th Floor
San Francisco, CA 94103-2652

**SUBJECT: 2026-2027 CA COMPREHENSIVE SEXUAL AND REPRODUCTIVE HEALTH PROGRAM
AWARD NOTIFICATION LETTER**

Dear Ms. Louie:

The State of California has awarded Essential Access Health (Essential Access) \$15 million to support the delivery of equitable, affordable, high-quality, person-centered and adolescent-friendly sexual and reproductive health services with our Provider Network across the state. **This funding supports continuity of services as we navigate the current federal Title X funding environment.**

Essential Access is pleased to award **City and County of San Francisco Department of Public Health** the amount of **\$250,000** under the **CA Comprehensive Sexual and Reproductive Health Program**, funded by the State of California, for the period of **April 1, 2026, to March 31, 2027**. Programmatic and financial reporting requirements for this award will mirror those previously submitted for federal Title X funding.

To accept this award, please complete the following **by April 17, 2026**:

Submit a revised Statement of Work (SOW) and budget. To complete and submit your agency's revised SOW and budget, please log into the Essential Access Extranet at <https://extranetportal.essentialaccess.org>.

If you have any questions about completing these items, please reach out to your respective Healthcare Transformation Lead and Finance contact:

- Alexis Loya at aloya@essentialaccess.org
- Cynthia Cervantes at ccervantes@essentialaccess.org
- Benedicta Adewunmi at badewunmi@essentialaccess.org
- Neha Saxena at nsaxena@essentialaccess.org

If you have any questions regarding this notification, please contact Frances Bernabe, Senior Director of Healthcare Transformation, at fbernabe@essentialaccess.org.

Essential Access will issue the formal agreement upon receipt of your completed SOW and budget.

Thank you for your continued partnership in delivering essential sexual and reproductive health care.

Sincerely,

Nomsa Khalfani, PhD
Chief Executive Officer

City & County of San Francisco
Daniel Lurie, Mayor



Office of the City Administrator
Carmen Chu, City Administrator
Matt Hansen, Director Risk Management

May 5, 2026

Essential Access Health
Attn: Benedicta Adewunmi
Contracts and Compliance Manager
725 S. Figueroa St., Suite 3350
Los Angeles, CA 90017

**RE: City & County of San Francisco – Department of Public Health
CA State Backfill Subrecipient – Agreement Number 380-5320-70301-26-27
Comprehensive Sexual and Reproductive Health Program Grant
Effective Dates: April 1, 2026 – March 31, 2027**

This letter certifies that the City and County of San Francisco is self-insured and self-funded for the following insurance coverages, which cover clinicians with the Department of Public Health listed on the attached schedule.

General Liability insurance in the amount of \$1,000,000 per occurrence and \$3,000,000 general aggregate for bodily injury, property damage, and personal injury to third parties for liability arising out of the City's negligence in performance of this agreement.

Automobile Liability insurance with limits not less than \$1,000,000 combined single limit per accident for bodily injury and property damage including owned, and non-owned and hired auto coverage as applicable.

Workers' Compensation in statutory amounts with Employer's Liability of \$1,000,000 per accident, injury or illness.

Professional Liability including Medical Malpractice and Errors & Omissions with limits not less than \$1,000,000 each claim.

Fidelity coverage adequate to protect against loss due to employee dishonesty.

The City and County of San Francisco's self-insurance program is not commercial insurance and has no legal capacity to name another entity as additional insured.

Sincerely,

A handwritten signature in blue ink that reads "Matt Hansen".

Matt Hansen
Director

cc: Greg Wong, SFDPH

Statement of Work (SOW)

Administrative Goal

Agency Number:	380
Agency Name:	San Francisco Dept. of Public Health
Administrative Goal:	Strengthen the overall quality of the California Comprehensive Sexual and Reproductive Health (SRH) program and its ability to meet the needs of the community.
Objective 1:	Implement or maintain a review process of all agency functions, in order to ensure high quality comprehensive SRH services by March 31, 2027, as evidenced by completion of activities 1.A through 1.J.
Number	Activity
1. A	Ensure that administrative policies and procedures are in place to facilitate effective and efficient management and governance.
1. B	Review family planning program policies and procedures on an annual basis. Policies and procedures must include training for clinical, program, and other designated staff on mandatory reporting of child abuse and human trafficking as per State Program Requirements.
1. C	Obtain annual client feedback through client satisfaction surveys inclusive of all sites.
1. D	Maintain and update a community needs assessment inclusive of the CA Comprehensive SRH program on a periodic basis (at least once every 5 years) to define subrecipient's role in the community.
1. E	The CA Comprehensive SRH program is implemented with input from individuals representative of served community and knowledgeable of community needs.
1. F	Maintain and update current clinical and client education protocols which include but are not limited to: reproductive health care and appropriate primary care, disability, domestic violence, emergency care, pregnancy counseling and testing, birth control methods, STI/HIV and flu vaccinations.
1. G	Document procedures for the identification and referral of patients with the following problems: high blood pressure, HIV positive, domestic violence, and substance using/abusing.
1. H	Maintain a Continuous Quality Improvement (CQI) System that will, through medical records review at each site and inclusive of all providers, determine if all essential elements of comprehensive family planning services and appropriate education and counseling services are being provided at all program sites. Program Performance Measure.
1. I	Provide comprehensive SRH data through the Centralized Data System (CDS) for the purpose of contract reporting and performance measurement. Implement and monitor collected data and performance measures, and utilize tools on the data dashboard to improve quality as needed.
1. J	Ensure that the CA Comprehensive SRH program operates on a voluntary basis and services are provided in a non-coercive manner.

Statement of Work (SOW)

Clinical Goal

Agency Number:		380	
Agency Name:		San Francisco Dept. of Public Health	
Clinical Goal:		Provide comprehensive family planning health services to Family Planning clients of reproductive age to plan and space their pregnancies.	
Objective 1:		Provide SRH education and medical services to individuals by March 31, 2027, as evidenced by completion of activities 1.A through 1.I.	
Number		Activity	# of Clients
1. A		Document and report the poverty status of comprehensive SRH clients.	5225
1. B		Provide comprehensive SRH education, medical services and full range of contraceptive methods and services, either on site or by referral for female clients. Program Performance Measure.	5000
1. C		Provide comprehensive SRH education, medical services and full range of contraceptive methods and services, either on site or by referral for male clients. Program Performance Measure.	225
1. D		Provide a Chlamydia test to at least 80% of women 24 years or younger and in women 25 years or older who are at increased risk for infection within a 12-month period. Program Performance Measure.	0
1. E		All female clients with an abnormal finding on their clinical breast exam should be followed for further evaluation.	0
1.F		The agency must attempt to notify all clients with positive STI/HIV tests within 72 hours of receiving lab results. Upon notification, counsel client regarding follow up and treatment.	0
1.G		All clients with an abnormal finding on their Pap smear should be followed for further evaluation. Program Performance Measure.	0
1.H		Incorporate routine opt-out HIV screening for all clients and testing for high risk clients in accordance with CDC Sexually Transmitted Infections Treatment Guidelines, 2021. Program Performance Measure.	0
1. I		Provide a full range of contraceptive methods (including natural family planning methods) and services (including infertility services and services for adolescents).	0
Objective 2:		Provide comprehensive SRH education and medical services to high-risk, hard-to-reach populations by March 31, 2027, as evidenced by completion of activities 2A and 2B (optional).	
Number		Activity	# of Clients
2. A		Provide comprehensive SRH education and medical services to the following number of individuals in high-risk, hard-to-reach populations.	0
		Males	225
		Individuals with Limited English Proficiency (LEP)	1900
		Adolescents (17 & under)	500
2. B		OPTIONAL: Please include estimates of number of clients served in each target population.	0
		Homeless Individuals	200
		Substance-Using/Abusing Individuals	50
		Individuals with Disabilities	0
		Victims and survivors of intimate partner violence	0

Statement of Work (SOW)	
Reproductive Life Plan	
Agency Number:	380
Agency Name:	San Francisco Dept. of Public Health
Reproductive Life Plan:	To assist family planning clients to take steps toward becoming fully healthy individuals by initiating reproductive life planning discussions and providing preconception / inter-conception care, when indicated, through March 31, 2027.
Objective 1:	Provide preconception/inter-conception care and reproductive life planning services to SRH patients through March 31, 2027 as evidenced by completion of activity 1.A.
Number	Activity
1. A	Obtain reproductive life plans on patients presenting for comprehensive SRH services and provide pre-conception counseling to women planning pregnancy, open to pregnancy or using a full range of contraceptive methods and services; in particular for women with chronic medical conditions that may affect pregnancy outcomes such as obesity, diabetes, hypertension and seizure disorders, and encourage use of folic acid.

Statement of Work (SOW)	
Adolescent Services Goal	
Agency Number:	380
Agency Name:	San Francisco Dept. of Public Health
Adolescent Services Goal:	Provide comprehensive clinical and counseling services to adolescents.
Objective 1:	Provide adolescent-specific counseling to all adolescent clients seeking comprehensive SRH services by March 31, 2027, as evidenced by completion of activities 1.A through 1.D.
Number	Activity
1. A	Provide adolescent-friendly services in a manner that is client-centered.
1. B	Provide counseling to minors on how to resist sexual coercion.
1. C	Report child and sexual abuse as required by state law.
1. D	Provide counseling/education regarding family involvement to all adolescents less than or equal to 17 years of age seeking reproductive health services. The program may not require consent of parents or guardians for the provision of services to minors, nor can any program staff notify a parent or guardian before or after a minor has requested and/or received comprehensive SRH services.

Statement of Work (SOW)

Community Education Goal

Agency Number:	380
Agency Name:	San Francisco Dept. of Public Health
Community Education Goal:	Increase the community's knowledge and access to family planning services offered by the Subrecipient.
Objective 1:	Conduct marketing, community outreach and education to potential clients by March 31, 2027, as evidenced by completion of activities 1.A through 1.D.
Number	Activity
1. A	Maintain and implement a Community Education and Outreach Plan that increases community knowledge of reproductive health and comprehensive SRH services to the community. The plan should provide for opportunities for community education, participation, and engagement to: achieve community understanding of the objectives of the program; inform the community of the availability of services; and promote continued participation in the project by diverse persons to whom comprehensive SRH services may be beneficial to ensure access to affordable, client-centered, comprehensive SRH services. Community Education and Outreach Plan should include any partnerships with community and/or faith-based organizations to meet the unique needs of the local community and any mass marketing activities.
1. B	Provide, to the maximum feasible extent, an opportunity for participation in the development, implementation, and evaluation of the project by community members and by others in the community knowledgeable about the community's needs for comprehensive SRH services.
1. C	Have an advisory committee that reviews and approves print and electronic informational/educational materials developed or made available under the project, prior to their distribution, to assure that the materials are suitable for the population or community to which they are to be made available. The project shall not disseminate any materials which are not approved by the advisory committee.
1. D	The advisory committee shall consist of no fewer than five members and up to as many members as the subrecipient determines. The committee shall include individuals broadly representative of the population or community for which the materials are intended.

Partner Agency Name	Number Reached
Balboa High School	100
New Generation	100
	0

Statement of Work (SOW)

Financial Management Goal

Agency Number:	380
Agency Name:	San Francisco Dept. of Public Health
Financial Management Goal:	Improve and maintain the Subrecipient's financial systems to ensure contract compliance.
Objective 1:	Subrecipient will maintain a comprehensive SRH program that is in financial compliance with the contract requirements, as evidenced by completion of activities 1.A through 1.E.
Number	Activity
1. A	Develop a line item budget for the period ending March 31, 2027 and submit modifications as necessary during designated periods.
1. B	Develop and maintain financial management systems that are in compliance with the Code of Federal Regulations (CFR) and include the following: budgetary control procedures, accounting systems and reports, purchasing, inventory control, property management, charges, billing and collection procedures.
1. C	Develop and properly implement a sliding fee scale on an annual basis to reflect the current federal poverty guidelines.
1. D	Complete all financial reporting requirements as detailed by the contract.
1. E	Develop a general ledger report (GLR).



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, July 16, 2026

RE: **Retroactivity re: File 260738**

This Resolution seeks authorization for the Department of Public Health (DPH) to retroactively accept and expend a grant in the amount of \$250,000 from the State of California, through Essential Access Health.

This grant is retroactive because DPH received notice of the grant increase after the project start date. The project start date was predetermined by the grantor. DPH received the award letter for the grant on April 3, 2026, for a project start date of April 1, 2026. Upon receiving the notice of award, DPH brought the item to the Controller's Office for review on May 14, 2026. The Controller's Office reviewed and forwarded the packet to the Mayor's Office on June 11, 2026 for introduction on June 23, 2026.

We respectfully request retroactive authorization for these items. Please contact Greg Wong, Administrative Analyst, at greg.wong@sfdph.org for any questions about this request for retroactive authorization.

City and County of San Francisco

Department of Public Health



Daniel L. Lurie
Mayor

Daniel Tsai
Director of Health

TO: Angela Calvillo, Clerk of the Board of Supervisors

FROM: Daniel Tsai
Director of Health

DATE: 6/8/2026

SUBJECT: Grant Accept and Expend

GRANT TITLE: Comprehensive Sexual and Reproductive Health Program - \$250,000

Attached please find the original and 1 copy of each of the following:

- ☒ Proposed grant resolution, original signed by Department
- ☒ Grant information form, including disability checklist
- ☒ Budget and Budget Justification
- ☐ Grant application: Not Applicable. No application submitted.
- ☒ Agreement / Award Letter
- ☐ Other (Explain):

Special Timeline Requirements:

Departmental representative to receive a copy of the adopted resolution:

Name: Gregory Wong (greg.wong@sfdph.org) Phone: 554-2521

Interoffice Mail Address: Dept. of Public Health, 101 Grove St # 108

Certified copy required Yes ☐

No ☒

OFFICE OF THE MAYOR
SAN FRANCISCO



DANIEL LURIE
MAYOR

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Dexter Darmali, Legislative & Ethics Secretary
RE: Accept and Expend Grant - Retroactive - State of California - Essential Access Health -
Comprehensive Sexual and Reproductive Health Program - \$250,000
DATE: June 23, 2026

Resolution retroactively authorizing the Department of Public Health to accept and expend a grant in the amount of \$250,000 from the State of California through Essential Access Health for participation in a program entitled, "Comprehensive Sexual and Reproductive Health Program"; retroactively approving the Grant Agreement between the City, acting by and through the Department of Public Health, and the Essential Access Health for the purpose of strengthening the overall quality of the California Comprehensive Sexual and Reproductive Health program for a term of one year from April 1, 2026, through March 31, 2027, for a total not to exceed amount of \$250,000; and to authorize the Director of Health to enter into amendments or modifications to the Grant agreement that do not materially increase the obligations or liabilities to the City and are necessary to effectuate the purposes of the Grant or this Resolution.

Should you have any questions, please contact Adam Thongsavat at adam.thongsavat@sfgov.org