



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

### Memorandum

**To:** Honorable Members of the Board of Supervisors

**From:** San Francisco Department of Public Health

**Date:** Thursday, April 24, 2025

**RE:** **Retroactivity re: File 250361**

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This Resolution seeks authorization for the Department of Public Health (DPH) to retroactively accept and expend an in-kind gift in the amount of \$283,753.42 from the San Francisco Public Health Foundation for Food Pharmacies at DPH.

This accept and expend in-kind gift is retroactive because DPH received the notice of the gift after the project start date. DPH received the award letter on March 28, 2024, for a pre-determined project start date of July 1, 2023. Upon receiving the notice of award, DPH put together the accept and expend packet and forwarded it to the Controller's Office for review on July 19, 2024. The Controller's Office requested further documentation from the funder. DPH received final documentation from the San Francisco Public Health Foundation on February 24, 2025. After processing the required documentation, DPH submitted the final packet to the Controller's Office on March 7, 2025. The Controller's Office forwarded the packet to the Mayor's Office for review on March 26, 2025, for introduction on April 8, 2025. We respectfully request retroactive authorization for this item.

Please contact Christina Chiong, SFDPH Accept & Expend Unit Manager, at [christina.chiong@sfdph.org](mailto:christina.chiong@sfdph.org) for any questions about this request for retroactive authorization.