

File No. 101013

Committee Item No. 4

Board Item No. \_\_\_\_\_

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Sub-Committee: BUDGET AND FINANCE

Date: August 4, 2010

BOARD OF SUPERVISORS MEETING

Date: \_\_\_\_\_

#### Cmte Board

- |                                     |                          |  |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/> | Motion                                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Resolution                                   |
| <input type="checkbox"/>            | <input type="checkbox"/> | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/> | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Budget Analyst Report                        |
| <input type="checkbox"/>            | <input type="checkbox"/> | Legislative Analyst Report                   |
| <input type="checkbox"/>            | <input type="checkbox"/> | Introduction Form (for hearings)             |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/> | MOU  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Information Form                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Contract/Agreement                           |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Award Letter                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/> | Public Correspondence                        |

#### OTHER

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Completed by: Andrea S. Ausberry

Date Thursday, July 29, 2010

Completed by: \_\_\_\_\_

Date \_\_\_\_\_

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.



1 [Accept and Expend Grant - The STOP Study - \$166,666]

2  
3 **Resolution authorizing the San Francisco Department of Public Health to accept and**  
4 **expend retroactively a grant from the Centers for Disease Control and Prevention in**  
5 **the amount of \$166,666, to fund the STOP Study for the period June 15, 2010, through**  
6 **June 14, 2011.**

7  
8 WHEREAS, The Centers for Disease Control and Prevention (CDC) has agreed to  
9 fund DPH in the amount of \$166,666 for the period of June 15, 2010 through June 14, 2011;  
10 and,

11 WHEREAS, The full project period of the grant starts on June 15, 2010 and ends on  
12 June 15, 2014, with years two, three and four subject to availability of funds and satisfactory  
13 progress of the project; and,

14 WHEREAS, The STOP Study is evaluating HIV screening and partner notification; and,

15 WHEREAS, DPH will subcontract with Public Health Foundation Enterprises, Inc;  
16 UCSF/AIDS Health Project; SF AIDS Foundation, Magnet; and Tenderloin Health, and MOUs  
17 with DPH's Lab and STD units, and an as-yet to be determined entity in the total amount of  
18 \$118,546; for the period of June 15, 2010 through June 14, 2011; and,

19 WHEREAS, An ASO amendment is not required as the grant partially reimburses DPH  
20 for two existing positions, one Senior Physician Specialist (Job Class #2232) at .05 FTE, and  
21 one Health Program Coordinator III (Job Class #2593) at .20 FTE, for the period of June 15,  
22 2010 through June 14, 2011; and,

23 WHEREAS, The grant budget includes a provision for indirect costs in the amount of  
24 \$6,697; and,

25

1 WHEREAS, DPH is seeking retroactive approval because the CDC did not send the  
2 grant award until June 14, 2010; now, therefore, be it

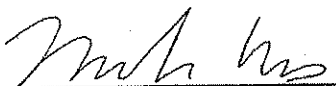
3 RESOLVED, That DPH is hereby authorized to retroactively accept and expend a grant  
4 in the amount of \$166,666 from the CDC; and, be it

5 FURTHER RESOLVED, That DPH is hereby authorized to retroactively accept and  
6 expend the grant funds pursuant to San Francisco Administrative Code section 10.170-1; and,  
7 be it


8 FURTHER RESOLVED, That the Controller is directed to designate the positions  
9 funded under this agreement as a "G" or grant-funded position which would terminate when  
10 the agreement expires; and, be it

11 FURTHER RESOLVED, That the Director of Health is authorized to enter into the  
12 agreement on behalf of the City.

13  
14  
15  
16 RECOMMENDED:

17   
18 \_\_\_\_\_  
19 Mitchell Katz, M.D.  
20 Director of Health

APPROVED:

  
\_\_\_\_\_

Office of the Mayor

  
\_\_\_\_\_

Office of the Controller

File Number: 101013  
(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: The STOP Study.
2. Department: Department of Public Health  
AIDS Office  
HIV Prevention Section
3. Contact Person: Grant Colfax Telephone: 554-9173
4. Grant Approval Status (check one):  
 Approved by funding agency  Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$166,666
- 6.
- 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:  
Specific Aims:
  - i) To evaluate the yield, cost-effectiveness, and feasibility of screening for acute HIV infection (AHI) with a fourth-generation enzyme immunoassay (EIA) in high-risk/high-incidence settings compared to pooled nucleic acid amplification testing (NAAT).
  - ii) To evaluate the yield, cost-effectiveness, and feasibility of enhanced partner notification/contact tracing techniques linked to acute HIV infection (AHI) screening.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:  
Approved Year one project: Start-Date: June 15, 2010 End-Date: June 14, 2011  
Full Project Period: Start-Date: June 15, 2010 End-Date: June 14, 2014
10. Number of new positions created and funded: None
11. If new positions are created, explain the disposition of employees once the grant ends? N/A

12a. Amount budgeted for contractual services: \$118,546. Identified subcontractors include Public Health Foundation Enterprises, Inc.; UCSF/AIDS Health Project; SF AIDS Foundation, Magnet; and Tenderloin Health.

- 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 MBE/WBE requirements? N/A
- d. Is this likely to be a one-time or ongoing request for contracting out? N/A

- 13a. Does the budget include indirect costs?  Yes  No
- b1. If yes, how much? \$6,697    b2. How was the amount calculated? 24.04% of total salaries
- c. 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):

14. Any other significant grant requirements or comments: We respectfully request for approval to accept and expend these funds retroactive to June 15, 2010. The Department received the agreement on June 14, 2010.

**\*\*Disability Access Checklist\*\*\***

15. 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)

16. The Departmental ADA Coordinator and/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 access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: Jason Hashimoto

Date Reviewed: 7/20/10

Department Approval: Mitchell Katz, M.D. Director of Public Health

SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH  
AIDS OFFICE - HIV PREVENTION SECTION  
The STOP Project  
June 15, 2010 - June 14, 2011

Dept / Div: HPH/03  
Fund Group: 2S/CHS/GNC  
Index Code: HCHPDHIVSVGR  
Grant Code: HCAO24  
Grant Detail: 1000

CATEGORY/LINE ITEM	Annual Salary	26% Annual Frin Ben	Total Annual Sal/Frin Ben	% OF TIME	% OF FTE	Monthly Rate	Mth	Salary Budget	Frin Ben Budget	Total Budget	Comments
A. PERSONNEL											
** 1. Senior Physician Specialist 2232 7 G. Colfax	\$ 183,092	\$ 47,604	\$ 230,696	5%	0.05	\$ 15,258	12	\$ 9,155	\$ 2,380	\$ 11,535	plus 5% in kind
** 2. Health Program Coordinator III 2593 5 T. Dowling	\$ 93,522	\$ 24,316	\$ 117,838	20%	0.2	\$ 7,794	12	\$ 18,704	\$ 4,863	\$ 23,568	
3. Health Program Coordinator II	\$ -	\$ -	\$ -	0%	0	\$ -	12	\$ -	\$ -	\$ -	
4. COLA 4%	\$ -	\$ -	\$ -	0%	0	\$ -	0	\$ -	\$ -	\$ -	
5. STEP Increases 5%	\$ 0	\$ 0	\$ 0	0%	0.00	\$ 0	0	\$ 0	\$ 0	\$ 0	
<b>TOTAL SALARY/FRINGE</b>	<b>276,614</b>	<b>71,920</b>	<b>348,534</b>		<b>0.25</b>			<b>27,859</b>	<b>7,243</b>	<b>\$ 35,102</b>	

00101 SALARIES:  
00103 FRNG BN:  
Sub Total:

\$ 27,859  
\$ 7,243  
\$ 35,102

C. TRAVEL  
Sub Total TRAVEL

\$ 4,080  
\$ 4,080

D. EQUIPMENT  
Sub Total EQUIPMENT

\$ -

E. MATERIALS AND SUPPLIES  
1. Office supplies (04951)  
Sub Total SUPPLIES

\$ -  
\$ -

F. CONTRACTUAL SERVICES (02789)  
1. PHFE  
2. UCSF/AIDS Health Project  
3. SF AIDS Foundation, Magnet  
4. Tenderloin Health  
5. MOU - Lab  
6. MOU - STD  
7. TBD  
Sub Total CONTRACTUAL

\$ 17,449  
\$ 6,703  
\$ 3,286  
\$ 4,078  
\$ 65,913  
\$ 20,917  
\$ 200  
\$ 118,546

SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH  
 AIDS OFFICE - HIV PREVENTION SECTION  
 The STOP Project  
 June 15, 2010 - June 14, 2011

Dept / Div: HPH/03  
 Fund Group: 2S/CHS/GNC  
 Index Code: HCHPDHYSVGR  
 Grant Code: HCAO24  
 Grant Detail: 1000

CATEGORY/LINE ITEM	Annual Salary	26% Annual Frin Ben	Total Annual Sal/Frin Ben	% OF TIME	% OF FTE	Monthly Rate	Mth	Salary Budget	Frin Ben Budget	Total Budget	Comments
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G. OTHER											
1. IRB Fees (02799)										\$ 2,240	
	Sub Total OTHER									\$ 2,240	
	TOTAL DIRECT COSTS									\$ 159,968	

BUDGET SUMMARY

A. SALARIES										\$ 27,859	
B. MANDATORY FRINGE										\$ 7,243	
C. TRAVEL										\$ 4,080	
D. EQUIPMENT										\$ -	
E. MATERIALS AND SUPPLIES										\$ -	
F. CONTRACT / MOU										\$ 118,546	
G. OTHER										\$ 2,240	
	DIRECT COSTS									\$ 159,968	
H. INDIRECT COST (24.04% of total salaries)										\$ 6,697	
	TOTAL BUDGET									\$ 166,666	
	AWARD									\$ 166,666	
	SURPL/(DEFICIT)									\$ 0	



**San Francisco Department of Public Health AIDS Office**  
**HIV Prevention Section**  
**Request for Application (RFA) Number PS 09-004**  
**“Screening Targeted Populations to Interrupt On-going Chains of Transmission**  
**with Enhanced Partner Notification –The STOP Study (U01)”**

**Grant Number #1U01PS001564-01**

**Revised Budget Summary**  
**Year 1: June 15, 2010 – June 14, 2011**

A.	Salaries	\$27,859
B.	Mandatory Fringe	\$7,243
C.	Travel	\$4,080
D.	Equipment	\$0
E.	Materials and Supplies	\$0
F.	Contractual	\$118,546
G.	Other Expenses	\$2,240
	<b>TOTAL DIRECT COSTS</b>	<b>\$159,968</b>
H.	Indirect Costs (24.04% of Total Salaries)	\$6,697
	<b>TOTAL BUDGET</b>	<b>\$166,666</b>

**Revised Detail Budget Justification for Year 1: 6/15/2010 - 6/14/2011**

**A. PERSONNEL**

**B. MANDATORY FRINGE**

1. 0.05 2232 – Senior Physician Specialist: Grant Colfax, MD  
Annual Salary \$183,092 x 0.05 FTE for 12 months = \$9,155  
Mandatory Fringe Benefits @ 26% = \$2,380 \$11,535

Annual Salary \$183,092 x 0.05 FTE for 12 months = \$9,155  
Mandatory Fringe Benefits @ 26% = \$2,380 In-kind

As PI, Dr. Colfax will be responsible for the overall scientific, operational and administrative aspects of the project. In close collaboration with Drs. Philips (SFDPH STD Prevention and Control) and Pandori (SFDPH Microbiology Lab), San Francisco AIDS Foundation/Magnet, AIDS Health Project, Tenderloin Health, City Clinic and DPH staff and consultants, Dr. Colfax will direct the design, implementation and analysis of all other scientific aspects of this project. As Director of the HIV Prevention Section, which oversees HIV testing and partner services at the project sites, Dr. Colfax has overall responsibility for ensuring that all staff adhere to good clinical practice guidelines in keeping with DPH regulations. Dr. Colfax will oversee project design, development of data, collection instruments, data analysis, evaluation, and presentation and publication of results. He is primarily responsible to insure project goals are being met in a timely manner, and that high-quality data are collected. He is the principal contact for all parties involved.

2. 0.20 2593 – Health Program Coordinator III: Teri Dowling  
Annual Salary \$93,522 x 0.20 FTE for 12 months = \$18,704  
Mandatory Fringe Benefits @ 26% = \$4,863 \$23,568

Ms. Dowling will serve as the Project Director for this project and will be responsible for managing the project on a day to day basis. She will report directly Dr. Colfax. She will work with SFDPH staff and project agencies to develop necessary contracts and MOUs; apply to the UCSF-IRB for an exemption or as required; staff regular meetings with key staff to plan lab and agency protocols, refine acute partner services protocol; develop evaluation plan; hire and train project coordinator and the acute partner services coordinator; manage project budget.

3. STEP & COLA increases:

The salary expenditures are based on the rates per job classification and per Labor Union Agreements. The cost for STEP and COLA is as follow: STEP @ 5% = \$0 and COLA @ 4% = \$0 \$0

Total Personnel:	\$35,102
Total Salaries	\$27,859
Total Fringe	\$7,243
<b>TOTAL PERSONNEL:</b>	<b>\$35,102</b>

**C. TRAVEL \$4,080**

To attend CDC meetings and other national conferences. Approximate costs for five days stay: (lodge \$141 + per diem \$49) x 4 nights + airfare \$520 + transportation \$80 = \$1360 x 3 staff = \$4,080.

**TOTAL TRAVEL: \$4,080**

**D. EQUIPMENT \$0**

**E. MATERIALS AND SUPPLIES \$0**

**F. CONTRACTUAL**

1. Public Health Foundation Enterprises, Inc. (PHFE)	\$17,449
2. UCSF/AHP	\$6,703
3. SF AIDS Foundation/Magnet	\$3,286
4. Tenderloin Health	\$4,078
5. SFDPH-Lab	\$65,913
6. SFDPH-STD	\$20,917
7. TBD	\$200

**TOTAL CONTRACTUAL: \$118,546**

**G. OTHER \$2,240**

Costs to pay IRB fees.

**TOTAL OTHER: \$2,240**

**TOTAL DIRECT EXPENSE: \$159,968**

**H. INDIRECT COST (24.04% of Total Salaries) \$6,697**

**TOTAL BUDGET: \$166,666**

San Francisco Department of Public Health (SFDPH)  
 AIDS Office HIV Prevention Section  
 The STOP Project  
 Year 1: June 15 2010 – June 14, 2011

**Public Health Foundation Enterprises Subaward Budget Justification**

a. & b. PHFE PERSONNEL AND FRINGE BENEFITS \$6,600

0.10 HIV Testing Data Coordinator: Nayla Raad  
 Annual salary \$50,000 x 0.10 FTE x 12 months = \$5,000  
 Mandatory Fringe Benefits @32% = 1,600

Nayla Raad will serve as the Data Management Coordinator for this project and will be responsible for managing the data required to evaluate this project. As the current data manager for all HIV testing and counseling sites for SFDPH, she monitors and evaluates data from the approximately 18,000 HIV tests done each year; hence this project will be easily integrated into her current responsibilities. She reports directly to Ms. Dowling. She will participate in developing the evaluation of this project with other key staff. She will work with key staff to identify data required to evaluate this project and will work with staff and agency personnel to integrate and program the required data into PalmIT, our electronic data collection system. Will also be responsible for working with the Microbiology Lab and agency testing sites to ensure quality assurance monitoring of data required for this project. In the final year of this study, Ms. Raad will prepare data reports and participate in analysis of data for project evaluation. She will assist with preparing abstracts for presentations at national /international conferences, and papers for publication.

TOTAL SALARY/FRINGE	\$6,600
c. PHFE TRAVEL	\$0
d. PHFE EQUIPMENT	\$0
e. PHFE MATERIALS AND SUPPLIES	\$0
f. PHFE CONTRACTUAL SERVICES	\$10,000
Consultant fees @\$100 x 50 hours x 2 = \$10,000	

1. Dr. Pilcher will provide consultation to project staff on NAAT testing, and new testing technologies. His expertise with NAAT testing and his research and clinical work with persons with acute HIC will greatly benefit this project and the clients served.

2. Dr. Kahn will provide consultation to project staff on developing and implementing an evaluation plan to measure cost effectiveness of enhanced partner notification and screening for acute HIV infection with a 4<sup>th</sup> generation EIA compared to pooled NAAT.

g.	PHFE OTHER COSTS	\$45
	Single audit and insurance costs	
	<b>TOTAL PHFE DIRECT COST</b>	<b>\$16,645</b>
	<b>TOTAL PHFE INDIRECT COST</b>	<b>\$804</b>
	<b>TOTAL PHFE DIRECT AND INDIRECT COST</b>	<b>\$17,449</b>

San Francisco Department of Public Health (SFDPH)

AIDS Office HIV Prevention Section

The STOP Project

Year 1: June 15 2010 – June 14, 2011

**UCSF-AIDS Health Project Subaward Budget Justification**

a. & b. UCSF-AHP PERSONNEL AND FRINGE BENEFITS \$5,985

1. Manager for HIV Counseling & Testing (0.50 FTE) – Adler, Barbara  
Annual salary \$90,000 x 0.05 FTE x 12 months = \$4,500  
Mandatory Fringe Benefits @29% = \$1,305

Barbara Adler is the Manager for HIV Counseling and Testing at AHP. During year one of the project she will participate with the project team in developing the protocols for expanding and evaluating NAAT testing and delinked 4<sup>th</sup> generation EIA screening at AHP.

2. Cola 4% x Total Salaries = \$180

TOTAL SALARY/FRINGE	\$5,985
c. UCSF-AHP TRAVEL	\$0
d. UCSF-AHP EQUIPMENT	\$0
e. UCSF-AHP MATERIALS AND SUPPLIES	\$0
f. UCSF-AHP CONTRACTUAL SERVICES	\$0
g. UCSF-AHP OTHER COSTS	\$0
TOTAL UCSF-AHP DIRECT COST	\$5,985
TOTAL UCSF-AHP INDIRECT COST (12%)	\$718
<b>TOTAL UCSF-AHP DIRECT AND INDIRECT COST</b>	<b>\$6,703</b>

San Francisco Department of Public Health (SFDPH)

AIDS Office HIV Prevention Section

The STOP Project

Year 1: June 15 2010 – June 14, 2011

**SF AIDS Foundation –Magnet Subaward Budget Justification**

a. & b. SFAF PERSONNEL AND FRINGE BENEFITS \$3,015

1. Manager for HIV Counseling & Testing (0.05 FTE) – Gluth, Dale  
Annual salary \$46,744 x 0.05 FTE x 12 months = \$2,337  
Mandatory Fringe Benefits @25% = \$584

Dale Gluth is the Manager for HIV Counseling and Testing at Magnet. During year one of the project he will participate with the project in developing the protocols for expanding and evaluating NAAT testing and delinked 4<sup>th</sup> generation EIA screening at Magnet.

2. Cola 4% x Total Salaries = \$93

TOTAL SALARY/FRINGE	\$3,015
c. SFAF TRAVEL	\$0
d. SFAF EQUIPMENT	\$0
e. SFAF MATERIALS AND SUPPLIES	\$0
f. SFAF CONTRACTUAL SERVICES	\$0
g. SFAF OTHER COSTS	\$0
TOTAL SFAF DIRECT COST	\$3,015
TOTAL SFAF INDIRECT COST	\$271
<b>TOTAL SFAF DIRECT AND INDIRECT COST</b>	<b>\$3,286</b>

San Francisco Department of Public Health (SFPDH)

AIDS Office HIV Prevention Section

The STOP Project

Year 1: June 15 2010 – June 14, 2011

**Tenderloin Health Subaward Budget Justification**

a. & b. TH PERSONNEL AND FRINGE BENEFITS \$3,741

1. Manager for HIV Counseling & Testing (0.05 FTE) – Fann, Charles  
Annual salary \$58,000 x 0.05 FTE x 12 months = \$2,900  
Mandatory Fringe Benefits @25% = \$725

Charles Fann is the Manager for HIV Prevention at Tenderloin Health. During year one of the project he will participate with the project in developing the protocols for expanding and evaluating NAAT testing and delinked 4<sup>th</sup> generation EIA screening at Tenderloin Health.

2. Cola 4% x Total Salaries = \$116

TOTAL SALARY/FRINGE \$3,741

c. TH TRAVEL \$0

d. TH EQUIPMENT \$0

e. TH MATERIALS AND SUPPLIES \$0

f. TH CONTRACTUAL SERVICES \$0

g. TH OTHER COSTS \$0

TOTAL TH DIRECT COST \$3741

TOTAL TH INDIRECT COST (9%) \$337

**TOTAL TH DIRECT AND INDIRECT COST \$4,078**



San Francisco Department of Public Health (SFDPH)

AIDS Office HIV Prevention Section

The STOP Project

Year 1: June 15 2010 – June 14, 2011

**SFDPH Microbiology Laboratory Subaward Budget Justification**

- a. & b. Lab PERSONNEL AND FRINGE BENEFITS \$20,415  
Co-Investigator (0.15 FTE) – Pandori, Mark, PhD  
Annual salary \$107,167 x 0.15 FTE x 12 months = \$16,075  
Mandatory Fringe Benefits @27% = \$4,340

Co-investigator and Chief Microbiologist for the SFDPH Microbiology Lab, Mark Pandori, PhD will be responsible for overseeing all aspects of planning, implementation, quality assurance and evaluation of the NAAT test and the 4<sup>th</sup> generation EIA testing at the SFDPH Microbiology Lab. He will hire, train and supervise the microbiologist on this project. He will also work closely with the PI, other project staff, and the CDC in ensuring development of the project protocol.

TOTAL SALARY/FRINGE	\$20,415
c. Lab TRAVEL	\$0
d. Lab EQUIPMENT	\$0
e. Lab MATERIALS AND SUPPLIES	\$45,498
• \$900 for a computer for Mark Pandori, PhD.	
• \$12,505 for lab supplies (test kits) related to NAAT testing/4 <sup>th</sup> generation EIA testing that will be used early in year two @\$5 x 2501.	
• \$30,495 for NAAT tests @\$15 x 2033	
• \$1,598 for consumables (Pipe tips, gloves, specimen containers, etc) related to NAAT testing/4 <sup>th</sup> generation EIA testing that will be used early in year two.	
f. Lab CONTRACTUAL SERVICES	\$0
g. Lab OTHER COSTS	\$0
TOTAL LAB DIRECT COST	\$65,913
TOTAL LAB INDIRECT COST	\$0
<b>TOTAL LAB DIRECT AND INDIRECT COST</b>	<b>\$65,913</b>

San Francisco Department of Public Health (SFDPH)

AIDS Office HIV Prevention Section

The STOP Project

Year 1: June 15 2010 – June 14, 2011

**STD Prevention and Control Services Subaward Budget Justification**

a. & b. STD PERSONNEL AND FRINGE BENEFITS \$17,887

1. Co-Investigator (0.05 FTE) – Philip, Susan, MD  
Annual salary  $\$197,681 \times 0.05 \text{ FTE} \times 12 \text{ months} = \$9,884$   
Mandatory Fringe Benefits @18% = \$1,779

Susan Philip, MD is the acting director of the STD Prevention and Control Services of the Department of Public Health. As Co-Investigator, Dr. Philip will be responsible for providing the PI and key staff with input regarding partner services policies and protocol for persons acutely infected with HIV. She will also provide input on the methods for locating and counseling the partners of people acutely infected with HIV. This first year he will participate in the planning and the development of protocols.

2. STD/HIV Program Manager (0.05 FTE) – Reynolds, Andrew  
Annual salary  $\$95,552 \times 0.05 \text{ FTE} \times 12 \text{ months} = \$4,778$   
Mandatory Fringe Benefits @18% = \$860

Andrew Reynolds is STD/HIV Program Manager with the STD Prevention and Control Services of the Department of Public Health will be responsible for participating in the planning for the partner services protocol for this project. He will be responsible for hiring the Acute HIV Services Coordinator with input from the PI, Project Director, and testing agency coordinators. He will be responsible for training and supervising the Acute HIV Services Coordinator.

3. COLA 4% x Total Salaries = \$586

TOTAL SALARY/FRINGE \$17,887

- c. STD TRAVEL \$0
- d. STD EQUIPMENT \$0
- e. STD MATERIALS AND SUPPLIES \$0
- f. STD CONTRACTUAL SERVICES \$3,030

1) Name of contractor: Public Health Foundation Enterprises (PHFE)  
 The San Francisco Department of Public Health – STD Prevention and Control Services  
 will subcontract with the PHFE, a non-profit 501 c (3) agency.

i. PHFE Staff: \$2,718

Acute HIV Services Coordinator-TBD (0.50 FTE – 1 month)  
 Annual salary \$50,000 x 0.50 FTE x 1 month = \$2,083  
 Mandatory Fringe Benefits @30.5% = \$635

Acute HIV Services Coordinator will be hired and trained during the last part of year one and will be supervised by the STD/HIV program Manager, A. Reynolds. This person will be responsible for working collaboratively with the site coordinators at all four test sites to provide partner services counseling with persons who are acutely infected with HIV. The Coordinator will work with the participant to identify, counsel and test sexual and needle sharing partners and social network partners. This person will be responsible for collecting data on the original participant and that person's partners, including data on any field records that are opened. This person will be an integral part of each agency's counseling and testing team.

ii. PHFE Other Direct costs: \$88

PHFE will provide insurance coverage (0.4% of MTDC), and a prorated cost for federally equipped annual single audit (0.1%) of MTDC).

iii. PHFE Indirect Cost (8% of MTDC): \$224

Total PHFE Contractual Budget	\$3,030
g. STD OTHER COSTS	\$0
TOTAL STD DIRECT COST	\$20,917
TOTAL STD INDIRECT COST	\$0
<b>TOTAL STD DIRECT AND INDIRECT COST</b>	<b>\$20,917</b>



Department of Health and Human Services  
Centers for Disease Control and Prevention

NATIONAL CENTER FOR HIV, VIRAL HEPATITIS, STDS AND TB PREVENTION



**Grant Number:** 1U01PS001564-01

**Principal Investigator(s):**  
Grant Nash Colfax, MD

**Project Title:** The STOP Study

Colfax, Grant Nash, MD  
Director of HIV Prevention, AIDS Office  
25 Van Ness Ave. Suite 500  
San Francisco, CA 94102

**Award e-mailed to:** barbara.garcia@sfdph.org

**Budget Period:** 06/15/2010 – 06/14/2011  
**Project Period:** 06/15/2010 – 06/14/2014

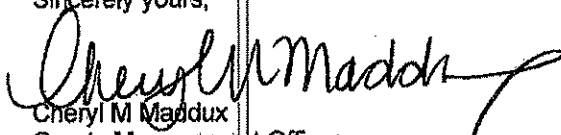
Dear Business Official:

The Centers for Disease Control and Prevention hereby awards a grant in the amount of \$166,666 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to SAN FRANCISCO CITY BOARD OF SUPERVISORS in support of the above referenced project. This award is pursuant to the authority of 42 USC 241 31 USC 6305 & 6306 and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact the individual(s) referenced in Section IV.

Sincerely yours,

  
Cheryl M. Maddux  
Grants Management Officer  
Centers for Disease Control and Prevention

Additional information follows